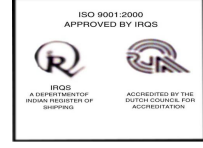




KOLKATA PORT TRUST  
सिविल इंजीनियरिंग विभाग  
Civil Engineering Department  
वरिष्ठ कार्यकारी अभियंता, के पी डॉक्स ..का कार्यालय  
Office of the Superintending Engineer, K.P. Docks  
51, सी. जी. आर. रोड, कोलकाता 700043  
51, C.G.R. Road, Kolkata – 700 043  
फोन 2439 :- 7079,2409 -3001, एक्सटेंशन:353  
Phone: 2439 – 7079, 2409-3001, Extension: 353



NIT No. SE/KP/19-20/811/D/30

Dated 26.12.2019

Messrs/ Shri.....  
Dear Sir/s.

**Ref.:Tender for – “Repairing/Renovation of floor and entrance doors of quarter No. 7/2 Dumaynue Avenue quarter.”**

Sealed tenders are invited from resourceful, experienced and bonafide Registered Contractors of KoPT for the subject work as per following Prequalification Criteria at **Percentage Above par / At par/Below par** of estimated cost put to tender as shown in the Bill of Quantities in accordance with this Notice Inviting Tender, the General Conditions of Contract, Special Conditions of Contract, Specifications for materials and workmanship and Bill of Quantities for this particular contract.

**Essential Pre-qualification Criteria:**

- A) Tenderer should have experience in **Civil Engineering construction / Maintenance works** and have successfully completed similar works during last **7(seven) years** ending last day of month previous to the one in which applications are invited should be either the following:
- Three similar completed works costing not less than the amount equal to 40% of the estimated cost put to tender.
  - Two similar completed works costing not less than the amount equal to 50% of the estimated cost put to tender.
  - One similar completed work costing not less than the amount equal to 80% of the estimated cost put to tender.
- B) The average Annual Financial turnover of the intending tenderer during the last **3 years** ending **31<sup>st</sup> March** of the previous financial year should be at least 30% of the estimated amount put to tender.

**Similar works means Civil Engineering construction / Maintenance works**

- The Trustees' General Conditions of contract, Schedules of rates may be inspected at this office during office hour. Rest of the documents like Special Conditions of Contract, B.O.Q. etc. are attached herewith.
- In case of a tenderer who has already deposited a Permanent Security with the KoPT under the new rules, he shall be bound by the Clauses of the General Conditions of the Contract pertaining to Earnest Money and Security Deposits for Registered Contractors.
- The tenderers, who are tendering beyond their financial limit as per their class of enlistment with KoPT, as per New Rules, are requested to deposit a sum of **Rs.2,820.00** as Earnest Money in from of **Bankers' cheque / Demand Draft / Pay order** in favour of **“KOLKATA PORT TRUST” on any Schedule Bank payable at Kolkata** before submission of the tender. The original Bankers' cheque / Demand Draft / Pay order must be attached with the tender. This amount will be refunded to the unsuccessful tenderers without **any interest**. In case of being the successful tenderer, this amount will be adjusted against the Security Deposit as per the relevant clause of the G.C.C.
- The tenderers (Registered contractors of KoPT) may also submit the tender getting downloaded before 12 noon on **08.01.2020** from the website of KoPT. In that case the bidding party shall have to pay the amount of **Rs. 590.00 (non-refundable)** towards the cost of bid document by draft or banker's cheque drawn in favour of 'Kolkata Port Trust' at the time of submission of tender documents.
- The rates quoted by the Contractor must be valid up to **4(four)** months after opening.
- The rate quoted by the tenderer should be complete in all respect and should include all taxes, octroi, surcharge etc. **(excluding Service Tax)** and no extra payment, whatsoever will be entertained by the Trustees' under any circumstances.
- While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any correction necessary, should be made by cancelling the original figures and writing the corrected figures on the top. All such corrections should be initialled by the tenderer. If the figures are tampered with, the tender shall be liable to be rejected.
- If there is any disparity between the quoted rate in percentage and the Tender Amount, the rate quoted in percentage shall prevail as the rate quoted by the tenderer and the Tender Amount shall be derived by adding/subtracting (as the case may be) this percentage with/from the Estimated Value put to tender. Similarly in case of disparity between the rate quoted in figures and in words, the rate quoted in words shall prevail.

10. The tender duly filled in, totalled and signed along with the following documents shall be submitted in sealed cover superscribed the above name of work so as to reach this office within 3 P.M. on 09.01.2020. The tender will be opened shortly after 3 P.M., on the same day and the intending tenderers or their authorised representatives may attend. In the event of any unforeseen circumstances such as holidays, bandhs, strikes etc., on that day, the tenders may be submitted by 3 P.M. on the next working day, and will be opened shortly after 3 P.M. on the same day.
- Copy of the documents in support of Essential Prequalification Criteria as mentioned in **Clause – A** above.
  - Copy of GST Registration Certificate.
  - Copy of ESI Regd. Certificate or copy of documents as mention in **Clause No.22** of the special Conditions of contract.
  - Copy of PAN Card
  - Trade License
  - Annual Financial Turnover as mentioned in **Clause-B** above.
  - Certified copies of EPF Registration Certificate.
  - Certified copy of service tax registration.

11. **The intending tenderer shall intimate their EPF & ESI Registration No. falling which their tender would be liable to be cancelled.**

12. All tenderer should enclose a check list duly filled up enclosing the relevant documents as per the Proforma attached with the tender documents. In case, it is found that in spite of giving undertaking in the checklist, if any tenderer fails to quote and/ or if any particulars furnished in the checklist are found incorrect, they will also be warned. In case the same enlisted contractors repeat such mistake on second occasion, his fixed Security Deposit would be forfeited and he will be debarred in participating in future tenders

Performa of Check list (**Marked Annexure – A**) should be attached as a covering letter along with sealed envelop containing the offer.

The undersigned does not bind himself to accept the lowest or any tender or to assign any reason there for and also reserve the right to accept or reject any or all the tenders in part or whole.

Enclose: All papers as stated above.

Yours faithfully,

अधीक्षण अभियंता, के. पी. डी.  
Superintending Engineer, K .P. Docks

## Repairing/Renovation of floor and entrance doors of quarter No. 7/2 Dumaynue Avenue quarter.

### Scope of the Work :

The work comprises of "Repairing/Renovation of floor and entrance doors of quarter No. 7/2 Dumaynue Avenue quarter". **K.P.Docks as detaied described in** as per the items described and set forth in the particular Bill of Quantities & Specifications all in accordance with the Trustees' General conditions and Special Conditions of Contract.

## SPECIAL CONDITIONS OF CONTRACT

### 1. General:

These conditions are part of the tender documents, which must be read as a whole, the various sections being complimentary to one another, and are to be taken as mutually explanatory. These conditions shall be read in conjunction with the other parts of the tender documents viz. Trustees' General Conditions of Contract, Drawings if any, and other documents forming part of the Contract.

Unless otherwise specified the work to be provided for by the contractor shall include but not be limited to the following:

- a) Provide all materials, supervision, testing, services, scaffolding, formwork, reinforcements, temporary drainage, temporary fencing and temporary lighting as required for safety and work purposes etc, for the execution of the work.
- b) To take all the safety measures like using safety belt, helmet etc. required for such type of work and if required, insures the labourers against any accident, which may occur in the course of execution of the job.
- c)

Any damage to KoPT property should be made good by the tenderer at their own cost as per satisfaction of KoPT's Engineer.

### 2. Work Site:

The Work site is located **at quarter No. 7/2 Dumaynue Avenue quarter, at KPD**, and as described in the name of the work. The tenderer shall visit the site of work and acquaint himself with the exact nature, scope and site of work before quoting his rates. No claims for any extra payment will be entertained under any circumstances after opening of the tender on this account. The contractor shall bear in mind that least possible inconvenience are to be created for users of essential facilities located within or in the vicinity of the works site during the tenure of his work. Shifting of office furniture is to be done as per requirement without any extra cost.

### 3. Working Period:

Normally the work will be carried out between 8 A.M. to 5 P.M. on the Trustees' working days only. In case of any deviation from this the contractor shall have to take prior permission from the Engineer-in-Charge. However, the tenderer should note that he might be required to carry out the job on Sundays, holidays and after normal working hours and at night in addition to the normal working hours to expedite the progress of the work. The tenderer should include in his rates the cost, if any, involved on these accounts.

### 4. Time of Completion:

The work is in nature and will be completed within **02(Two) months** from the date of placement of order.

### 5. Site Godown and Watching:

The contractor shall have to make his own arrangements for construction of site godown (if any) for storage of materials and security thereof during day and night at his own cost. The godown and other temporary structures, if erected, are to be dismantled by the contractor before leaving the site after completion of the work at his own cost. The Trustees' will, however, allow the construction of godown on the Trustees' land free of rent during execution of the work.

### 6. Forwarding of Materials:

The contractor shall have to arrange transport for forwarding any usable/ saleable materials that may be found during the process of execution of the work to the Trustees' Sales Yard or any other Site/ Godown including labourers, transportations, loading, unloading all complete as per the direction of the Engineer-In-Charge. No separate payment will be made to the contractor on this account unless specifically mentioned in the B.O.Q.

### 7. Workmanship:

The contractor shall maintain workmanship of different items with an idea of providing a trouble-free service to the users of different facilities. For this, it is expected that different fittings/ fixtures after installation should not need attendance for a period upto three months and throughout the contract period the same has to be attended by the contractor at no extra cost to the Trustees'. All cement works shall have to be adequately cured as per relevant codes with no extra cost to the Trustees'.

### 8. Materials and Transport:

All materials including cement, except mentioned otherwise in the items of the attached bill of quantities, for successful completion of work shall have to be procured and supplied by the successful tenderer at his own cost. The cement if used shall be of 43/ 53 Grades OPC or Slag cement as per the direction of the Engineer-In-Charge. The materials supplied by the contractor shall be of approved quality and approval also shall have to be taken from the Engineer at site before using the materials to the work. Rejected materials, if any, shall have to be removed by the contractor with his own labour and transport at his own cost immediately on receipt of the instruction.

## 9. Testing of materials:

Testing of any materials including cement (if required) shall have to be carried out at the Laboratories to be recommended by the Engineer-in-Charge. No payment will however be made to the contractor towards charges for testing, which are not mentioned in the BOQ but to be

## 10. Supervision :

The contractor shall have to engage sufficient number of qualified and skilled persons to supervise and execute the work. The contractor shall solely be responsible for any defective construction/ rectification as a result of poor supervision.

## 11. Escalation/ variation in Prices :

No escalation/ variation on prices of labour as well as materials will be entertained.

## 12. Discrepancies in the contract documents :

The several documents forming the contract shall be taken, as mutually explanatory of one another and in case of one and in case of discrepancies the **Specifications and Bill of Quantities** shall prevail over **signed drawings, Bill of Quantities** over the **Specifications, Technical Specifications and other particulars** over **Standard Specifications** and **Special Conditions** over the **General Conditions**. The Engineer's decision on this matter however, shall be final and binding and the tenderer's attention is drawn to clause 4.3 of the General Conditions of Contract in this respect. The execution of work shall conform minutely to the approved and assigned drawings and specification and any other details drawings which shall be provided/duly approved by the Engineer during the progress of the work as to such other drawings those have formed part of the contract documents.

## 13. Specifications/ Codes and Standards :

All works under this Contract will be executed according to the spirit of the Trustees' Specification for works. Whenever the details are not specifically covered in the specifications, relevant provisions in the latest revision and/ or replacements of the Indian Standard Specifications (IS) or any other Inter-national Code of Practice/ CPWD specifications will be followed. The Contractor shall have to procure copies of such codes/ standards for ready reference of his own personnel as well as the Trustees' Engineers at site at his own cost and without any additional reimbursement.

## 14. Plants and Equipments :

All constructional plants and equipments shall have to be supplied by the successful tenderer for completion of the job at his own cost. However any plant, if available, with the Trustees' may be supplied to the contractor on rental basis as per Trustees' rate. Intending tenderers should note that the resulting delay due to late deployment (if any) as well as deployment of improper and/ or inadequate plant(s) and equipment(s) in the work will not be considered while considering the extension of time of the contractor.

## 15. Errors in the B.O.Q. :

In case rate of particular item is printed erroneously in BOQ, the rate stated in the Schedule of rates will prevail over the rate misprinted in BOQ.

## 16. Safety:

The contractor shall follow all safety precautions for prevention of injury or accidents and safeguarding human lives and property. Dock safety regulations shall be strictly observed and safety officers of the KoPT accorded all facilities for inspection of the Works, Plants & Equipments etc, whenever so required. The contractor shall further comply with any instruction issued by the Engineer in respect of safety, which may relate to temporary or permanent works, working of tools, plants & equipments, means of access or any other aspect. The contractor shall provide all necessary first aid measures, rescue and life saving equipment, etc in proper condition, which shall be readily available for use at all times. The contractor shall adopt all the above safety measures at his own cost.

## 17. Protection of existing services:

The contractor must pay full attention to the fact that the existing service facilities for users are not distributed at any time due to storing of materials and rubbish and take every precaution to keep the entrance passage clear if the same are being used by the labourers.

## 18. Dock permit:

The Contractor will be issued permits, if required **free of cost**, for their men, materials carrying transport, equipment, etc. When they are executing work awarded by KoPT inside the prohibited areas. Such free permits will be issued to the contractors on the basis of application indicating the specific number of free permits to be required, for men, materials carrying transport, equipment etc. However, token charge of **Rs. 5.00 per Person per Occasion** will be levied for creation of new I.D. in the Permit system.

## 19. Cleaning during execution and after completion:

On completion of the works the contractor shall reinstate and make good at his own expense any property or land which might have been disturbed and/or damaged by his works. He should also clean the site as required during execution and fully clear the site after completion of all the works.

The contractor shall clean out all part of the work and leave everything clean and tidy to the entire satisfaction of the Engineer.

**20. Water:**

Water required for drinking and other purposes and for works will have to be arranged by the Tenderer at their own cost. However, KoPT will arrange to provide a source of supply for drinking water at one point free of charge from where the Contractor may draw a line for the purpose of drinking water only.

**21. Power Supply:**

If available and if required, suitable power supply may be arranged by the Trustees on chargeable basis from the nearest existing supply point of the site of work on receipt of request letter from the Contractor to that effect. All necessary arrangements for the distribution at site will have to be made by the Contractor at his own cost as approved by the Trustees' Plant and Equipment Division.

Charges for consumption of power shall be periodically recovered from the Contractor's Bill at the rates of KoPT as prevalent & amended from time to time. The Trustees do not guarantee uninterrupted power supply from the above sources and Contractor shall not be compensated for any delay in providing / irregularity of power supply. The Contractor shall have to arrange for the supply of power at his own cost during such periods.

**22. Compliance to the Labour Laws and Contract Labour Regulation and Abolition Act, 1970:**

The contractor shall be required to comply with the Minimum wages Acts 1948 section – 2(b) (i), Employees Liability Act, 1938, Industrial Disputes Act, 1938, Industrial Dispute Act, 1940 and The Contract Labour (Regulation and Abolition) Act, 1970, or statutory amendments and the modifications thereof, any other laws relating thereto and the rules made there under from time to time.

It will be the duty of the contractor to abide by the provisions of the Act. Ordinances, Rules, Regulations, Byelaws and Procedures as are lawfully necessary in the execution of the works. The contractor will be fully responsible for any delay/damage etc. and keep the Engineer indemnified against all penalties and liabilities of any kind for noncompliance or infringement of such Acts, Ordinances, Rules, Regulations By-laws and Procedures.

The contractor shall indemnify the KoPT against payment to be made under or for the observance of the laws aforesaid without prejudice to his right to claim indemnity from his subcontractor.

The aforesaid regulations shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a Breach of Contract. It will be obligatory on the part of Contractor to obtain necessary Labour License from the Competent Authority for deploying requisite Nos. of labours in the work and submit to the Engineer-In-Charge prior to commencement of the work.

**23. COMPLIANCE WITH E.P.F,ESI & M. P. ACT:**

The successful contractor will have to comply with provision of EPF,ESI & MP Act –1952 (along with amendments, if any), issued from time to time.

If asked for by the Employer, the contractor will be required to submit photocopy of all payment challans and produce the original for verification to the representative of the principal employer, i.e. Superintending Engineer (KPD.)

**24. Compliance of Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and Other Construction Workers' Welfare Cess Act, 1996.**

- i) The successful tenderer will be required to comply with the relevant provisions of Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 and West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 2004 as well as Building and Other Construction Workers' Welfare Cess Act, 1996 and the rules framed there under.
- ii) An amount of Cess calculated at the rate of 1% of the billed amount shall be progressively recovered from each running bill as well as from the final bill of the Contractor for onward transmission of the same to the appropriate authority.

**25. Rate for payment against extra items:**

For any unforeseen work not covered under the Bill of Quantities and Condition of Contract, depending on contingent situation at site, if required for successful completion of the work, extra items have to be carried out by the Contractor. If those items are already available in Trustees' Schedule of rate, payment will be made on the basis of Trustees' Schedule of rate and contractual percentage of the tender, otherwise,

- (i) The rate of payment of work involving labour & material shall be fixed on the following basis.
  - a) Cost of materials consumed including transport and wastage, plus
  - b) Cost of labour actually engaged in the works, plus
  - c) Taxes and Duties as applicable, plus
  - d) 16 % on the aggregate of (a) and (b) towards overhead, profit and cess.
- (ii) For any work involving only labour, rate of payment shall be fixed on cost of labour actually engaged in the work plus 11 % towards profit and cess.
- (iii) For only supply of any material at site, rate of payment shall be fixed on actual cost of material plus transport, loading & unloading (if any) plus 11 % towards profit and cess.

26. Tenderers attention is drawn to clause 3.4, 3.5 and 3.6 of the general condition of contract regarding Earnest Money and Security Deposit prescribed in the tender and clause 8.0 regarding Delay / Extension of time / Liquidated Damage / Termination of Contract.

27. The prices quoted shall be exclusive of any statutory levies and/or other charges levied by any Central/ State/local authorities which but excluding GST. GST will be paid by Kolkata Port Trust as extra on submission documents by the party. Supplier/service provider must confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.

The Supplier/ Service Provider agrees to comply with all applicable GST laws, including GST acts ,rules, regulations, procedures, circulars & instructions thereunder applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws. Supplier/Service Provider should ensure accurate transaction details, as required by GST laws, are timely uploaded in GSTN. In case there is any mismatch between the details so uploaded in GSTN by Supplier/ Service Provider and details available with Kolkata Port Trust, then payments to Supplier/Service Provider to the extent of GST relating to the invoices/s under mismatch may be retained from due payments till such time Kolkata Port Trust is not sure that accurate tax amount is finally reflected in the GSTN to KoPT's Account and is finally available to Kolkata Port Trust in terms of GST laws and that the credit of GST so taken by Kolkata Port Trust is not required to be reversed at a later date along with applicable interest.

Kolkata Port Trust has the right to recover monetary loss including interest and penalty suffered by it due to any non-compliance of tax laws by the supplier/service provider. Any loss of input tax credit to Kolkata Port Trust for the fault of supplier shall be recovered by Kolkata Port Trust by way of adjustment in the consideration payable.

Supplementary invoices/Debit note/credit note for price revisions to enable Kolkata Port Trust to claim tax benefit on the same shall be issued by you for a particular year before September of the succeeding Financial Year.

The purchase order/ work order shall be void, if at any point of time you are found to be a black listed dealer as per GSTN rating system and further no payment shall be entertained.

28. Terms of payment will be guided by G.C.C. **Clause No. 6.**

29. All intending Tenderer shall furnish the details of PF Registration failing which their tender would be liable to be cancelled.

30. The tender will not be extended under any situation.

31. Income Tax and other Taxes as applicable will be deducted as per rule.

**32. INDEMNIFICATION:**

The successful bidder shall be deemed to indemnify and keep indemnified the Trustees from and against all actions, claims, demands and liabilities whatsoever under and in respect of the breach of any of the provisions of any law, rules or regulations having the force of law, including but not limited to –

- a) The Minimum Wages Act, 1948.
- b) The Dock Workers (Regulation Of Employment) Act, 1948
- c) The Building And Other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996
- d) The Dock Workers' Safety, Health & Welfare Act , 1986
- e) The Payment of Wages Act, 1936.
- f) The Workmen's Compensation Act, 1923.
- g) The Employees Provident Fund Act, 1952.
- h) The Contract Labour (Regulation and Abolition) Act, 1970; Rules 1971.
- i) The Payment of Bonus Act, 1965.
- j) The Payment of Gratuity Act, 1972.
- k) The Equal Remuneration Act, 1976.
- l) The Employees State Insurance Act, 1948 & Employees State Insurance (Amendment) Act ,1989
- m) Child Labour (Prohibition and Regulation) Act, 1986.
- n) The Maternity Benefits Act 1961
- o) Interstate Migrant Workmen (Regulation Of Employment & Conditions Of Service) Act, 1979.
- p) Motor Vehicle Act, latest revision.



**KOLKATA PORT TRUST**  
 सिविल इंजीनियरिंग विभाग  
 Civil Engineering Department  
 वरिष्ठ कार्यकारी अभियंता, के.पी. डॉक्स का कार्यालय  
 Office of the Superintending Engineer, K.P. Docks



Tender for "Repairing/Renovation of floor and entrance doors of quarter No. 7/2 Dumayne Avenue quarter".

**BILL OF QUANTITIE**

It. No.	Description of Items	Quantity	Rate	Unit	Amount
1	Artificial stone in floor, dado, staircase etc with cement concrete (1:2:4) with stone chips, laid in panels as directed with topping made with ordinary or white cement (as necessary) and marble dust in proportion (1:2) including smooth finishing and rounding off corners including raking out joints or roughening of concrete surface and application of cement slurry before flooring works using cement @ 1.75 kg/sq.m all complete including all materials and labour. In ground floor 3 mm. thick topping (High polishing grinding on this item is not permitted with ordinary cement). Using grey cement 35 mm. thick.	80.00	240.00	Per Sqm	19200.00
2	Supplying and laying of approved make and brand of scratch proof flexible & homogeneous P.V.C Vinyl flooring conforming to IS 3462 1982 in required finish fixed with synthetic acrylic adhesive after preparing the floor levelling & smoothening when necessary with suitable putty as per the design & instruction of the engineer in charge. 2 mm.th.(Plain)	175.00	510.00	Per Sqm	89250.00
3	M.S.or W.I. Ornamental grill of approved design joints continuously welded with M.S, W.I. Flats and bars of windows, railing etc. fitted with necessary screws and lugs in (a)ground floor. Grill weighing above 10 Kg./sq.mtr and up to 16 Kg./sq. mtr.	1.0	9888.00	Per Qtl.	9888.00
4	Collapsible gate with 40mm. X 40 mm. x 6 mm. Tee as top and bottom guide rail 20 mm. x x 10 mm. x 2 mm. vertical channels 100 mm. apart in fully streched position 20 mm. x 5 mm. M.S flats as collapsible bracings properly riveted and washered including 38 mm. steel roller s including locking arrangement fitted and fixed in position with lugs set in cement concrete and including cutting necessary holes chasing etc. in walls floors etc. and making good damages complete. in ground floor.(Payment will be made on the area of the gate covered by two guard rails and two extreme channels.)	6.0	3402.00	Per Sqm	20412.00
5.	Priming one coat on steel or other metal surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc.	20.00	29.00	Per Sq.M	580.00
6.	Painting with best quality synthetic enamel paint of approved make and brand including smoothening surface by sand papering etc. including using of approved putty etc. on the surface, if necessary	20.00	20.00	Per Sq.	400.00
			79.00		1580.00

**Total Rs. 1,40,910.00**

**(Rupees: One Lakh forty thousand nine hundred ten only)**

B.F Rs.: 1,40,910.00

**Rate offered by me/us (Score out whichever is not applicable)**

1) .....% above par ( + ) Rs.

.....  
(in words)

2) At par

3) .....% below par ( - ) Rs.  
(in figures) \_\_\_\_\_

.....  
Rs.  
(in words)

Total amount in words : Rupees .....

(The prices quoted by the bidders shall be inclusive of all statutory levies and/ or other charges levied by any Central/State/Local Authorities but excluding GST.GST will be paid by Kolkata Port Trust as extra on submission of suitable documents by the party as per rule)

Maximum number of workmen likely to be engaged in a days.....number.

T.R. No. & Date:

Permanent Income Tax A/C.No. :

VAT clearance certificaes no.:

Date, the day of

Signature of the tenderer:

(Total amount of tender, Completion time and Preliminary time as quoted / stated above are to be carried over to From of Tender attached)



**THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA**

**FORM OF TENDER**

CONTRACT NO. ....

To  
.....  
.....

I/We .....  
of .....

having examined the site of works, inspected the Drawings and read the Specifications, General & Special Conditions of Contract and Conditions of Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specification, Bill of Quantities, General & Special Conditions of Contract and Drawings prepared by or on behalf of the Trustees and at the rates & prices set out in the annexed Bill of **Quantities within 02 (Two) months** from the date of order to commence the work and in the event of our tender being accepted in full or in part, I/We also undertake to enter into a Contract Agreement in the Form hereto annexed with such alterations or additions there to which may be necessary to give effect to the acceptance of the Tender and incorporating such specification, Bill of Quantities, Drawings and Special & General Conditions of Contract and I/We hereby agree that until such Contract Agreement is executed the said Specifications, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the contract.

*THE TOTAL AMOUNT OF TENDER Rs.*.....  
*(Rupees in words)* .....

I/We require ..... days/months preliminary time to arrange and procure the materials required by the work from date of acceptance of tender before I/We could commence the work.

I/We have deposited with the Trustees' Financial Adviser & Chief Accounts Officer, a sum of Rs.....vide Receipt No.....of.....as Earnest Money.

I/We agree that the period for which the tender shall remain open for acceptance shall not be less than four months.

Signature of Tenderer  
(Seal of the Tenderer)

Witness:

Signature \_\_\_\_\_

Name \_\_\_\_\_  
(In Block Letters)

Address: \_\_\_\_\_

\_\_\_\_\_

Occupation: \_\_\_\_\_

Name of the  
Tenderer: \_\_\_\_\_

Dated: \_\_\_\_\_

Address: \_\_\_\_\_

No.:

Dated:

**The Superintending Engineer  
K.P. Dock  
51, Karl Marx Sarani  
Kolkata – 700 043**

Dear Sir,

Re: NIT No. **SE/KP/19-20/811/D/30**

Dated.26.12.2019

The following documents are enclosed in the sealed envelope containing our tender in connection with the above NIT. The original of the documents would be shown for verification as and when requested.

1. Treasury Receipt in original for Earnest Money / Bankers cheque for Earnest Money.
2. Proof of experience as per Essential Pre-qualification criteria.
3. Copy of ESI,EPF registration Certificate
4. Copy of the GST registration certificate
5. Copy of IT PAN Card
6. Copy of Labour Licence (if applicable)
7. Copy of Trade Licence

Enclo: As above

Yours faithfully,

**Signature of the tenderer**