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Ghani Khan Choudhury Institute of Engineering & Technology
(Centrally funded Institute and Established by Ministry of H.R.D., Govt. of India.)
Office: GKCIET, Vill & Post: Kotwali, Dist: Malda, Pin- 732144, West Bengal

Notice Inviting Tender No. 08, Dated 10.1.2013

1. INVITATION :

Sealed tenders are invited from resourceful bonafide and experience contractors having adequate credentials of similar type of works as given below :

Sl. No.	Name of Scheme	Estimated amount put to tender	Earnest Money	Time allowed in days	Price of Tender documents
(1)	(2)	(3)	(4)	(5)	(6)
1.	Land development by earth filling on low land & ditches portion of Ghani Khan Choudhury Institute of Engineering & Technology (GKCIET) compound, Mouza- Maligram & Sukhandighi of Mangalbari & Bhabuk Gram Panchayet, under Old Malda Block, Dist. Malda.	Rs. 1,24,56,186/- (One Crore twenty four lakh fifty six thousand one hundred eighty six) only	Rs. 2,49,125/- (Two lakh forty nine thousand one hundred twenty five) only	60	Rs. 2,000/- (Two thousand)
2.	Land develop by earth filling & development of recreation areas of portion of Ghani Khan Choudhury Institute of Engineering & Technology (GKCIET) compound, Mouza- Maligram & Sukhandighi of Mangalbari & Bhabuk Gram Panchayet, under Old Malda Block, Dist. Malda.	Rs. 99,75,505/- (Ninety nine lakh seventy five thousand five hundred five) only	Rs. 1,99,520/- (One lakh ninety nine thousand five hundred twenty) only	60	Rs. 2,000/- (Two thousand)
3.	Earth filling on low land & ditches with beautification of areas of Ghani Khan Choudhury Institute of Engineering & Technology (GKCIET) compound, within Mouza- Maligram & Sukhandighi of Mangalbari & Bhabuk Gram Panchayet, under Old Malda Block, Dist. Malda.	Rs. 1,04,63,527/- (One Crore four lakh sixty three thousand five hundred twenty seven) only	Rs. 2,09,275/- (Two lakh nine thousand two hundred seventy five) only	90	Rs. 2,000/- (Two thousand)
4.	Land Development by earth filling and tree plantation at Ghani Khan Choudhury Institute of Engineering & Technology (GKCIET) compound, Mouza- Maligram & Sukhandighi of Mangalbari & Bhabuk Gram Panchayet, under Old Maida Block, Dist. Malda	Rs. 99,58,872/- (Ninety nine lakh fifty eight thousand eight hundred seventy two) only	Rs. 1,99,200/- (One lakh ninety nine thousand two hundred) only	90	Rs. 2,000/- (Two thousand)

2. PURCHASE OF TENDER DOCUMENTS :

Each tenderer shall be allowed to apply for TWO GROUPS only for purchase of tender documents. Each tenderer shall have to submit application in plain paper through his letter head by himself only for purchase of tender documents to the Tender Inviting Authority from 06.03.2013 to 11.03.2013 between 11.30 hours to 16.00 hours on any working days.

- A) List of common documents which shall have to be submitted by each tender at the time of submission of application:
- (i) Valid Sales Tax / VAT, Trade License and Profession Tax Clearance Certificate.
 - (ii) PAN Card of the Firm/Company /Co-operative Society/Proprietary Agency.
 - (iii) Credential in the form of Payment Certificate or execution certificate along with respective Work Order against single group of similar type of work during last five years not less than 40% of the amount put to tender.
- B) List of documents which shall have to be submitted by a Partnership Firm in addition to Sl. No 2.A)
- i) The power of attorney for the firm for signing the tender by a partner.
 - ii) Partnership deed.
- C) List of documents which shall have to be submitted by a Register Engineer's/ Labour Co-operative Society Ltd. in addition to Sl. No 2.A)
- iii) Valid N.O.C. from concerned A.R.C.S.
 - iv) Audit Report and Balance Sheet of last year.
 - v) Proof of deposition of Education fund during last year.

The complete set of tender documents required to be purchased by the agency as indicated above on payment of non-refundable cost as mention above from the Registered Office of Ghani Khan Choudhury Institute of Engineering & Technology, Vill. & P.O. Kotwali, Dist. Malda. from 12.03.2013 & 13.03.2013 between 11.30 hours to 16.00 hours on any working day, personally or through authorized representative. Request for purchase of tender document by any other means shall not be entertained. Tender documents are not transferable.

3. SUBMISSION OF TENDER :

Each tenderer shall submit the tender consisting of full set documents, duly filled up in a sealed envelope. The sealed envelope addressed to the Tender Inviting Authority shall be superscribed with the following:-

- (a) Name of Work : As mentioned above
- (b) NIT No. : 08 of 2012-2013
- (c) Name and address of the Tenderer :

The sealed envelope containing the tender documents shall be dropped in the tender box kept in the Registered Office of Ghani Khan Choudhury Institute of Engineering & Technology, Vill. & P.O. Kotwali Dist. Malda.

4. TIME SCHEDULE FOR SALE, SUBMISSION AND OPENING OF TENDER DOCUMENTS:

Last date of Application for Tender documents	: 11/03/2013 upto 16 hours
Sale of tender documents beings on	: 12/03/2013 at 11.30 hours
Sale of tender documents closes on	: 13/03/2013 up to 16.00 hours
Date and time of dropping Tender documents	: 14/03/2013 upto 14.00 hours
Date and time of opening of tender Document	: 14/03/2013 at 15.00 hours

Tenders will be opened by Assistant Engineer, Ghani Khan Choudhury Institute of Engineering & Technology (GKCIET) and authorized representative of Chairman, BoG, GKCIET, in presence of tenderers or their authorized representatives who may like to be present

5. EARNEST MONEY DEPOSIT:

Stipulated Earnest money to be deposited along with the tender shall be as indicated above against the respective group and shall be in favour of "Accounts Officer, GKCIET, Malda", in any of the following forms :-

- A Demand Draft on any scheduled Indian Bank approved by Reserve Bank of India
- Bankers Cheque/ Call Deposit / Pay order on any scheduled Indian Bank approved by Reserve Bank of India with validity period clearly noted on the same.

In no case the validity period shall be less than 180 days from the date of opening of the tender, failing which, the tender shall not be considered and shall be treated as cancelled.

Neither any previous earnest money deposit, if any, shall be adjusted against the present tender nor any such request shall be entertained. No interest on the deposited earnest money shall be allowed.

6. LANGUAGE OF TENDER :

The tender documents shall be filled in English. All literature and correspondences in connection with the tender shall be in English.

7. TENDER VALIDITY PERIOD

The tender shall be valid for 12 (twelve) months from the date of opening of tender

8. CONTRACT AWARD:

The award of contract shall normally be made within one month from the date of opening of the tender to the lowest tender.

9. OTHERS

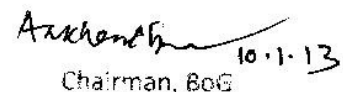
The tender notice, along with terms and conditions and other documents to be issued with the tender documents along with addendum and corrigendum if any shall form part and parcel of the tender. Acceptance of the lowest tender is not obligatory and the tendering authority reserves the right to accept or to reject any or all the tenders without showing any reasons what so ever

10. TENDER INVITING AUTHORITY

Chairman, BoG, Ghani Khan Chowdhury Institution of Engineering & Technology, Malda

11. PAYMENT :

All bills will have to be submitted to the Assistant Engineer, Ghani Khan Chowdhury Institution of Engineering & Technology, Malda, for recommendation of payment.

 10.1.13

Chairman, BoG
Ghani Khan Chowdhury Institution of
Engineering & Technology
Malda

Memo No. GKCIET/BoG/1129(9)Date : 10-01-2013**Copy forwarded for his information and wide publicity to the —**

- 1) Under Secretary to the Govt. of India, (Deptt. of Higher Education), Govt. of India, Shastri Bhawan, New Delhi.
- 2) DDO (GRANTS), MHRD. (Deptt. of Higher Education), Govt. of India, Shastri Bhawan, New Delhi.
- 3) The Director, National Institute of Technology, Durgapur, West Bengal.
- 4) OSD, G.K.C.I.E.T.,
- 5) The Director General of Central Audit, Kolkata, West Bengal
- 6) The Director General of Central Audit, AGOR Building, IP Estate, New Delhi-2
- 7) The District Magistrate (Dev. & Planning Section), Malda
- 8) Notice Board of this Office.

Chairman, BoG
Ghani Khan Chowdhury Institution of
Engineering & Technology

Dr. A. N. Khan Choudhury
Chairman, BOG

Ghani Khan Choudhury Inst of Engg & Tech
(Estt. by Ministry of H.E. Govt. of India)
Vill. & Post: Kp. B. S. Malda
Pin: 732101

Memo No. GKCIET/BoG/1129/9(9)Date : 10-01-2013**Copy forwarded to the —**

- a) Cygnus Advertising (India) Pvt. Ltd. — with request to publicity this Tender Notice and all other allied documents in WEBSITE — www.gkciet.in

Ankita

Chairman, BoG 10-1-13

Ghani Khan Chowdhury Institution of
Engineering & Technology

Dr. A. N. Khan Choudhury
Chairman, BOG

Ghani Khan Choudhury Inst of Engg. & Tech
(Estt. by Ministry of H.E. Govt. of India)
Vill. & Post: Kp. B. S. Malda
Pin: 732101

GENERAL TERMS AND CONDITIONS OF TENDER:

1.0 Preparation of Tenders.

1.1 Special Attention of Tenders:

The tender shall have to be submitted strictly in prescribed manner along with all required information. Otherwise the tender are liable to be rejected. Accordingly the tenders are requested to read the entire tender documents carefully and prepare the tenders strictly as per instructions and furnish all stipulated information.

1.2 Set of the Tender for each Group:

The set of tender to be submitted shall consist of the following:-

- (i) Prescribed Tender Form supplied by GKCIET
- (ii) Tender document consisting of
 - a) Notice Inviting Tender
 - b) Abridge Tender Notice
 - c) General Terms and Conditions
 - d) Special Terms and Conditions
 - e) Technical Guide Lines
- (iii) Schedule of rate for the work
- (iv) Stipulated Earnest Money in prescribed manner
- (v) Copies of required credentials and documents.

1.3 General Guide lines

- i) The tender document consisting of the papers listed in serial 1.2 above along with other relevant papers including corrigenda / addenda if any will be considered as part and parcel of the contract.
- ii) Invitation of this tender shall under no circumstances create any right, legal or otherwise in favor of the tender in case the tender is closed, withdrawn or cancelled before awarding the contract nor shall the inviting authority be liable to explain the reasons of such closure, withdrawal or cancellation of the tender.
- iii) Cancellation of any documents such as power of attorney, partnership deed etc. should be communicated forthwith by the tenderer in writing failing which this department shall have no responsibility or liability for action taken on the strength of the said document.
- iv) Any tender containing vague and indefinite expressions and conditions put forth by the tender and not conforming to the tender clauses appearing in the tender shall be rejected. If any tender deliberately furnishes wrong information or suppresses any material facts or creates false circumstances in his tender for qualifying, this department reserves the right to reject false tender at any stage even after the acceptance of the tender or even after awarding the work order in his favor.
- v) No tender shall be considered for evaluation unless accompanied by adequate information on the tender's qualifying criteria.
- vi) While tender are under consideration, tenders and their representatives or other interested parties shall be debarred by any means, from contacting any persons or representatives of the tender inviting authority. The tender inviting authority if necessary may be requested for clarification of tender in writing.
- vii) If the tender/s expires/expire after submission of his / their tender or after the acceptance of his/ their tender, the Institution shall deem such tender as cancelled unless the firm retains its character.

1.4 Instructions

- i) The rates shall be quoted in percentage above, less or at par schedule of rates specified place in Tender Form and the schedule of rate.
- ii) All pages of the tender documents shall be signed with type with rubber stamp at the bottom of the pages as token of acceptance of all terms and conditions.
- iii) The tender documents shall be filled up in ink or type without interlineations, alteration or modifications and shall contain all the required information.
- iv) All the corrections /modifications if any during filling up shall be crossed with a single line and signed.
- v) All the credentials submitted with the tender shall be legible, serially numbered and self attested by the tender.
- vi) No pages shall be removed from the tender documents.
- vii) If the tender is made by an individual it shall be signed by the individual in his full name and current address over rubber stamp.
- viii) If the tender is made by a proprietary's firm, it shall be signed by the proprietor in his full name of his firm with its current address over rubber stamp. If the tender is made by a firm in partnership, it shall be signed by all the partners of the firm in their full names and current addresses or by a partner holding the power of attorney for the firm for signing the tender in which case a certified copy of the attorney /partnership deed shall accompany the tender all over the corresponding rubber stamp.
- ix) If the tender is made by a limited company or a limited corporation, it shall be signed by a duly authorized person holding the power attorney for signing the tender in which case a certified copy of power of attorney shall accompany the tender. Such limited company or corporation may be required to furnish satisfactory evidence before the contract is awarded
- x) All witness and sureties shall be person of status and probity and their full names, occupations, addresses shall be stated below their signatures.
- xi) All signatures in the tender documents shall be dated.
- xii) Any tender paper not duly completed is liable to be rejected.

2.0 EARNEST MONEY :

2.1 Deposit of Earnest Money

The requisite Earnest Money as detailed in NIT No. 08 of 2012-2013 of Ghani Khan Choudhury Institute of Engineering & Technology, Maida, shall invariably be deposited with the tender in prescribed manner, failing which the tender shall be rejected.

2.2 Refund of Earnest Money Deposit

The Earnest Money Deposit against the tender is refundable to the unsuccessful tender on finalization of the tender. No interest on Earnest Money shall be paid by the Institution.

2.3 Forfeiture of Earnest Money Deposit

The Earnest Money Deposit is liable for forfeiture in the event of:

- a) Withdrawal of the offer while the offer is under consideration during the validity period.
- b) Non execution of agreement within stipulated time.
- c) Any unilateral revision in respect of offer made by the tender during the validity period.

3.0 Qualifying Criteria :

- I) **Earnest Money** – The tender shall have to enclose requisite money with the tender in prescribed manner failing which the tender shall be rejected.
- II) **Credential**- for submission of tender, the tender shall submit copies of documents payment or execution certificate in support of successfully completion of similar nature of not less than 40% of amount put to tender in any Govt. Deptt. /Semi Govt. Organization, Govt. undertaking failing which the tender shall be rejected.
- III) Documents regarding payment of sales tax /Vat, Trade License, income tax and professional tax should be furnished.

4.0 CONTRACT AWARD :

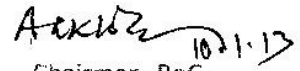
Award shall be made to the tender who fulfills all the terms and conditions as the qualifying criteria stipulated in the tender and whose tender is determined to be lowest evaluated responsive tender.

5.0 EXECUTION OF AGREEMENT

The successful tenderer will have to start the work after execution of formal agreement as per rule and will have to complete the work within the time allowed for completion.

Incomplete tender will be rejected summarily. The successful tender will have to execute a formal agreement on a non-judicial stamp paper worth Rs. 10/-

Failure to execute the agreement within stipulated time and prescribed manner shall result in cancellation of the offer acceptance and forfeiture of Earnest Money. In addition to the Security of performance deposited at the time agreement, 8% of the bill value shall be deducted from the bills so as to reach 10% of the value of work executed as Security Deposit to be released after expiry of security period.

 10.1.13

Chairman, BoG

Ghani Khan Chowdhury Institution of
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Dr. A. N. Khan Chowdhury
Chairman, BoG

Ghani Khan Chowdhury Institution of Engg. & Tech
(Estt. by Ministry of Higher Education, Govt. of West Bengal)
Vik. & Frd. Rd., Ghani Khan Chowdhury, Malda
Phone: 327 3469, 3470, 3471

SPECIAL TERMS AND CONDITIONS:

1. No claim out of typing, printing, arithmetical and / or clerical mistake anywhere in the tender shall be entertained.
2. Before submission of tender the contractor shall inspect the sites of work, get themselves thoroughly acquainted with the local condition and difficulties under which the work will have to be carried out. They should consider among others the nature of soil, climatic conditions of the locality, depth of water in the area of work, condition of the existing pucca roads, transport difficulties, non existence of the road in any place etc, extra cost involved due to above factor and other shall be included in the rates to be quoted by them.
3. All rates to be quoted by the contractors shall be inclusive of all incidental fees and charges i.e. Royalties, Octry Tax on materials, Electricity, water and other charges of Municipalities or Statutory bodies, Sales Tax etc. Nothing extra will be paid on such account.
4. No claim for idle labour should be entertained under any circumstances.
5. The contractor shall arrange all transport of tools, plants, implements and materials etc, at their own cost.
6. For all items of contract works unskilled labour shall have to be local labours. Normally without the consent of the Engineer- in -Charge, no unskilled labour should be imported from any district other than that where the work is to be executed. Imported labours can be engaged with the permission of the Engineer- in -Charge, where the exigency of progress of work so demands.
7. The contractor shall remove all unserviceable materials at the place as directed. He should leave and dress up the work site after completion of the work as per direction of the Engineer-in- charge of work. No extra payment will be paid on this account, unless specifically provided in the priced schedule.
8. In case of confusion over any clause/terms/ conditions of the tender the decision of Chairman, BoG, Ghana Khan Choudhury Institute of Engineering & Technology shall be final and binding.
9. The rates are inclusive of all necessary expenditures to cover all incidental factors like location condition and approachability of the site. No extra claim on any ground of damaged road, unfavorable site condition etc shall be entertained.
10. No escalation of rates within the validity period of the tender shall be entertained under any circumstances.
11. Cost of the works are to be included in the rates quoted for relevant items and no extra for these items of works should be paid under any circumstances.
12. The exact location of the site for execution of the works will be shown and handed over to the contract by the Engineer-in-charge or his authorized representative. After completion of the work the site will be taken over by the Assistant Engineer.
13. Time is the essence of the contract and the contractor shall have to put in full endeavor to maintain the target schedule by arranging required tools and plants and adequate labour force for completion of the work within the stipulated completion period. Under normal circumstances no extension of time shall be allowed.
14. Extension of time may be granted in consideration of unavoidable delay in completion of the works due to, whether directly or indirectly and strike, lock out acts of God, invasion, enemy action riot or confusion, requisition of or damage to property by or under the order of any Government of public on the local authority, nature calamities like earthquake or flood or any other causes beyond control, the contractor shall within 7(seven) days from the date when cause of any such delay occurs, notify the government in writing of the cause of the delay and the government may extend time of completion after ascertainment of the acts and the extend of the delay that may necessitate an extension of time for completion works when it is judgment such extension is justified. Any claim for compensation, idle labour charge etc, on the above grounds will not be accepted.
15. Immediately after taking over the site, the contractor shall inform the Engineer-in- charge, about the work programmer in writing.
16. The work shall be carried out strictly according to the tendered schedule of work and specification laid down therein. No extra or supplementary item of work shall be taken up nor any deviation from

- scheduled specification or drawing shall be made without prior written approval of the Engineer-in-charge.
17. The mode of execution of all construction work and mode measurement shall be as laid down in the current PWD Bldg schedule if not otherwise mentioned in this contract
 18. The workmanship and finishing of the work should be first class and up to the entire satisfaction of the Engineer-in-charge.
 19. Samples of goods to be supplied by the contractors and used in the works shall have to be got approved by the Engineer-in-charge of work prior to being utilized in work.
 20. Testing of materials if necessary, arrangement for the same should also be made by the supplier/contractor as their own risk and cost.
 21. The contractor shall supply necessary labour (skilled and unskilled) as well as proper construction equipment including tools and plants for execution of the work.
 22. All provisions of labour laws including all amendments thereof shall be strictly followed by the construction for execution of the work under this contract
 23. Contractor shall make necessary arrangement for the water required for work and for drinking purpose of his labour force including accommodation of the workers at the site at his own cost
 24. The Contractor shall maintain a site register having duplicate pages serially machine numbered at site.
 25. Tender received late (i.e. beyond the schedule time) on account of any reasons, whatsoever will be returned to the tender unopened telegraphic tender will not be entertained.
 26. The validity of tender for acceptance will remain up to 2 (two) calendar month from the tender date of opening of tenders during period of which no tender will be allowed to withdraw his tender, of any tender for any reason withdraw his tender during the above mentioned period i.e.(2 Two) Months the earnest money deposited with the tender will be forfeited.
 27. If administrative reason, the date of receiving for dropping of tenders be declared a holiday or office remain closed for any reason, whatsoever the tender will be received and opened on the next working days at same time and place. The tender shall be valid for a period of 90(Ninety) days from the date of opening of tender and award contract shall normally be made within 90(Ninety) days from the date of opening the tender.
 28. Tender papers will be signed in all pages under proper seal of the firm, In case of partnership firm tender papers must be signed by all partners or a person holding power attorney. A certified copy of power of attorney shall be submitted with the tender papers. Any corrections should be initiated by the tender.
 29. A tender once submitted should not be withdrawn within the validity period, until and unless any unforeseen situation occurs which is beyond the control of the tenderers as well as the institution. If a successful tenderer fails to comply the orders without any justified within the specified time then his Earnest Money of whole of the security deposited with tender shall be forfeited and be absolutely at disposal of the accepting authority. The defaulters will be debarred from participation in any tender of this Institution for a period of minimum 2 (Two) consecutive years.
 30. If a tender is submitted by Limited Company or a Limited Corporation it shall be signed by person holding the power of attorney for signing the tender in which case a certified copy of the power of attorney shall accompany the tender. Such Limited Company will be required to furnish satisfactory evidence of its existence before the contract is awarded.
 31. Tender papers will be issued to the tenders at the time of purchase and all those papers must be submitted while dropping the tenders, otherwise the tenders will be informal.
 32. Tender papers shall be allowed in a sealed cover with tender reference and name of the work super scribed on it in capital letters on the left side of the envelop, including the group applied for.
 33. Any change will specification and design must be approved by the Engineer-in-charge.
 34. No excuse will be considered by showing the cause of non-availability of specific materials in the market.

35. In addition to all the condition mentioned above, all the terms of contract included in the prescribed contact form of Govt. of West Bengal, will be binding upon the contractor.
36. Security deposit will be admissible for refund after three months from the date of satisfactory completion of works. Any defect arising during this period regarding construction will have to be rectified by the contractor at this own cost.

Last date of completion of the work has to be completed within this specified date.

A. N. Khan 10.1.13

Chairman, BoG

Ghani Khan Chowdhury Institution of
Engineering & Technology

Malda

Dr. A. N. Khan, Chairman,
Chairman, BoG

Ghani Khan Chowdhury Inst. of Engg. & Tech.

(Est. by Ministry of P.T.D. Govt. of West Bengal)

Vill. & Post : Kotwaki, Dist. Malda.

Pin- 732144 West Bengal

TECHNICAL GUIDELINES

1. (a) After the completion of the work, the contractor shall remove all plants, machinery etc, and dress, level the ground as directed by the Engineer-in-charge. All temporary contraction at the site necessary for the work and dismantling the same after completion of the work will be done by the Contactor at this own cost.
- (b) The Contractor shall inform the Engineer-in-charge in writing sufficiently in advance about programme of works relating to the handed over to him and also submit letter of authority to the Engineer-in-charge, in favour of his representative's attesting his signature, in respect of receipt signing technical records, measurements and accepting payments.
- (c) A site order Book containing duplicate pages serially machine numbered shall be maintained in the site. The site order book shall be authenticated by Engineer-in-charge under his signature.
2. **Materials and Transport:**
The Contactor shall make his own arrangement for transportation of all materials to the site at his own cost.
3. **Testing Instruments:**
The Contactor shall arrange and always maintain in good condition at site, steel tape and such other instruments and appliances and other testing instruments of approved specification, quality and make as are necessary for proper control of work during its execution.
4. **Free payable by the Dealing Agency:**
All quarry fees, royalties, duties, taxes etc, if payable, on any materials brought for use at work site and/or for transportation for machineries and equipments shall borne by the Contractor.
5. **Supervision:**
All works are to be conducted strictly under the supervision of Engineer-in-charge or his authorized representative not below the rank of Junior-Engineer.
6. **Mode of Measurement:**
The agency shall be paid on actual measurement of finished work on the basis of accepted rates as per agreement.


 10.1.13
 Chairman, BoG

Ghani Khan Chowdhury Institution of
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 (Estt. by Ministry of H.D. Govt. of India)
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