



कोलकाता पत्तन न्यास  
**KOLKATA PORT TRUST**  
सिविल इंजीनियरिंग विभाग / Civil Engineering Department  
अधीक्षण अभियंता (कोलकाता) का कार्यालय /  
Office of the **Superintending Engineer**, Kolkata  
15, स्ट्रैंड रोड, कोलकाता – 700 001/ 15, Strand Road, Kolkata – 700 001

FAX No: 033-2230-0413 | EPBX No: 033-2230-3451 (Extn : 388) | E – Mail: [bs.kanwar@kolkatapotrtrust.gov.in](mailto:bs.kanwar@kolkatapotrtrust.gov.in)

**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

No: CT/NIT/2019/04

Dated: 11/02/2019

**NOTICE INVITING TENDER**

Messrs/ Shri .....

.....

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Dear Sir(s),

**Sub: Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

Sealed tenders are invited from resourceful, experienced and bonafide **Registered / Enlisted Contractors of KoPT** for the subject work as per following Prequalification Criteria on **percentage above/below/at par** basis on estimated rates / amount (as shown in 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.

**1. Pre-qualification Criteria:**

- A.** The intending bidder must have successfully completed similar works like **work of construction / repairing / remodelling / modification of building or shade or godown or industrial structure** during the last 7(seven) years ending last day of month previous to one in which applications are invited and the experience should be either of the following:
- Three completed works each costing not less than the amount equal to 40% of the estimated amount put to tender.
  - Two completed works each costing not less than the amount equal to 50% of the estimated amount put to tender.
  - One completed work costing not less than the amount equal to 80% of the estimated amount put to tender.

<b>Estimated amount put to tender</b>	: 179695.86
<b>Earnest Money Deposit</b>	: 3600.00 [ Not required for enlisted contractors ]
<b>Time Of Completion</b>	: One (01) month.
<b>Cost of tender documents</b>	: 590.00 per set (non-refundable)
<b>Period of sale of tender documents</b>	: On any working day from 14/02/2019 to 07/03/2019 upto 12.00 P.M on application from SE (Kol)'s Office. <b>OR</b> From website <a href="http://www.kolkatapotrtrust.gov.in">www.kolkatapotrtrust.gov.in</a>
<b>Date of submission &amp; opening</b>	: 07/03/2019 Submission : up to 3.00 P.M Opening : Shortly after 3.00 P.M



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- B.** The average Annual Financial turnover of the intending tenderer during the last 3 years ending 31<sup>st</sup> March of the last financial year should be at least 30% of the estimated amount put to tender.
2. The Trustees' General Conditions of Contract, Schedules of Rates may be seen at this office during office hours on any working day. The GCC is also available on Ko.P.T's website. Rest of the tender documents like Special Conditions of Contract, B.O.Q. etc. are attached herewith.
3. 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.
4. The tenderer who is tendering beyond his financial limit as per class of enlistment with KoPT, is required to deposit the Earnest Money Deposit in the form 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 without which the tender may be disqualified. The tenderer in such a case may also submit the EMD in cash with Trustees' Treasurer and submit the treasury receipt thereof in original with his offer.
5. The EMD amount will be refunded to the unsuccessful tenderer 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. Tender offer without EMD will be rejected.
6. In case a bidder submits his offer after downloading the tender documents from Ko.P.T's website, he shall have to pay the cost of tender document by draft or by banker's cheque drawn in favour of **'Kolkata Port Trust'** at the time of submission of tender offer.
7. The rate quoted by the Contractor must be valid up to four months after opening of tender.
8. The rate quoted by the tenderer should be completed in all respect and should include all duties, taxes, octroi, surcharge etc.
9. 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. Bidders **shall not use white ink** for correction in any place of the tender. Non conformation to this instruction shall be treated as non responsive and hence may disqualify the tender.



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**10.** The tender duly filled in, totalled and signed along with the following documents shall be submitted in

**11.** Sealed cover superscribing the above name of work so as to reach this office within 3:00 P.M. on **07/03/2019**. The tender will be opened shortly after 3:00 P.M, on the same day and intending bidders or their authorised representatives may attend the same. In the event of any unforeseen circumstances such as holidays, bandhs, strikes etc., on that day, the tenders may be submitted by 3:00 P.M. on the next Working day, and will be opened shortly after 3 P.M. on the same day. All other conditions shall remain the same. **Except this, the notice inviting tender shall not be extended under any situation.**

**Documents to be submitted with the tender:**

- i) GST registration certificate.
- ii) Valid Trade Licence.
- iii) Valid Professional Tax Clearance Certificate / Up to date tax payment challan.
- iv) Proof of possessing valid Employees' Provident Fund (EPF) Account. EPF Registration Certificate.
- v) Proof of being registered with Employees' State Insurance Corporation (ESIC), ESI Registration Certificate.
- vi) Details of the firm as per Schedule-O (in Part-I) of the tender document duly filled up.
- vii) Credentials in the form of copies of Letters of Award of Works along with corresponding Completion Certificates from owners to justify that the intending bidder satisfies the earlier mentioned pre-qualification criteria.
- viii) Last three years balance sheet and profit & loss account in support of Annual Financial turnover (i.e. 2015 – 2016, 2016 - 2017 and 2017 - 2018). The same should be audited as per relevant norms wherever required.
- ix) PAN Card
- x) Bank Draft/ Pay order etc. regarding EMD & Cost of Tender documents/valid NSIC certificate
- xi) A list of technically qualified and skilled persons would be engaged to supervise and execute the work
- xii) Self declaration of the bidder that the Bidding Firm has Not been debarred / de- listed by any Govt / Quasi Govt. / Public Sector undertaking in India.
- xiii) The proprietor/partner(s)/authorized signatory of the bidding firm (in the case of proprietorship firm /partnership firm /limited company, as the case may be) is/are not associated with any other firm bidding for the same work.
- xiv) A list of works which are in hand at the time of submitting the offer as per the enclosed proforma titled 'Concurrent Commitments of The Bidder' vide 'Annexure-C' (Schedule –T) in Part-I of the tender document.
- xv) Undertaking of the tenderer to be submitted as per enclosed Pro-forma (Annexure –D-1) in lieu of submission of signed copies of the full Tender document including addenda, corrigendum & GCC.



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12. All the tenderers should submit the above documents along with proforma of checklist attached with the **tender documents in a sealed cover.** **If the tenderer fails to submit such check list duly filled up, the tender would not be considered for opening.** If contents of check list turn out to be misrepresentation of facts, then such bids would be rejected even after opening of Price bid with a recorded warning for the bidder.
13. For Micro & Small Enterprises (MSEs) registered with NSIC & or MSME:-
- Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) or MSME are exempted from depositing Cost of Tender Document and Earnest Money.
  - If Micro & Small Enterprises (MSEs) registered with NSIC or MSME intends to participate in the tender, for the items they are not registered with NSIC, then they will have to deposit cost of Tender Document, full amount of Earnest Money as per NIT. Otherwise their offer will not be considered.
  - Copy of valid NSIC Certificate for MSEs has to be submitted along with bid.
14. The tenderer must return the tender document duly filled in and signed in all pages over his office seal. The tenderer shall not impose his own terms and conditions. Such a tender is liable for rejection at the option of the tender inviting authority without further reference to the tenderer.
15. The undersigned does not bind him 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.
16. All intending tenderer at the time of tender have to enclose all necessary documents relating to their valid EPF/ESI Registration.  
In case they are exempted under ESI Act, they have to furnish the details of such exemption, failing which their tender would be liable to be cancelled. They would furnish necessary documents along with an affidavit on a Non-Judicial stamp paper of Rs.10/= affirmed before a first class Judicial Magistrate to that effect as per enclosed Proforma and they must additionally indemnify KoPT against all damages and accident occurring to his labour in a Non – Judicial Stamp Paper worth Rs. 50.00.  
The Proforma Indemnity Bond shall have to be collected by the tenderer from the office of the Superintending Engineer, Kolkata.  
The stamp paper for Affidavit & Indemnity Bond may be purchased before the date of N.I.T. but the Affidavit should be sworn after the date of N.I.T. The same should be purchased in the name of tenderer or with the name of Advocate who has signed in the affidavit.
17. All intending tenderers shall furnish the details of P.F. Registration failing which their tender would be liable to be cancelled.

Sd/-

**Superintending Engineer (Kolkata)**



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**INSTRUCTION TO TENDERER**

- 1) 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. The Contractor shall comply to the Employees' Bonus rules & to pay Bonus once a year (if applicable) to his workmen accordingly, for which no extra payment shall be made to the Contractor.
- 2) An amount of Labour Welfare 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. ***Wages to be paid to the workers on the basis of relevant M.W. Act circular of W.B. Govt. & Central Govt., whichever is higher for the respective category.***
- 3) **Submission of required documents with tender offer :-**
  - (i) When the tender is opened between April to June of any year and the bidder is unable to submit audited accounts of the previous year i.e latest financial year, the bidder may submit audited accounts of the financial year previous to the latest financial year.
  - (ii) In case tender is opened after June of any year and the bidder is unable to submit audited accounts of the previous year i.e latest financial year, the bidder may submit a certificate of turnover issued by the statutory auditor of the company / firm for the latest financial year.
  - (iii) In case a bidder is unable to submit other documents required as per clause 10 of NIT along with the tender offer, the bidder should state it clearly on the checklist and submit the same and the Indemnity Bond (if required) within 15 (fifteen) days from date of opening of tender, failing which the offer shall be evaluated based on the submitted documents.
  - (iv) In case a bidder submits valid Professional tax Clearance Certificate / Challan valid for the last completed financial year and not the current one and if he is awarded the contract then it will be the contractor's responsibility to comply with the requirements of the concerned authority during the entire tenure of the contract.
- 4) While quoting the rate it should be noted that the tenderer should on no account overwrite the figures. Any necessary correction 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 rejected.
- 5) **Bidder shall not use 'White Ink' for correction at any place of the tender paper.** Non-conformation to the instruction shall be treated as non-responsive and hence, may disqualify the tender.
- 6) The tender shall be evaluated on lowest offer basis.



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**SCOPE OF THE WORK**

The work comprises of dismantling of plaster/masonry/PVC floor and allied items and providing plaster/masonry/Emulsion/Acrylic Paint/teak veneer/ Ply/ wood works / False Ceiling/ PVC Floor and allied items as required and any other work required for remodelling as described and set forth in the Bill of quantities, Special Conditions of Contract, Technical Specifications of Works, Specification for Materials and workmanship with all additional or varied works which may thereafter be required in accordance with Clause 7 of General Conditions of Contract and as per the direction and up to the satisfaction of the Engineer.

It may be noted that the work shall have to be executed in a running Office. Hence, due care must be taken by the contractor in executing and subsequently accomplishing the task to the desired extent within the stipulated time frame.

**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. Special Conditions of Contract shall be read in conjunction with the General Conditions of Contract, Instructions to Bidders, Bill of Quantities and other documents forming part of this Contract. If the stipulations in the various tender documents be found to be at variance in any respect, one will override others (but only to the extent these are at variance) in the order of precedence as given in the list below, i.e. any particular item in the list will take precedence over all those placed lower down in the list.

- i) Order Letter.
- ii) Bill of Quantities.
- iii) Special Conditions of the Contract.
- iv) General Conditions of Contract.

In case of any dispute, question or difference either during the execution of the work or any other time as to any matter or thing connected with or arising out of this Contract, the decision of the Engineer shall be final and binding.

2. **Work Site:** The Work site is located at KoPT Fairlie Warehouse at 06, Strand Road, Kolkata – 70000. 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 the 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 work site during the tenure of his work.
3. **Working Period:** Normally the work will be carried out between 8 A.M. to 5 P.M. on the Trustees' working days only.





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4. **Time of Completion**: The work is need based in nature and shall have to be executed within a period of 01(One) month from the date of placement of Work Order which may be extended as per mutual consent of the tenderer with same terms and conditions of tender.
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 to leave the site at its initial condition. The Trustees' will, however, allow the construction of godown on the Trustees' land free of rent during execution of the work.
6. **Water**: The contractor shall make his own arrangement for supplying of water required for the work. However, efforts may be made to give some water connection near to the site for drinking purpose only, free of cost.
7. **Periodic replacements** : The contractor shall have to redo the executed work (if required) till completion of the work as per directions of the Engineer-in-Charge.
8. **Supervision, Tools & Equipments** : The contractor shall have to engage sufficient number of qualified and skilled persons to supervise and execute the work. The contractor should arrange for all necessary tools and equipments, manures etc. required for successful execution of work at his own cost.
9. **Escalation / variation in prices** : No escalation / variation on prices of labour as well as materials will be considered for payment.
10. **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.
11. **Security Restrictions** : keeping in mind the security rules and regulations applicable at Trustees' offices / other premises regarding entry and exit, the successful tenderer shall arrange for necessary permit / ensuring identity of workmen as and when required for men , material and vehicle at no extra cost to the Trustees.
12. **Compliance to the Labour Laws and Contract Labour Regulation and Abolition Act, 1970: Co** The contractor shall be required to comply with the Minimum Wages Acts 1948, Employees Liability 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. The successful bidder i.e. the contractor shall be required to pay the labourers the daily Minimum Wage applicable to Kolkata [ i.e area A ] as notified through relevant circular of CLC (Central), Govt. Of India issued from time to time in this regard.  
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 Bye-laws and Procedures.



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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 sub contractor.

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 Licence 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.

13. Regarding extra, excess / delay / extension of time/ Liquidated damages for delay / Termination of Contract, necessary action shall be taken as per relevant provisions of the Trustees' General Conditions of Contract.

**14. TAXES & DUTIES:**

The prices quoted shall be including all statutory levies excluding GST, which shall be paid extra. Supplier/service provider to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.

a. The Supplier/ Service Provider agrees to comply with all applicable GST laws, including GST acts, rules, regulations, procedures, circulars & instructions there under 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.

b. 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.

c. 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

However the taxes as applicable will be deducted at applicable rate fixed by the government time to time on the amount of recoveries like L.D, damage, penalty, land rent, electricity charges etc. from the contractor's bill.





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**PREAMBLE TO THE BILL OF QUANTITIES**

1. The Bill of Quantities must be read along with the General Conditions of Contract, the Special Conditions of Contract and the Bidder is deemed to have examined the above documents and to have thoroughly familiarise himself with the total scope of work and its mode of execution.
2. The quantities given in the Bill of Quantities are approximate only and are given to provide a common basis for tendering. Payment will be made according to the quantities of each item of work actually carried out at the accepted rates as per Order Letter. The Engineer or his Representative shall measure the measurements of each item of work jointly.
3. This being a percentage rate tender, the Bidder shall quote his rates as percentage above / below / at par with the estimated amount put to tender properly based on his own analysis in the '**ABSTRACT FORM OF TENDER**' both in words and in figures.
4. In such cases, if arithmetical error is committed by the tenderer in working out the amount, the tendered percentage shall be taken into account and the amount corrected and the corrections authenticated by the tenderer.
5. When there is a difference between the percentage quoted in words and in figures, the percentage rate which complies with the amount worked out by the tenderer for this amount shall be taken as correct.

\*\*\*\*\*



कोलकाता पत्तन न्यास  
**KOLKATA PORT TRUST**  
 सिविल इंजीनियरिंग विभाग / Civil Engineering Department  
 अधीक्षण अभियंता (कोलकाता) का कार्यालय /  
 Office of the **Superintending Engineer**, Kolkata  
 15, स्ट्रैंड रोड, कोलकाता – 700 001/ 15, Strand Road, Kolkata – 700 001

FAX No: 033-2230-0413 | EPBX No: 033-2230-3451 (Extn : 388) | E – Mail: [bs.kanwar@kolkatapotrust.gov.in](mailto:bs.kanwar@kolkatapotrust.gov.in)

**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

**BILL OF QUANTITIES**

Sl. No	Description of Item	Quantity	Rate	Unit	Amount
1	125 mm. thick brick work with 1st class bricks in cement mortar (1:4) in first floor.	0.30 Sqm	748.00	Sqm	224.40
2	Stripping off worn out plaster and raking out joints of walls, celings etc. upto any height and in any floor including removing rubbish within a lead of 75m as directed.	20.00 Sqm	19.00	Sqm	380.00
3	Plaster (to wall, floor, ceiling etc.) with sand and cement mortar including rounding off or chamfering corners as directed and raking out joints including throating, nosing and drip course, scaffolding/staging where necessary (first floor).[Excluding cost of chipping over concrete surface]. With 1:6 cement mortar. 15 mm thick plaster including internal plaster.	20.00 Sqm	155.00	Sqm	3,100.00
4	M.F. suspended ceiling made with 12.5 mm thick Gypsum plaster board including G.I. perimeter channel of 0.55 mm flush (having two flanges 20 mm and 30 mm respectively and web 27 mm ) along with perimeter of ceiling with G.I. intermediate channel of 0.9 mm thick size 45 mmx15mm placed at 750 mm c/c with G.I. ceiling angle of size 25mmx10mmx0.55 mm thick fixed to the ceiling with G.I. Cleat and steel expansion fastener ceiling section 0.55 mm thick of size 51.50 mmx26mm fixed to the intermediate channels with the help of connecting clip and in the direction of perpendicular to the intermediate channel of 300 mm c/c 12.5mm thick Gypsum plastered board are to be fixed under ceiling section as above by machine screws. The boards are to be joined and finished with jointing compound, paper tape and application of top coat etc. as per the direction of Engineer-in-charge. (The rate includes of cost of all materials including taxes, cost of accessories, fittings and fixtures, scaffolding and labour charges etc. complete). All floors.	85.00 Sqm	1159.00	Sqm	98,515.00



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

01/11/2019		Dated: 11/02/2019				
5	Wood work in door and window frame fitted and fixed in position complete including a protective coat of painting at the contact surface of the frame excluding cost of concrete, Iron Butt Hinges and M.S clamps. (The quantum should be corrected upto three decimals). Sal : Malayasian.	0.07	Cum	83218.00	Cum	5,825.26
6	Wood work in posts, post plates, rafters, battens, truss members, purloins etc. fitted and fixed complete (excluding the cost of bolts, paints, but including the cost of nails, screws etc.) Sal : Malayasian.	0.40	Cum	83283.00	Cum	33,313.20
7	Partition of commercial ply as per design fitted and fixed complete (excluding the supporting framework but including necessary teak wood battens of size 40mmx 25 mm): 6mm thick. In 1st. Floor.	5.00	Sqm	791.00	Sqm	3,955.00
8	Supplying fitting, fixing decorative lamination conforming to IS: 2046 : 1995 as per approved make, brand, finish and thickness with fitting, fixing the same on Particle/MDF / Ply Boards with recommended / approved adhesive with proper clipping the sides for better attachment as per direction of Engineer-in-charge. The rate includes the cost of labour, adhesive and all incidental charges thereof. In first floor Glossy/Matt/Suede excluding surface texture or metallic. Thickness of laminate 1 mm.	5.00	Sqm	702.00	Sqm	3,510.00



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

<b>9</b>	Supplying solid flush type doors of commercial quality, the timber frame consisting of top and bottom rails and side styles of well seasoned timber 65mm wide each and the entire frame fitted with 37.5mm wide battens places both ways in order to make the door of solid core and internal lipping with Garjan or similar wood veneers using phenol formaldehyde as glue etc. complete, including fitting, fixing shutters in position but excluding the cost of hinges and other fittings in first floor. 35 mm thick shutters (single leaf)	2.00	Sqm	2673.00	Sqm	<b>5,346.00</b>
<b>10</b>	Iron butt hinges of approved quality fitted and fixed with steel screws, with ISI mark. 100mm. X 75mm. X 3.50mm.	3.00	No.	66.00	Each.	<b>198.00</b>
<b>11</b>	Hydraulic door closer of approved quality as per I.S.I. standard fitted and fixed complete. Medium (I.S.I. size 2)	1.00	No.	1366.00	Each.	<b>1,366.00</b>
<b>12</b>	Anodised aliminium D-type handle of approved quality manufactured from extruded section conforming to I.S. specification (I.S. 230/72) fitted and fixed complete: With continuous plate base (Hexagonal/ Round rod) 125 mm grip x 12 mm dia rod.	2.00	No.	103.00	Each.	<b>206.00</b>
<b>13</b>	Anodised aluminium Aldrop / Sliding bolts of approved quality manufactured from extruded section conforming to I.S. specification (I.S. 2681/66) fitted and fixed complete. (i) 250mm x 19mm dia. bolt.	1.00	No.	287.00	Each.	<b>287.00</b>
<b>14</b>	Floor Door stopper (Anodised aluminium).	1.00	No.	70.00	Each.	<b>70.00</b>
<b>15</b>	Priming one coat on timber or plastered surface with synthetic oil bound primer of approved quality including smoothening surfaces by sand papering etc.	160.00	Sqm	38.00	Sqm	<b>6,080.00</b>



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

<b>16</b>	Applying Acrylic Emulsion Paint of approved make and brand on walls and ceiling including sand papering in intermediate coats including putty (to be done under specific instruction of Superintending Engineer) (Two coats) Luxury Quality.	160.00	Sqm	70.00	Sqm	<b>11,200.00</b>
<b>17</b>	Supplying & 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 thick (Plain).	12.00	Sqm	510	Sqm	<b>6,120.00</b>
<b>Total</b>						<b>1,79,695.86</b>

**Grand Total: 1,79,695.86**

**(Rupees One Lakh Seventy Nine Thousand Six Hundred Ninety Five and Paise Eighty Six Only)**





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**अधीक्षण अभियंता (कोलकाता) का कार्यालय /**  
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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

Tenderer to fill up the following [score out which is not applicable]

<p>(a).....%</p> <p style="text-align: center;">(in figures)</p> <p>.....Percent</p> <p style="text-align: center;">(in words)</p>	<p>Below</p> <p>par (-) Rs.</p>	<p><b><u>price not to be quoted here</u></b></p>
<p>(b).....</p> <p style="text-align: center;">(in figures)</p> <p>.....Percent</p> <p style="text-align: center;">(in words)</p>	<p>At par</p> <p>Above par (+) Rs.</p>	<p>NIL</p>

**Total Tendered Amount: Rs.**

Total tendered amount (in words).....

**[The prices quoted shall be including all statutory levies excluding GST, which shall be paid extra]**

Time of Completion : 01 (One) month

Signature of the Tenderer (s) :

Name and address of the Tenderer (s) : .....

Class of registration at Ko.P.T & details

of Standing Security Deposit.



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

Permanent Income Tax A/C.No. :

.....

Valid E.S.I. Registration No. :

.....

Valid E.P.F. Registration No. : .....

Tender opening officer : i).....

ii).....

Whether the tenderer is covered under E.S.I. Act or not : **YES / NO**

List of documents submitted in connection with E.S.I. Act : i) .....  
ii) .....  
iii) .....



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

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

**FORM OF TENDER**

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 **01 (One)** month 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 ` .....

(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)



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

Witness :

Signature \_\_\_\_\_

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

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

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

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

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

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



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**  
**To**

**Dated: 11/02/2019**

**The Superintending Engineer (Kolkata).**  
**Kolkata Port Trust.**

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. Cost of tender document (if required).
2. Treasury Receipt, Bankers cheque in original for Earnest money / Copy of Treasury receipt issued against Permanent Security Deposit.
3. Proof of experience and turn over as per pre-qualification criteria.
4. ESI/EPF Registration certificate, if applicable  
OR
5. An Affidavit in original affirmed before a First Class Magistrate indicating that ESI Act is not applicable on non-judicial stamp paper worth Rs.10/- and Indemnity Bond in original in favour of KoPT drawn on a non-judicial stamp worth of Rs.50/- both as per your given proforma.
6. EPF Registration certificate.
7. The GST Registration certificate.
8. PAN Certificate.
9. Copy of Labour Licence (if applicable).
10. Copy of Trade Licence.
11. Copy of Professional tax clearance certificate / upto date challan.

Enclo : As above.

**Yours faithfully,**

**(Signature of the Tenderer).**





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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

**On Rupees Ten Non-Judicial Stamp Paper**

**BEFORE THE 1<sup>ST</sup> CLASS JUDICIAL MAGISTRATE AT .....**

**AFFIDAVIT**

I ..... son of ..... aged about..... year, by faith  
....., by occupation ..... residing at ....., do hereby solemnly affirm and declare as follows:-

1. **THAT** I am the proprietor/Partner of ..... having office at ..... and carrying on business on the said name and style.

(In case the above Deponent is an enlisted Contractor at Kolkata Port Trust, the same should be mentioned in the affidavit).

2. **THAT** my aforesaid Firm is exempted from E.S.I. Act and the said Firm has no valid E.S.I. Registration.

3. **THAT** the present affidavit is to be files before the Kolkata Port Trust as per the Clause No.10 of the Tender No **CT/NIT/2019/04 dated 11/02/2019** issued by Kolkata Port Trust in respect of the work **Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08.**

4. **THAT** the statements made above are all true to the best of my knowledge and belief.

**DEPONENT**

**Identified by me**



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**Tender for Modification of existing PF Office in connection with proposed Accounts Office at 1<sup>st</sup> Floor of Fairlie Warehouse Bay No.08**

**No: CT/NIT/2019/04**

**Dated: 11/02/2019**

**On Rupees Fifty Non-Judicial Stamp Paper.**

**INDEMNITY BOND**

BY THIS BOND I, Shri/Smt. \_\_\_\_\_ son of  
Shri/Smt. \_\_\_\_\_ residing at \_\_\_\_\_ by  
occupation \_\_\_\_\_, the Partner/Proprietor/Director \_\_\_\_\_ having office  
at \_\_\_\_\_, am a tenderer under Civil Engineering Department, Kolkata Port Trust  
(A Statutory Body under MPT Act, 1963).

2. WHEREAS, the said Kolkata Port Trust had asked the every tenderer, who is not covered under E.S.I. Act or exempted to furnish an Indemnity Bond in favour of Civil Engineering Department, Kolkata Port Trust against all damages and accidents to the Labourer Tenderer/Contractor.

3. NOW THIS BOND OF INDEMNITY WITNESSETH THAT the tenderer/contractor named herein above shall indemnify the Kolkata Port Trust against all damages and accidents occurring to the Labourers of the Tenderer/Contractor as demanded by the Kolkata Port Trust and which shall be legal and/or claimed by the Kolkata Port Trust during the execution of the work stated in the NIT No. **CT/NIT/2019/04 dated 11/02/2019.**

4. AND the Contractor hereunder agree to indemnify and at all times keep indemnified the Kolkata Port Trust and its administrator and representative and also all such possible claim or demand for damages and accidents.

IN WITNESS WHERE OF I, \_\_\_\_\_, the Partner/Proprietor/Director  
\_\_\_\_\_ hereto set and seal this the \_\_\_\_\_ day of \_\_\_\_\_  
in the year \_\_\_\_\_ at \_\_\_\_\_

Signature of the Indemnifier

Sureties :

1. Name :  
Address :

2. Name :  
Address :  
Witnesses :

**[NOTE : to be submitted by the L1 bidder within 07 (Seven) days (if applicable)]**