

# West Bengal Infrastructure Development Finance Corporation Limited

(Wholly-owned by the Govt. of West Bengal)

36A, Hemanta Basu Sarani, Kolkata – 700001

CIN : U74140WB1997SGC084422

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## QUOTATION CALL NOTICE (2<sup>nd</sup> Call)

Sealed Quotations are hereby invited from empanelled / enlisted vendors of the Corporation for supply and installation of letter boxes at Site II & III of Sankalpa Housing Project of WBIDFC at Newtown, kolkata. The sealed envelope comprising of (i) Earnest Money Deposit (EMD), (ii) Financial bid (according to the Technical Specification as mentioned in Annexure I), shall reach the Administrative Office of WBIDFC, Block-A, 'Mangalam' Building, 1st Floor, 24 Hemanta Basu Sarani, Kolkata – 700001, on or before 03.09.2015 till 4:00 p.m. The Format for Technical Specification of the work is mentioned in **Annexure I**.

### Terms and Conditions:

Quotations are invited in a sealed envelope on the following terms & conditions from the empanelled / enlisted vendors of our Corporation dealing in supply and installation of wooden letter boxes at Site II & III of Sankalpa Housing Project at Newtown, kolkata.

Interested Participants are advised to quote their rate after careful study of technical specifications enclosed as Annexure to this notice and on the following terms and conditions:-

1. The Quotation should reach this office by 4:00 p.m. on 03.09.2015 as per quotation notice.
2. The Quotation /Bids will be opened on 03.09.2015 at 4.30 p.m. at the Administrative Office of WBIDFC, Block-A, 'Mangalam Building', Block A, 1st Floor, 24, Hemanta Basu Sarani, Kolkata-700001.
3. Only authorized representatives of the vendors will be allowed to attend the quotation opening process. They should also bring Letter-Head of the firm/company with an undertaking that any decision/negotiation taken by them would be accepted by firm/company.
4. The Bids will be evaluated on the basis of price quoted by the eligible Vendors and the Vendor quoting L-1 price will be awarded with the job, subject to compliance with other applicable terms & conditions.

Any additional information you wish to provide, may be attached.



4. Quotation received after the due date & time is liable to be rejected. **Quotation by FAX/e-mail will not be entertained.**

5. **Earnest Money Deposit (EMD):** Earnest Money Deposit of Rs 10,000/- (Rupees Ten Thousand Only) in favour of "**West Bengal Infrastructure Development Finance Corporation Limited**" or "**WBIDFC LTD**", in the form of an Demand Draft, payable at Kolkata, should be attached with the quotation, failing of which the quotation shall be liable for rejection.

6. **Refund of EMD:** The earnest money deposited against the quotation is refundable to the unsuccessful participants within 15 days of finalization of the tender without any interest. In case of successful participants, the EMD shall be released after successful execution of the work order.

**7. Payment terms:**

[A] Thirty percent (30%) of the value of work order may be paid after satisfactory mobilization of all the materials at site of works and on certification from Engineer-in-charge of WBIDFC about the starting of work.

[B] Sixty percent (60%) of the value of the work order may be paid within 30 days on getting satisfactory report from the Engineer-in-charge of the WBIDFC about successful completion of installation of letter boxes.

[C] Balance Ten percent (10%) of work value will be kept as a security deposit which will be deducted from bill and would be refunded (interest not applicable) on the successful and satisfactory completion of defect liability period of one year.

All payments will be released based on separate invoices submitted to the WBIDFC by the supplier and after making statutory deductions.

8. **All quoted rate shall include the cost of material, transportations , labour charges ,all taxes such as Sales tax, Excise Duty, Labour Cess and Works Contract Tax etc. and other duties as leviable. Where there is a discrepancy between the unit rate & the line item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.**

9. Before quoting the rates the Interested Participants may visit the site and assess the condition of work including risk factor etc. under prior intimation to WBIDFC.

10. The Firm/ Dealer/Supplier/Contractor will have to handover the premises to WBIDFC in neat and clean condition and remove all debris and all other material and rubbish from site at his own cost.

11. The fixing of the letter boxes should be, as specified in tender / quotation or as approved by Engineer- in-charge.



## 12. SPECIAL CLAUSES:

a) **NO ESCALATION FOR LABOUR & MATERIAL** will be accepted. During the entire course of work i.e. from the commencement of the work to handing over the complete job to the Engineer-in-Charge, no escalation will be paid to the contractor for increase in the cost of material and labour.

b) **Time of completion** of the entire work of Site II and Site III, will be 90 (ninety) days from the date of issue of the work-order. In case the work is not completed within the stipulated time-frame, a penalty will be imposed @ 2% per month on the value of the work done, up to a maximum of 10% of the tender value.

## 13. DEFECT LIABILITY CLAUSE:

The defect liability period for the work shall be one year from the date of installation/completion of the work. During this period if any defect occurs it will be rectified by the contractor at free of cost.

## 14. SPECIAL CONDITONS

a) During working at site, some restrictions may be imposed by Engineer-in-Charge/ Security staff regarding safety and securities. The Firm/Supplier/Dealer/ Contractor shall bound to follow all such restrictions/instruction & nothing extra shall be payable on this account.

b) No compensation shall be payable to the contractor for any damage caused by rain, lightening, wind, storm, floods Tornado, fire, earth quake or other natural calamities during the execution of work.

The Firm/Supplier/Dealer/Contractor shall make good all such damages at his own cost and no claim on this account will be entertained.

c) Forfeiture of EMD: If the Firm/Dealer/Supplier/Contractor fails to proceed with the work within the stipulated time as specified in the work order, WBIDFC shall forfeit the earnest money deposited by him along with the quotation.

d) The Party has to fix the letter boxes in such a manner that the item is sustainable/durable in all weather conditions.

e) The work has to be carried out in neat and tidy manner to the satisfaction of the Engineer- in- charge and all care has to be taken to ensure that no part of the premises gets damaged during execution of works. Materials used for carrying out the work shall be of standard quality.

f) If the party fails to undertake the job satisfactorily or violates any terms and conditions or not attending the work effectively, WBIDFC has every right to cancel the contract and forfeit the security deposit without assigning any reason whatsoever.



15. WBIDFC reserves the right to cancel the work order if the material supplied by the Firm/Dealer/supplier/Contractor and finishing of the work, fail to meet the specifications mentioned in the order.

16. WBIDFC reserves the right to call the firms and to conduct negotiations, if necessary.

17. WBIDFC reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids at any time prior to the award of contract without assigning any reason and without incurring any liability to the participated quotationer.

18. WBIDFC may cancel the order if it is found that the agency is black listed on previous occasions by any of the departments/ institutions/ local bodies etc, of West Bengal.

19. The Firm/Dealer/Supplier/Contractor shall quote quality specifications of the Materials, unit price and taxes and other duties leviable.

20. The period of warranty of services/replacement, if any, shall be indicated clearly.

21. No mobilization/secured advance will be allowed except as mentioned in Payment terms. No price preference will be allowed to any category of bidder.

22. Bids shall remain valid for a period not less than 120 (One hundred twenty) days from the last date of submission of sealed Bid. Bid valid for a shorter period may be rejected by the competent authority of WBIDFC. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any further reason thereof.

23. Submission of Quotation: The sealed quotation should be addressed to **The Chief Consultant Engineer (Civil), West Bengal Infrastructure Development Finance Corporation Ltd, 'Mangalam Building', Block A, 1st floor, 24, Hemanta Basu Sarani, Kolkata-700001** and should be sent through courier or may be dropped in the designated tender Box at the administrative Office of WBIDFC on or before 03.09.2015 till 4:00 p.m. The Company will not be responsible for any delay in receipt/non-receipt of documents sent by post/couriers.

24. If information furnished in the Tender Form is found incorrect, the quotation will be rejected/ cancelled forthwith.

25. Bids incomplete in any respect are liable to be summarily rejected.

26. WBIDFC reserves the right to terminate the contract in full or part at any point of time without assigning any reason whatsoever. The decision of the Competent Authority of WBIDFC will be final and absolute in this respect.

27. In case, there is a holiday on the specified day, the same time on the next working day will be considered.



28. Any kind of canvassing is strictly prohibited.

29. Interested Participants has to put his signature with rubber stamp, if any, in all the pages of Tender notice and submit as enclosure of the quotation.

30. Important information:-

Sl. No.	Particulars	Date	Time
1.	Starting date and time of Tender	22.08.2015	up to 5 p.m.
2.	Last date and time of Tender Submission	03.09.2015	Up to 4 p.m.
3.	Date and time of opening of bids	03.09.2015	4.30 p.m.

31. Other terms & conditions as applicable to the enlisted /empanelled vendors shall remain valid to the extent as are not contrary to the terms & conditions mentioned in this documents.

32. **Disclaimer:**

- a) WBIDFC, its officials, including its Directors, shall be in no way responsible for relying on the information / data provided by the Bidders.
- b) Also, WBIDFC is in no way binding itself or its officials / successors on reaching any agreement on the basis of this NOTICE.
- c) The bidders are prohibited from any form of collusion or arrangement in an attempt to influence the selection and aware process of the Bid. Any such act shall render the Bidder to such liability / penalty as the competent authority in WBIDFC may deem fit and proper, including but not limited to rejection of the Bid of the Bidder and / the forfeiture of its Bid Security.

Sd/-  
Chief Consultant Engineer (Civil),  
**WBIDFC LTD**



