

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE ASSISTANT DIRECTOR OF FISHERIES, COOCH BEHAR**  
**Meen Bhawan, Sarada Devi Road, PIN-736101**  
Ph. No. 03582-222384, e-mail id: adfcoochbehar@gmail.com

Memo No: 825

Date: 12.10.2018

**CORRIGENDUM**

In Tender Reference No. WBDOF/ADF/COOCH BEHAR/NIT-4(e)/2018-19 of the Assistant Director of Fisheries, Cooch Behar circulated vide this office memo no 802 dated 05.10.2018, please read 40% in place of 30% in the Tender Notice page no 5 of 36 item no 3, 1) B) as Work Credential. All others remain unchanged.

All concerned are hereby informed accordingly.

  
Assistant Director of Fisheries  
Cooch Behar

Memo no:

Dated:

1. The Sabhadhipati, Cooch Behar Zilla Parisad, Cooch Behar
2. The Karmadhakshy, 'Matsyo-O-Prani Sampad Vikash Sthayee Samity' Z.P., Cooch Behar.
3. The Director of Fisheries, West Bengal, 31, G.N. Block, Sector-V, Salt Lake City, Kolkata-700091.
4. The District Magistrate, Cooch Behar.
5. The Executive Engineer, Directorate of Fisheries, West Bengal, 31, G.N. Block, Sector-V, Salt Lake City, Kolkata-700091.
6. The District Information and Cultural Officer, Cooch Behar
7. The District Informatics Officer, Cooch Behar with the request to publish the NIT in district website.
8. The Block Development Officer, Cooch Behar-I/Dinhata-II Dev. Block, Cooch Behar
9. The Sub-Assistant Engineer, FFDA, Cooch Behar
10. Notice Board.

  
Assistant Director of Fisheries  
Cooch Behar

AC



**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE ASSISTANT DIRECTOR OF FISHERIES, COOCH BEHAR**  
**MEEN BHAVAN, SARADA DEVI ROAD**  
**COOCH BEHAR-736101**  
**Ph. No. (03582) 222384 : Email Id: [adfcoochbehar@gmail.com](mailto:adfcoochbehar@gmail.com)**

Memo No: 802

Date: 05.10.2018

**NOTICE INVITING E-TENDER OF THE ASSISTANT DIRECTOR OF FISHERIES, COOCH BEHAR**

**Tender Reference No.: WBDOF/ADF/COOCH BEHAR/NIT-4(e)/2018-19**

**GO No : 15 (Sanction) dated 31.05.2018**

On behalf of Governor of West Bengal, the Assistant Director of Fisheries, Meen Bhavan, Sarada Devi Road, Cooch Behar invites e-Tender for the works detailed in the table below. (Submission of Bid through **online**)

List of Work:-

Sl.	Name of the work	Estimated Amount (Rs.)	Earnest Money 2% (Rs.)	Price of Technical & Financial Bid documents and other annexures (Rs.)	Period of Completion	Eligibility of Bidder
	Construction of Carp (IMC) Hatchery at Cooch Behar – I Dev. Block, Cooch Behar. The Detail specification of Laboratory Equipments, Breeding kits & net hapa etc. are given in Annexure. For other estimate, please see details of specification in the respective BOQ.	2892549.00	57851.00	2505.00	90days from the date of issuing work order	Bonafide contractor with a good track record for construction works and having 40% credential of same type of single works within last 3 years from the date of publication of NIT Specification given in the respective BOQ.  All rates are inclusive carrying cost, Labour cost etc. all complete up to the supply point at Block level

Construction of Carp (IMC) Hatchery at Dinahata-II Dev. Block, Cooch Behar. The Detail specification of Laboratory Equipments, Breeding kits & net hapa are given in Annexure. For other estimate, please see details of specification in the respective BOQ	2892549.00	57851.00	2505.00	90 days from the date of issuing work order	Bonafide contractor with a good track record for construction works and having 40% credential of same type of single works within last 3 years from the date of publication of NIT. Specification given in the respective BOQ.  All rates are inclusive carrying cost, Labour cost etc. all complete up to the supply point at Block level.
--	------------	----------	---------	---	---

**N.B.:- Intending Tenderers shall not have to pay the cost of tender documents for the purpose of participating in e-tendering** (ref. notification No.-199-CRC/2M-10/2012 dated-21.12.2012 of the Secretary, P.W.D., CRC Branch, & No.-452-A/ PW/0/10c-35/10 dated 25.7.2011 of the Secretary, P.W.D., Accounts Branch, Govt. of W.B.), but the successful L1 Bidder shall have to pay the fees of requisite set of tender documents through Net banking or RTGS/NEFT for execution of formal agreement.

1. In the event of e-Filing intending bidders may download the tender documents from the website directly by the help of Digital Signature Certificate & same document may be submitted along with earnest money through e-Filling & details of which has been narrated in "Instruction to Bidders".

Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website <https://wbtenders.gov.in> Tender documents may be downloaded from website & submission of Technical Bid & Financial Bid should be maintained as per Tender time schedule of this N.I.T. The documents submitted by the bidders should be properly as per prescribed indexed & digitally signed.

2. **A. Earnest Money: The amount of Earnest Money is 2% (Two percent) of the Estimated amount put to tender in favour of Assistant Director of Fisheries, Cooch Behar, payable at Cooch Behar.**

**Tenderer will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payments modes: (vide Finance Department Memorandum no. 3975-F(Y) Dt. 28/07/2016)**

- i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
- ii) RTGS/NEFT in case of offline payment through bank accounts in any Bank.

**Payment procedure:**

**a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :**

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success/failure of the transaction.
- iv. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

**b) Payment through RTGS/NEFT:**

- i. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
- iii. Once payment is made, the bidder Will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- iv. If verification is successful, the fund will get credited to the respective Pooling account of the Eastern Highway Circle Government /PSU/ Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

**B. Refund/Settlement Process:**

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- iv. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- iii. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded,

through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.

- iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.
  - v. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal –
    - a) EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit head "8443-00-103-001-07" through GRIPS along with the bank particulars of the L1 bidder.
    - b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRIs, etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.
- In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.
- vi. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E-Procurement portal for updation.
  - vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head "0070-60-800-013-27" through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc tenders.
  - viii. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees ( if any) were initiated.

### 3. **Eligibility criteria for participation in the tender.**

- 1) **A)** Bidder such as Firms, Companies, Organisation, Engineers Co-op. Societies, Labour Co-op. Societies, Bonafied outsiders etc ( as applicable as per Govt. Orders) having validity, experience and requisite credential and also having capacity to fulfill all the criteria upto the mark of satisfaction of Tender Evaluation Committee as narrated in different clauses, terms & condition of this NIT are eligible to participate in bid/Tender.

**B) Work Credential:-**

i) Intending tenderes should produce credentials of a similar nature of work of the minimum value of 30% of the estimated amount put to tender during 3 [three] years prior to the date of issue of the tender notice; or

ii) intending tenderes should produce credentials of 2 [Two] similar nature of completed work of the minimum value of 30% of the estimated amount put to tender during 3 [three] years prior to the date of issue of the tender notice; or

iii) intending tenderes should produce credentials of a one single running work **[only for our departmental works]** of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at (i) above-

**C) Other term and conditions of the credentials:**

a. Payment certificate will not be treated as credential;

b. Credential certificate issued by the Executive Engineer or equivalent or competent authority of a State/ Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute, on the executed value of completed / running work will be taken as credentials.

**N.B. :- Completion Certificate should contain a) Name of Work, b) Name of Client, c) Amount put to tender, d) Schedule month and year of commencement and completion as per work order, e) actual month and year of completion.**

- ii) Income Tax (Sara) Acknowledgement Receipt for AY-2017-18, Professional Tax receipt Challan for the 2017-18 financial year, PanCard, valid GST Registration Certificate, Valid Trade License in respect of the prospective Tenderer are to be accompanied with the Technical Bid Documents. [Non-statutory documents]
- iii) Neither prospective bidders nor any of their constituent partner had been debarred to participate in tender by the any Government/semi Government/Under taking department, section/division/establishment during the last 5 (five) years prior to the date of this NIT. Such debar will be considered as disqualification towards eligibility.
- iv) The prospective bidders should have arranged or owned of the required plant and Machinery (in working condition) of prescribed specifications as shown in this N.I.T and all materials such as Bitumen, Cationic emulsion, sand, cement, steel etc. for execution of work.
- v) In case of Registered Unemployed Engineers' Co-operative Societies / Registered Labour Co-operative Societies, **having no validity** of registration shall not be participate in Bid. Registered Unemployed Engineers' Co-operative Societies / Registered Labour Co-operative Societies having validity are requested to furnish scanned copies of Audited report of FY 2015-16,

resolution copy of latest Annual general meeting / general committee meeting [ wherein taken decision regarding delegation of power to a particular member of respective society to use the Digital Signature Certificate has been mentioned, if any]. Any discrepancy towards validity of the society [if reported by the A.R.C.S.] is observed, the respective tender of the default will be then and there rejected prior to issuance of letter of Acceptance without showing any reason thereof and apart from that , penal action as deemed fit will be taken against the Society. eligible list of Registered Unemployed Engineers' Co-operative Societies / Registered Labour Co-operative Societies issued by the concerned Assistant Register of Co-operative Societies(A.R.C.S.) showing the name of their Societies must be documented through e-filing.And also submit documents of the socity consisting at least 10(Ten) members out of which at least 60% should hold degree or diploma in any branch in Engineering

[Non-statutory documents]

- vi) The prospective bidders shall have in their full time engagement experienced technical personnel, with the sufficient knowledge of PERT/CPM, the minimum being one Civil Engineering Degree holder or one Civil Engineering Diploma holder (Authenticated documents in respect of qualification and engagement alongwith Appointment Letter shall be furnished for Technical-Evaluation). [Non Statutory Documents].
- vii) In case of Proprietorship, Partnership Firms and Company, Tax Audit Report in 3CD Form are to be furnished along with the Balance Sheet and Profit and Loss Account, and all the documents along with schedules forming the part of Balance Sheet and Profit & Loss Account should be in favour of applicant. No other name alongwith applicant's name in such enclosure will be entertained.
- viii) The prospective bidders must owned /arranged through registered/ notarized lease agreement the required plant and machineries . [Non-statutory documents]
- ix) Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.  
[Non-statutory documents]
- x) **Joint Ventures will not be allowed.**
- xi) A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.
- xii) Declaration regarding Structure and Organisation duly digitally signed by the applicant to be submitted along with application.
- 4) Running payment for work may be made to the executing agency as per **availability of fund**. The executing agency may get a running payment as per Provisions in Clause(s) 7, 8 & 9 contained in W.B. Form No.2911(ii) only is completed subject to due assessment and certification thereof by the Executive Engineer of Directorate of Fisheries, West Bengal.

5. **Constructional Labour Welfare Cess @ 1(one) %** of cost of construction will be deducted from every Bill of the selected agency. Vat, Royalty & all other Statutory levy/ Cess will have to be borne by the contractor & the rate in the schedule of rates inclusive of all the taxes, cess & all other charges etc. Necessary deduction will be made from the contractor's bills as per prevailing Govt. orders and rules towards security deposit & other taxes & charges etc.
6. ***There shall be no provision of Arbitration. Hence Cl.25 of 2911(ii) is omitted Vide Order No. 8182-F(Y) Dt. 26.09.2012[vide notification no.558/SPW dt.13.12.2011 of Secretary, P.W. Department.***  
No mobilisation advance and secured advance will be allowed.₂
7. **Security Deposit:**  
Retention money towards performance Security amounting to 10% (*ten percent*) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. No interest will be paid on Security Deposit.
8. Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratory etc. at their own cost and responsibility.
9. All materials required for the proposed work including cement and steel etc. shall be procured and supplied by the agency at their own cost including all taxes, shall be of specific grade and approved brand in conformity with relevant code of practice (latest revision) and manufacture's specification. Authentic evidence for purchase of cement and steel are to be submitted alongwith challan and test certificate. In the event of further testing opted by the E-I-C from any Govt. approved testing laboratory shall have to be conducted by the agency at their own cost. (specific permission is required from the tender inviting authority).
10. Cess @ Rs. 1.00% of the cost of constructional work (s) should be deducted from the bill (s) additionally apart from other statutory deduction like VAT/I. T., as per vide Notification No. 1182-IR, dated Sept., 20, 2005 of labour Department Rate quoted by the tenderers shall be deemed to have made the provision on his/her own accordingly.
11. Bid shall remain valid for a period not less than 180 (*one hundred eighty*) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
12. In case of any unscheduled holidays on the aforesaid dates, the next working days will be treated as Schedule/prescribed date for the same purpose.
13. All tenderers or his/her authorized representative are required to be present personally during the opening of the tender positively. If considered, necessary instant Bid may be conducted immediately after opening of the tender to lower down the rates. In case it will be presumed that the Bid has been can be conducted in presence of all participating tenderers and in no case his absence will stand in



any way in conducting the instant bid.

14. All intending eligible application(s) is/are requested to be present personally during the time of submitting application, authorized representative through Notary/power of Attorney will only be allowed in absence of original applicant(s).
15. Local labourers have to be utilised as far as possible and as per rule in vogue and tender documents will be issued as specified date as stated above.
16. Intending tenderers must declare in his application if there is any other firm or firms in which proprietor/partner/Director and have common or identical business.
17. Intending tenderers should obtain tender document well in advance to guard against any difficulty due to possible absence from the Head quarter of the Office issuing of the Tender papers. Regarding issue of Tender Form the sole discretion of the undersigned and any claim in this respect will not be entertained.
18. Acceptance of the Tender rate with the **Assistant Director of Fisheries, Cooch Behar** who does not bind himself to accept the tender and reserves the right to reject any or all the tenders without assigning any reason thereof. There shall be no provisions for Arbitration.
19. The work must be completed within stipulated time mentioned in the tender schedule from the date of issue of work order.
20. Admissible payment/part payment will be made when fund will be available.
21. The Contractor will not be allowed, in any case to get the work done through any sub-contractor, in case it is detected the tender will be cancelled and the earnest money and security money deposited for the work will be forfeited.
22. No claim for enhancement of rates on those items of work which will be executed on the ground of fluctuation of market rates will be entertained during currency of the contract.
23. Additional, substitute items of work, if required, have to be executed as per rates of concerned P.W.D schedule of rates.

**24. Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	10.10.2018 at 04.00 pm
2	Documents download/sell start date (Online)	10.10.2018 at 04.00 pm

3	Documents download/sell end date (Online)	22.11.2018 at 04.00 pm
4	Bid submission start date (On line)	10.10.2018 at 04.00 pm
5	Bid Submission closing (On line)	22.11.2018 at 04.00 pm
6	Submission of all hard copies of submitted documents (one Set)	27.11.2018 upto 04.00 pm
7	Date, Time & Place of Opening of Technical Bid through the Wesbsite <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a>	29.11.2018 at 2.00 pm at Meen Bhawan, Cooch Behar
8.	Date of uploading list for Technically Qualified Bidder(online)	To be notified later on
9.	Date of uploading the final list of Technically Qualified Bidder(online) after disposal of appeals, if any.	To be notified later on
10.	Date and place for opening of Financial Proposal (Online)	To be notified later on

25. The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 1 (*one*) year from the date of successful completion of the work to the entire satisfaction of the Engineer-in-Charge. If any defect / damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the Department as deem fit. The contractor may quote his rate considering the above aspect.

**Refund of Security Deposit will only be made after successful maintaining of appropriate service level of the work as mentioned above for 1 (one) year from the date of completion of the work. Provision in Clause No. 17 of W.B. Form No. 2911(ii) shall be treated as superseded.**

26. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.

27. Earnest Money: The process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc. will be stopped for e-tender procurement of this Division wef. 01.10.2015. Necessary Earnest Money will be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e- tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD. Bidders eligible for exemption of EMD as per Govt. rule may

avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder of Statuary bid. (vide Finance Order No.- 3975-F(Y) dt. 28.07.2016),

28. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all informations that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.
29. The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Tender committee of the said tender reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
30. Refund of EMD: Refund of EMD : After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic possessing in the e-procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available alongwith the details of the unsuccessful bidders, to ICICI Bank by the e-procurement portal through web service. On receipt of the information from the information from the e-Procurement portal, the Bank will refund , through and automated process , the EMD of the bidders disqualified at the technical evaluation to the respective bidders ' bank accounts from which they made the payment transaction. Such refund will take place within T +2 Bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-procurement portal by the tender inviting authority. Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded , through an automated process , to the respective bidders' banks accounts from which they made the payment transaction. Such refund will take place within T +2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI Process is successful. If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process , to his bank account from which he made the payment transaction. Such refund will take place within T +2 Bank Working days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-procurement portal by the Tender Inviting Authority.
31. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in '**Instructions to Bidders**' simultaneously **readout attentively & carefully all**

**the clauses & contents of this N.I.T. before submission of Bid.** stated in Section – 'A'.

**32. Conditional / Incomplete tender will not be accepted under any circumstances.**

**33. The intending tenderers are required to quote the rate *online*.**

34. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.

35. Guiding Schedule of Rates: Rates have been taken from P.W.D. (W.B.) Schedule of Rates for "Building Works" /Roads/Sanitation & Plumbing works/Electrical effective for the financial year 2018-19.

36. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice. Tender committee may ask the original documents at the time of scrutiny.

37. The Tender committee of the said work reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

38. If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Evaluation Committee within 2 (*two*) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.

39. Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.

40. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:

- 1) W.B.Form No. 2911(ii)
- 2) N.I.T. [including Specials term & condition and specification of works] outright.
- 3) Technical Bid
- 4) Financial Bid (BOQ)

41. Qualification criteria:

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- 1) Financial Capacity
- 2) Technical Capability comprising of personnel & equipment capability
- 3) Experience / Credential

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (1), (2) & (3) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any prejudice.

42. Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstances. Rates should be quoted accordingly.

43. No. price preference and other concession as per order no. 1110F dated: 10/02/2006 will be allowed.

44. **Prohibition on suspended / debarred persons / entities in the bidding of Government Projects / contracts:** A person/entity that is suspended / debarred by a procuring entity shall not be allowed to participate in any procurement process during the period of suspension / debarment unless the same has been revoked.

**A venture or consortium which is suspended / debarred or which has suspended / debarred member /s and /or partner/s as well as a person / entity who is a member of a suspended / debarred joint venture or consortium shall, likewise, not be allowed to participate in any procurement process under any Government/semi Government/ under taking department, section/division/establishment during the period of suspension /debarment unless the same has been revoked.[ As per G.O. No. 547-W(C)/1M-387-15, dt. 16.11.2015 by the Joint Secretary to the Government of West Bengal , Public Works Department :]**

45. In case if there be any objection/complain regarding Non-Eligibility in Technical Bid Evaluation, only Intending Bidders or authorized persons on behalf of the Bidders may lodge objection/complain along with specific authentic documents in support of their objection/complain as a proof to the Notice Inviting Authority within 48 (forty eight) hours from the publication time (uploading time in web portal) of the Technical Bid Evaluation and beyond that time schedule (i.e. after expiry of 48 hours)no objection/complain will be entertained as well as without any specific authentic documents as a proof in support of lodged objection / complain, no objection or complain in this regard will

be entertained by the Tender Evaluation committee. On the other hand strict penal action may be taken against the respective Bidders for lodging false objection or complain for obligatory attitude/ creating hindrance towards development works of the Govt. The detailed

address of the complainant including e-mail/Fax number, mobile number & telephone number shall invariably have to be provided in their letter (through which if objection/complain has to be lodged).

46. Apart from the content of this N.I.T. further information if required, will be had from the office of the N.I.A. in any working day.

Price of Tender Documents per sets 1. Above Rs. 5.00 Lakh and upto Rs. 25.00 Lakh. Rs. 1005/-  
2. Above Rs. 25.00 Lakh and upto Rs. 125.00 Lakh. R s. 2505/- .

## SECTION - A

## INSTRUCTION TO BIDDERS

1) **General guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

2) **Registration of Contractor:**

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://wbtenders.gov.in> (the web portal of Public Works Department) the contractor is to click on the link for e-Tendering site as given on the web portal.

3) **Digital Signature certificate (DSC):**

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.

4) The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

5) **Participation in more than one work:-**

A prospective bidder (including his participation in partnership) shall not be allowed to participate **more than one works in same N.I.T. (road / building)**.

6) **Submission of Tenders:**

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

**A. Technical proposal:-**

The Technical proposal should contain scanned copies of the following further two covers (folders). At the time of downloading of Technical bid (for evaluation) if it is observed that,

after trying best (even getting advice from N.I.C. or going through Revocation process) if any folder/file of web portal cannot be opened or found not in a readable format, it may be established that, there is some deficiency (due to missing operation) at intending tenderer's part in uploading of requisite documents in web portal, accordingly for such cases the Technical bid of the respective bidder will be summarily rejected. **So, At the time of uploading bid & its related supporting documents in web portal care should be taken, so that during evaluation all the documents as to be submitted by the Bidders can be opened & can found neat and clean in a readable format and as per prescribed indexed in Sl. No. -6 under Section-A, Instruction to Bidders.**

**A-1. Statutory Cover [ which are to be uploaded] Containing the following documents:**

- i) Application duly typed/ written in letter headed pad (as per Format given in Section-B, Form-1) & also duly signed in hard copy **(if it is observed that, prescribed proforma duly typed/ printed/written is pasted or affixed or pin-up to the letter head pad by the intending Bidder, that will not be treated as application, for which respective bidder's bid may be summarily rejected).** (Format as given Sec-B, Form - I)
- ii) Structure and organization (Sec-B, Form - II)
- iii) Experience profile (Sec-B, Form - IV)
- iv) SECTION - B FORM- III AFFIDAVIT - "Y" (To be furnished in Non - Judicial Stamp Paper of appropriate value duly notarized)
- v) Requisite amount of EMD as prescribed in this N.I.T. has to be made. Exemption from submission of E.M.D. will not be allowed.
- vi) Tender in W.B. Form No. 2911(ii) & NIT (including Special Terms & conditions and specification of works) with all addenda & corrigendum **(download & upload the same Digitally Signed, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in W.B. Form No. 2911(ii) (by the Bidder) the tender is liable to be summarily rejected).**

**A-2. Non-statutory Cover Containing the following documents:**

Sl. No.	Category Name	Details
---------	---------------	---------



A.	Certificate(s)	<p><b>i)</b> Income Tax (SaraI) Acknowledgement Receipt for AY-2016-17/2017-18, Professional Tax receipt Challan for the 2016-17 financial year, PanCard, valid GST Registration Certificate, Valid Trade Licence in respect of the prospective Tenderer are to be accompanied with the Technical Bid Documents. [Non-statutory documents]</p> <p><b>ii) a.</b> Valid Registration Certificate issued by the Co-operation Deptt. are to be submitted by the Registered labour Co-Op. Societies and Engineers' Co.-Opt.Societies</p> <p><b>b.</b> Registered Unemployed Engineers' Co-operative Societies/ Unemployed Labour Co.- Op. Societies having validity are requested to furnish resolution copy of latest Annual general meeting/ general meeting /committee meeting (wherein taken decision regarding delegation of power to a particular member of the respective society to use the Digital Signature Certificate has been mentioned, if any).</p> <p><b>c.</b> List of Machineries and Technical Staff</p>	
B.	Company Detail(s)	<p>i) Registration Certificate under Company Act. (If any)./RegisteredDETAILS contractors. (As applicable as per G.O.).</p> <p>ii) Registered or Notarized Deed of partnership Firm/Registered Article of Association &amp; Memorandum.</p> <p>iii) Registered Power of Attorney (For Partnership Firm/ Private Limited Company, if any)</p>	
C.	Credential	<p>Credential is applicable as mentioned in as mention in 'List of scheme'. Scanned copies of <b>Original Credential Certificate along with work order &amp; priced schedule</b> of the respective work of credential certificate as stated in Sl. No. 3(i)(B) of this NIT shall have to be submitted along with Bid.</p> <p><b>Fax no., e-mail address &amp; phone No. of the credential issuing officer in a separate sheet may please be submitted for verification.</b></p>	
D	Financial information	Balance Sheet	<p>Audited Balance sheet for last three Financial years.</p> <p>Tax Audit Report in 3CD Form are to be furnished along with the Balance Sheet and Profit and Loss Account,</p>

**Note:- Failure of submission by the Bidders of any of the above mentioned documents & for non-compliance (as stated above in Section – A, Sl. No.-5,6/A,6/A-1 & 6/A-2) may render the tender to be summarily rejected for both statutory & non statutory covers.**

**B. Tender Evaluation Committee (TEC)**

- i. Opening & evaluation of tender:

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

- ii. Opening of Technical Proposal:  
Technical proposals will be opened by the Assistant Director of Fisheries, South 24 Parganas electronically from the website using their Digital Signature Certificate (DSC).
- iii. Intending tenderers are requested to read content of this N.I.T. with terms & conditions, specifications, W.B.F.No.-2911 (ii) & B.O.Q. thoroughly & carefully and considering all aspects rate to be quoted in the B.O.Q. & no plea or claim in this regard will be entertained by the Deptt. in future.
- iv. Cover (folder) of statutory documents (vide Sl. No.-6.A-1) under section-A should be opened first & if found in order, then cover (Folder) for non- statutory documents (vide Sl. No. – 6.A-2) under section-A will be opened. If there is any deficiency in the statutory documents, the tender will summarily be rejected as well as if there is any deficiency in the Non-Statutory documents, the tender also be summarily rejected.
- v. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
- vi. Summary list of technically qualified tenderers will be uploaded online.
- vii. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- viii. During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy **against copy/copies of any of the documents already submitted/ uploaded in the web portal by the bidders** & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- ix. Intending tenderers are requested to remain present during opening of tenders & in prebid meeting if they so desire.

#### C. Financial Proposal

- i. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate (Presenting Above / Below / At per) online through computer in the space marked for quoting rate in the BOQ.
  - ii. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.
4. Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

#### 5. Rejection of Bid:

**The Employer (tender accepting authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject any or all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (tender accepting authority) action. Also if any bidder withdraws his/her/their bid without assigning any reasonable grounds within bid validity period, his/her/their EMD will be forfeited and legal action may be imposed as per norms.**

#### 6. Award of Contract

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance.

An Agreement will be constituted in between the Tender Accepting Authority and the successful Bidder (L1 Bidder) in W.B.F.No.-2911(ii) along with all necessary documents e.g. N.I.T. (including special terms & conditions and specification of works), all addenda-corrigendum, different filledup forms (Section -B), B.O.Q., Affidavits, original application, comparative Statement, Acceptance letter etc. Successful tenderer (L1 Bidder) shall have to purchase requisite copies of contract documents (on payment of requisite fees for formal agreement) through Net banking or RTGS/NEFT & submit the same to this office within time limit (within seven days from the date of receipt of letter of Acceptance of the tender) as to be stated in the letter of acceptance positively &

failure to comply content of this Clause & failure to submit the requisite documents (instrument) by the successful bidder necessary penal action may be taken by the Notice Inviting Authority including cancellation of tender with forfeiture of earnest money to the govt. of West Bengal as the case may be and also may be debarred from participation in any tender for a minimum period of 1 (one) year or more as it deem fit by the tender Inviting authority or competent authority and in this regard appeal of the respective bidder will not be entertained by the Department.

Assistant Director of Fisheries,  
Cooch Behar

Memo no. 802/1(10)

Dated: 05.10.2018

Copy forwarded for information and necessary action to:-

1. The Sabhadhipati, Cooch Behar Zilla Parisad, Cooch Behar
2. The Karmadhakshy, 'Matsyo-O-Prani Sampad Vikash Sthayee Samity' Z.P., Cooch Behar.
3. The Director of Fisheries, West Bengal, 31, G.N. Block, Sector-V, Salt Lake City, Kolkata-700091.

Assistant Director of Fisheries, Cooch Behar  
Government of West Bengal  
(Signature of Tender Accepting Authority)

Seal and Signature of the Tenderer.

4. The District Magistrate, Cooch Behar.
5. The Executive Engineer, Directorate of Fisheries, West Bengal, 31, G.N. Block, Sector-V, Salt Lake City, Kolkata-700091.
6. The District Information and Cultural Officer, Cooch Behar
7. The District Informatics Officer, Cooch Behar with the request to publish the NIT in district website.
8. The Block Development Officer, Cooch Behar-I/Dinhata-II Dev. Block, Cooch Behar
9. The Sub-Assistant Engineer, FFDA, Cooch Behar
10. Notice Board.

Assistant Director of Fisheries,  
Cooch Behar

**SECTION-B  
FOPRM-I  
APPLICATION**

To  
The Assistant Director of Fisheries  
Cooch Behar

Ref:- Tender for \_\_\_\_\_ (Name of Work) \_\_\_\_\_

**e-NIT. NO. \_\_\_\_\_ of Assistant Director of Fisheries, Cooch Behar**

Dear Sir,

Having examined the Statutory, Non statutory & NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of \_\_\_\_\_ in the capacity .....duly authorized to submit the offer. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclouser to this letter.

We understand that:

- I. Quotation Inviting & Accepting Authirity/Engineer-in-Charge can amend the scope & value of the contract bid under this Project.
- II. Quotation Inviting & Accepting Authirity/Engineer-in-Charge reserve the right to reject

any application without assigning any reason.

Encl:- e-filling :-

- a. Statutoru Documents
- b. Non Statutoru Documents

\_\_\_\_\_  
Signature of applicant including  
title and capacity in which application  
is made.

N.B :- THIS APPLICATION MUST BE MADE IN THE LETTER HEADED PAD OF THE FIRM IN WHICH APPLICATION IS MADE(Section B, Form-I ,II & Form-IV)

**SECTION - B**  
**FORM- II**  
**STRUCTURE OF ORGANISATION**

1	Name of Applicant	:-	
2	Address of Communication with Pin Code	:-	
3	Telephone No. (Land)	:-	
4	Mobile	:-	
5	Fax No.	:-	
6	PAN No.	:-	
7	VAT No.	:-	
8	E-mail Id	:-	
9	Details of Bank Accounts Name of Bank: Name of Branch and Address with Phone No.: Account No: IFSC Code:		

10	Attach an organization chart : showing the structure of the company with names of Key personnel and technical staff with Bio-data.		
11	Attach Proof of Photo ID and Technical Qualification of Technical Personnel with Bio-data.		

**Signature of applicant including title  
And capacity in which application is made**

**SECTION - B  
FORM- III  
AFFIDAVIT - "Y"  
(To be furnished in Non - Judicial Stamp  
Paper of appropriate value duly notarized)**

**1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.**

**2. The under-signed also hereby certifies that neither our firm**

\_\_\_\_\_ -- --  
**nor any of constituent partner had been debarred to participate in tender, suspended or black listed by any Government/semi Government/ under taking department, section/divition/establishment during the last 5 (five) years prior to the date of this NIT.**

**3. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.**

**4. The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.**

5. Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm & I have not applied severally for the same job.

\_\_\_\_\_  
Signed by an authorized officer of the firm

\_\_\_\_\_  
Title of the officer

\_\_\_\_\_  
Name of the Firm with Seal

Date\_\_\_\_\_

SECTION - B  
FORM- IV  
EXPERIENCE PROFILE

Name of the Firm:

LIST OF WORKS COMPLETED THAT ARE SIMILAR IN NATURE TO THE WORKS HAVING MORE THAN 40% OF THE PROJECT COST EXECUTED DURING THE LAST FIVE YEARS.

Name of Employer	Name, Location and nature of work	Name of Consulting Engineer responsible for supervision	Contract price in Indian Rs.	Percentage of Participation of company	Original Date of start of work	Original Date of completion of work	Actual Date of starting the work	Actual Date of completion of work	Reasons for delay in completion (if any)

--	--	--	--	--	--	--	--	--	--

Note: a) Certificate from the Employers to be attached

- b) Non-disclosure of any information in the Schedule will result in disqualification of the firm
- c) No tender will be deemed to be fit for consideration unless the tender documents are fully and completely filled in. All informations that may be asked from a tenderer must be unequivocally furnished. Any tender which is incomplete or does not comply with the prescribed conditions or stipulations laid down herein is liable to rejection at the time of opening or during subsequent scrutiny. Tender received with conditional rate will be liable to rejection at the time of opening.
- d) Canvassing in connection with the tender is strictly prohibited and a tenderer who resorts to this will render his tender liable to rejection.
- e) No alteration shall be permitted to be made by the tenderer in any tender after its submission.

**TENDER FOUND TO HAVE SUBMITTED UNDER FALSE NAME :** When a Contractor, whose tender has been accepted under a given name is subsequently discovered to have given a false name, his contract may at the discretion of the Authority accepting the tender be annulled and his Security Deposit will be forfeited.

**Signature of applicant including title  
and capacity in which application is made**

### **SECTION - C**

**Special terms and conditions and specification of works:**

**C.1 General :**

Unless otherwise stipulated all the works are to be done as per general conditions and general specifications as mentioned either in—

- (i) 'Departmental Schedule', which means the P.W.D. (W.B.) Schedule of Rates for "Building Works" /Roads/Sanitation & Plumbing works/Electrical effective for the financial year ..... in different district of West Bengal for the working area including up-to-date addenda and



corrigenda, if any, issued by the Superintending Engineer, Bridge Planning Circle up to the date of Technical Sanction of the estimate of the respective work or in

(ii) Latest edition of the book of name 'Specification for Road and Bridge Works' of the M.O.R.T. & H., Surface Transport (Roads Wing), Government of India, published by Indian Roads Congress, New Delhi, for the specification of various works.

For general conditions and general specifications of items of works including supply and carriage works, not appearing in the aforesaid S.O.R./ specification book, relevant Public Works Department (W.B.) Schedule of Rates for Building Works and Materials and Labour in force including up-to-date addenda and corrigenda and Schedule of Rates of P.W. (Roads) Dte. issued from competent authority as applicable (up to the date of Technical Sanction of the estimate of the respective work) for the working area of concerned State Highway Circle at the time of submission of tender for the working area will be considered.

### **C.2 Definition of Engineer-in-Charge and commencement of work :**

The word "Engineer-in-Charge" means the Executive Engineer, Directorate of Fisheries , W.B.the concerned Division. The word "Department" appearing anywhere in the tender documents means Fisheries Department, Government of West Bengal, who have jurisdiction, administrative or executive, over part of whole of the works forming the subject matter of the tender or contract. The word " approved" appearing anywhere in the documents means approved by the Engineer-in-Charge. In case, the work is transferred to any other Division, the Executive Engineer under whom the work will be executed should be treated as the Engineer-in-Charge. The work shall have to be taken up within seven days of the receipt of the work order or otherwise mentioned therein. Failure to do so will constitute a violation of the contract stipulation as regards of proportionate progress and timely completion of work and the contractor will thereby make himself liable to pay compensation or other penal action as per stipulation of the printed tender form.

### **C.3 Terms & Conditions in extended period :**

As Clause 5 of W.B.F. No. 2911 (ii) as the case may be when an extension of time for completion of work is granted by the Engineer-in-Charge for cogent **reasons** for which the contractor have no control, it will be taken for granted by the working contractor that the validity of the contract is extended automatically upto the extended period with all terms and conditions rates etc. remaining unaltered, i.e. the tender is revalidated upto the extended period.

### **C.4 Co-operation with other agencies and damages and safety of road users :**

All works are to be carried out in close co -operation with the Department and other contract or contracts that may be working in the area of work. The work should also be carried out with due regard to the convenience of the road users and occupants of the adjacent locality, if any. All arrangements and programme of work must be adjusted accordingly. All precautions must be taken to guard against chances of injury or accidents to workers, road users, occupants of the adjacent locality etc. The contractor must see that all damages to any property which, in the opinion of the Engineer-in -Charge are due to the negligence of the contractor are promptly rectified by the contractor at his own cost and expenses and according to the direction and satisfaction of the Engineer-in-Charge.

### **C.5 Transportation arrangement:**

The contractor shall arrange for all means of transport including railways wagons required for carriage and supply of materials and also the materials required for the construction work. The Department may however, at their own discretion grant necessary certificates, if required, for booking of railways wagons etc. But, in case of failure of the department to help the contractor in this respect, the contractor will have arrange at his own initiative so that progress of work will not hamper and no claim whatever on this ground will be entertained under any

circumstances. If railways facilities are not available, the contractor will have to depend on transport of materials by road as necessary to complete the work without claiming any extra payment from department in this regard. The contractor must consider this aspect while quoting rate.

#### **C.6 Contractor's Site Office:**

The contractor shall have an office adjacent to the work as may be approved by the Engineer-in-Charge where all directions and notice of any kind whatsoever, which the Engineer-in-Charge or his representative may desire to give to the contractor in connection with the contract, may be left or sent by post to such office or delivered to the contractor's authorised agent or representative. For such intimation to the contractor's site office, it shall be deemed to the sufficient enough to be served upon the contractor.

#### **C.7 Incidental and other charges:**

The cost of all materials, hire charges to Tools and plants, labour, Corporation/Municipal Fees for water supply, Royalty or road materials (if any), electricity and other charges of Municipalities or statutory local bodies, ferry charges, Toll charges, loading and unloading charges, handling chargers, overheadcharges etc. will be deemed to have been covered by the rates quoted by the contractor inclusive of also Sales Tax (Central and/or State), Income Tax, Octroi Duty/Terminal Tax, Turnover Tax, VAT etc. All other charges for the execution of the specified work, including supply of materials and related carriage, complete or finished in all respect upto the entire satisfaction of the Engineer-in-charge of the work. No claim extra claim in this regard beyond **the** specified rate as per work schedule whatsoever in this respect will be entertained.

#### **C.8 Authorised Representative of Contractor :**

The contractor shall not assign the agreement or sublet any portion of the work. The contractor, may however, appoint and authorised representative in respect of one or more of the following purpose only.

- a) General day to day management of work.
- b) To give requisition for Departmental materials, Tools & Plants etc. to receive the same and sign hand receipts thereof.
- c) To attend measurements when taken by the Departmental Officers and sign the records of such measurements which will be taken of acceptance by the contractor.

The selection of the authorised representatives shall be subject to the prior approval of the Engineer-in-Charge concerned and the contractor shall in writing seek such approval of the Engineer- in-Charge giving therein the name of work, Tender No., the Name, Address and the specimen signature of the representative he wants to appoint and the specific purposes as specified here-in-above, which the representative will be authorised for. Even after first approval, the Engineer-in-Charge may issue at any subsequent date, revised directions about such authorised representative and the contractor shall be bound to abide by such directions. The Engineer-in-Charge shall not be bound to assign any reason for his revised directions. Any notice correspondence etc. issued to the authorised representative or left at his address, will be deemed to have been issued to the contractor.

#### **C.9 Power of Attorney :**

The Provision of the power of attorney, if any, must be subject to the approval of the Department. Otherwise the Department shall not be bound to take cognizance of such of attorney.

#### **C.10 Extension of time :**

No extension of time will be granted due to preliminary works and non-availability of materials

etc. For cogent reasons over which the contractor will have no control and which will retard the progress, extension of time for the period lost will be granted on receipt of application from the contractor before the expiry date of contract. No claim whatsoever for idle labour, additional establishment, enhanced cost of materials and labour and hire charges of tools & plants etc. would be entertained under any circumstances. The contractor should consider the above factor while quoting this rate. Applications for such extension of time should be submitted by the contractor in the manner indicated in Clause-5 of the printed form of W.B.F. No.2911 (ii).

#### **C.11 Contractor's Godown :**

The contractor must provide suitable godowns for cement and other materials at the site of work. The cement godown is to be sufficient in capacity and it must be water tight with either an elevated floor with proper ventilation arrangement underneath the floor or if solid raised flooring is made, cement is to be stored on bamboo or timber dunnage to the satisfaction of the Engineer-in-Charge. No separate payment will be made for these godowns or for the store yard. Any cement, which is found at the time of use to have been damaged, shall be rejected and must immediately be removed from the site by the contractor as per directed of the Engineer-in-Charge.

#### **C.12 Arrangement of Land :**

The contractor will arrange land for installation of his Plants and Machinery, his godown, storeyard, labour camp etc. at his own cost for the execution of the work. Departmental land, if available and if applied for, may be spared for the purpose on usual charges as fixed by the Competent Authority.

#### **C.13 Use of Government Land :**

Before using any space in Government land for any purpose whatsoever, approval of the Engineer-in-charge will be required. Departmental land, if available and if applied for, may be spared for the purpose on usual charges as fixed by the Competent Authority. The contractor shall make his own arrangements for storage of tools, plant, equipments; materials etc. of adequate capacity and shall clear and remove on completion of work and shed, huts etc. which he might have erected in Government land. If after such use, the contractor failed to clear the land, Department will arrange to remove those installation and adequate recovery will be made from the dues of the contractor.

#### **C.14 Work Order Book :**

The contractor shall within seven days of receipt of the order to take up work, supply at his own cost one Work Order Book to Sub-Divisional Officer/Assistant Engineer Concerned, who is authorized to receive and keep in custody the Work Order Book on behalf of the Engineer-in-Charge. The Work Order Book shall be kept at the site of work under the custody of Sub-Divisional Officer/Assistant Engineer or his authorized representative. The Work Order Book shall have machine numbered pages in triplicates. Directions or instruction from Departmental officers to be issued to the Contractor will be entered (in triplicate) in the Work Order Book (except when such directions or instructions are given by separate letters). The contractor or his authorized representative shall regularly note the entries made in the Work Order Book and also record thereon the action taken or being taken by him complying with the said directions or instruction on any relevant point relating to the work. The contractor or his authorized representative may take away the triplicate page of the Work Order Book for his own record and guidance.

Cases of supplementary items or of claims may not be entertained unless supported by entries in the Work Order Book or any written order from the Tender Accepting Authority.

**The first page of the Work Order Book shall contain the following particulars:**

##### **a) Name of the Work**

- b) Reference to contract number**  
**c) Contractual rate in percentage**  
**d) Date of opening of the Work Order Book**  
**e) Name and address of the Contractor**  
**f) Signature of the Contractor**  
**g) Name & address of the Authorized representative (if any of the contractor authorized by him)**  
**h) Specific purpose for which the contractor's representatives is authorized to act on behalf if the Contractor.**
- i) Signature of the authorized representative duly attested by the Contractor.**  
**j) Signature of the Sub-Divisional Officer/Assistant Engineer concerned.**  
*K) DATE OF ACTUAL COMPLETION OF WORK.*  
*L) DATE OF RECORDING FINAL MEASUREMENT.*

**Entries in (k) & (l) above shall be filled in on completion of the work and before the Work Order Book is recorded in the office of the Sub-Divisional Officer/Assistant Engineer.**

#### **C.15. Site Condition:**

The contractor before tendering must visit the site and satisfy himself as to the extent of the proposed construction difficulties and problems, if any, to start, to continue and complete the work within the time as stipulated in this tender without dislocation of normal traffics during day as well as to night considering all these aspects the rate shall be quoted and the department will not be entertained any appeal/claim of the bidder in future in this regard. No interruption in works due to any site condition will be allowed towards complete the work in time. The execution of the work should however be planned and phased so that there are no undue hazards to the movement of normal traffic over the Road. No additional payment will be entertained on this account.

Difficulties and inconveniences in transporting materials over the bad Roads, Kutcha Roads, incomplete Roads and over the weak and damaged culverts should be taken into consideration by the Contractor. The materials for the work may be required to carry over kutcha Roads. These approach Roads should be maintained by the Contractor at his own cost. Difficulties in collection of different materials in lot, over the Road flank due to insufficient space if there be, should be noted by the bidder for which no rate or time will be allowed on these accounts as stated. The bidder should quote his rate taking into consideration regarding security of the materials. Nothing would be entertained under any circumstances beyond the respective tendered provisions.

#### **C.16 Preliminaries:**

During execution of the work contractor will remain responsible for providing reasonable facilities to traffic on the Road and also lighting and guarding of the Road during night for its safety while the work is in progress and no extra payment will be made on this account before/or after taking up the work.

Approximately half of the Road width including one flank shall be kept clear to the traffic from all obstruction and the surface shall be properly cleaned and leveled as far as possible.

Sign Boards / Direction Boards are to be erected at required points of specified size indicating in red letters on a white back ground as per direction of the Engineer-in-charge. Cost of which should be borne by the agency.

Road barriers shall be placed wherever the existing Road surface disturbed with proper' Road signs. During night, these should be provided with the light, Night Guard e.g. 'Chowkidar' for watching the barrier etc. shall also be maintained by the Contractor to give due warning to Road users specially at night.

### C.17 Clearing Of Materials:

Before starting any work, work site, where necessary, must be properly dressed after cutting clearing all varieties of jungles shrubs, bamboo clusters or any undesirable vegetation from the alignment or site of works on completion of works all temporary structure or obstruction including some pipes in underground work, if any, must also be removed. All scars of construction shall be obliterated and the whole site shall be left in a clear and neat manner to the satisfaction of the Engineer-In-Charge. Total length (in case of road project) shall be demarcated by proper chain aging along with fixing 200m post as per direction of Engineer-in-Charge on both side of the alignment and Bench Marking at desired locations as per direction of Engineer-in-Charge. No separate payment shall be made for all these works, the cost thereof being deemed to have been included in the rates of various items of works quoted by the contractor in the schedule of probable items of works.

### C.18 Sundry Materials:

The contractor must erect temporary pillars, master pillars etc. as may be required in suitable places as directed by the Engineer-In-Charge at his own cost before starting and during the work by which the departmental staff will check levels layout different works and fix up alignment and the contractor shall have to maintain and protect the same till completion of the work. All machinery and equipments like Level Machine, Staff, Theodolite etc. and other sundry material like, pegs, strings, nails flakes instruments etc. and also skill labour require for setting out the levels for laying out different structures and alignment shall also be supplied by the contractor (as per direction of Engineer-in-Charge) at his own cost without any extra claim towards the department.

### C.19 Supplementary / Additional items of Works :

Notwithstanding the provisions made in the related printed tender form any item of the work which can be legitimately be considered as not stipulated in the specific price schedule of probable items of work but has become necessary as a reasonable contingent item during actual execution of work will have to be done by the Contractor, if so directed by the Engineer-in-Charge and the rates will be fixed with manner as stated below: -

- (a) Rate of Supplementary items shall be analyzed in the 1<sup>st</sup> instant extended possible from the rates of the allied items of work appearing in the tender schedule.
- (b) Rate of supplementary items shall be analyzed to the maximum extent possible from rates of the allied items of work appearing in the P.W. (Roads) Department schedule of rates of probable items of work forming part of tender document Rates for the working area enforce up to the date of Technical Sanction of the estimate of the work of this N.I.T.
- (c) In Case, addition items do not appear in the above Public Works Department Schedule of Rates, such items for the works shall be paid at the rates entered in the Public Works Department/Irrigation or WIRD Schedule of Rates for the working area enforce up to the date of Technical Sanction of the estimate of the work of this N.I.T.
- (d) If the rates of the supplementary items cannot be computed even after applications of clauses stated above, the same shall be determined by analysis from market rates of material, labour and carriage cost prevailing at the time of execution of such items of work. Profit and overhead charges (both together) at 10% (Ten percent) will be allowed only; the contractual percentage will not be applicable.

Unbalanced market rates shall never be allowed.

Contractual percentage shall only be applicable with regard to the portions of the analysis based on clauses (a), (b) & (c) stated above only.

It may be noted that the cases of supplementary items of claim shall not be entertained unless

supported by entries in the Work Order Book or any written order by the tender accepting authority.

**C.20 Covered up works :**

When one item of work is to be covered up by another item of work the latter item shall not be done before the formal Item has been measure up and has been inspected by the Engineer-in-Charge or the Sub-Divisional Officer/Assistant Engineer, as the authorized representatives of the Engineer-in- Charge and order given by him for proceeding with the latter item of work. When however, this is not possible for practical reasons, the Sub-Assistant Engineer, if so authorized by the Sub-Divisional Officer/Assistant Engineer may do this inspection in respect of minor works and issue order regarding the latter item.

**C.21 Approval of Sample:**

Samples of all materials to be supplied by the contractor and to be used in the work shall have to be approved by the Engineer-in-Charge and checking the quality and brand of such materials shall have to be done by the concerned Department or as directed by Engineer-in-Charge prior to utilization in the work.

**C.22 Water and energy:**

The contractor shall have to arrange on his own cost, required energy for operation of equipments and machinery, for operating of pumping set, illuminating work site, office etc. that may be necessary in different stages of execution of work. No facility of any sort will be provided for utilization of the departmental sources of energy existing at site of work. Arrangement for obtaining water for the work should also be made by the contractor at his own cost. All cost for getting energy and / or for any purpose whatsoever will have to be borne by the contractor for which no claim will be entertained.

All materials, tools and plants and all labour (skilled and unskilled) including their housing, water supply, sanitation, light, procurement of food for contractors staff & crews, medical aids etc. are to be arranged for by the contractor at his own cost. The cost for transportation of labour, materials and all other incidental items as required for work shall also have to be borne by the Contractor without any extra claim from department.

**C.23 Road opened to traffic:**

It should be clearly understood that the contractor will be responsible to keep the road open to all kinds of traffic during execution of the work. The work should be so arranged and the programme of work must be as adjusted as would not disturb the smooth flow of road traffic in any way. If necessary diversion road should be provided and maintained by the contractor at his own cost for the entire period of work, if not separately provided in the tender. The Contractor should take all necessary precautions including guarding, lighting and barricading as necessary, to guard against the chances of injury or accident to the road user and traffic and ferry users during execution of the work for which nothing extra will be paid except otherwise mentioned in specific price schedule. The contractor will also indemnify the Department and the contractor is liable to compensate against consequences of any such injury or accident, if so happens, as per opinion of the Engineer-in-Charge, due to contractor's fault in compliance with any of such obligations.

Suitable road sign as and where necessary should be provided by the contractor at his own cost as per direction of the Engineer-in-charge and shall also be maintained till the completion of the work. Road barriers with red light at night are to be placed where the existing surface is disturbed with proper road signs. All these shall be done at the cost of the contractor without any extra claim towards department.

**C.24 Drawings:**

All works shall be carried out in conformity with the drawings supplied by this Department. The Contractor shall have to carry out all the works according to the departmental General

Arrangement Drawing and Detail Working Drawings to be supplied by the Department from time to time.

**C.25 Serviceable Materials:**

The responsibility for stacking the serviceable materials (as per decision of the Engineer-in-Charge) obtained during dismantling of existing structures/roads and handing over the same to the Engineer-in-charge of work of this Department lies with the contractor and nothing will be paid on this account. In case of any loss or damage of serviceable materials prior to handing over the same to this Department, full value will be recover from the Contractor's bill at rates as will be assessed by the Engineer-in-charge.

**C.26 Unserviceable Materials:**

The Contractor shall remove all unserviceable materials, obtained during execution at place as directed. The contractor shall dressed up and clear the work site after completion of work as per direction of the Engineer-in-Charge. No extra payment will be made on this account.

**C.27 Contractor's risk for loss or damage:**

All risk on account of railway or road carriage or carriage by boat including loss or damage of vehicles, boats, barges, materials or labour, if any, will have to be borne by the contractor without any extra claim towards department.

**C.28 Idle labour & additional cost:**

Whatever may be the reason no claim on idle labour, enhancement of labour rate additional establishment cost, cost of Toll and hire and labour charges of tools and plants, railway freight etc. would be entertained under any circumstances.

**C.29 Charges and fees payable by contractor:**

- a) The contractor shall pay all fees required to be given or paid by any statute or any regulation or by -law of any local or other statutory authority which may be applicable to the works and shall keep the department against all penalties and liabilities of every kinds for breach of such statute regulation or law.
- b) The Contractor shall save, harmless and indemnify the department from and against all claims, demands, suit and proceedings for or an account of infringement of any patent rights, design, trade mark of name of other protected right in respect of any constructional plant, machine, work, materials, thing or process used for or in connection with works or temporary works or any of them.

**C.30 Issue of Departmental Tools and Plants :**

All Tools and Plants required for the work will have to be supplied by the Contractor at his own cost; all cost of fuel and stores for proper running of the Tools and Plants must be borne by the Contractor.

**C.31 Realization of Departmental claims :**

Any sum of money due and payable to the contractor (including security deposit returnable to him) under this contract may be appropriated by the Government and set off against any claim of Government for the payment of sum of money arising out of this contract or under any other contract made by the contractor with the Government.

**C.32 Compliance of different Acts:**

The contractor shall comply with the provisions of the Apprentices Act, 1961, Minimum Wages Act, 1848. Contact Labour (Regulation and Abolition) Act 1970 and the rules and orders issued

hereunder from time to time. If he fails to do so, Engineer-in-Charge or Superintending Engineer of the concern Circle of P.W. (Roads) Directorate may at his discretions, take necessary measure over the contract.

The Contractor shall also make himself for any pecuniary liabilities arising out on account of any violation of the provision of the said Act(s). The Contractor must obtain necessary certificate and license from the concerned Registering Office under the Contract Labour (Regulation & Abolition) Act, 1970.

The contractor shall be bound to furnish the Engineer-In-Charge all the returns, particulars or date as are called for from time to time in connection with implementation of the provisions of the above Acts and Rules and timely submission of the same, failing which the contractor will be liable for breach of contract and the Engineer-in-Charge may at his discretion take necessary measures over the contract.

### **C.33 Safety, Security and Protection of the Environment:**

The Contractor shall, throughout the execution and completion of the Works and the remedying of any defects therein:

- (a) have full regard for the safety of all persons and the Works (so far as the same are not completed or occupied by the department),
- (b) provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer-in-Charge for the protection of the Works  
or for the safety and convenience of the public or others,
- (c) take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation,
- (d) Ensure that all lights provided by the Contractor shall be screened so as not to interfere with any signal light of the railways or with any traffic or signal lights of any local or other authority.

### **C.34 Commencement of work :**

The work must be taken up within the date as stipulated in the work order and completed in all respects (including preparatory works or for any causes thereof) within the period specified in Notice Inviting Tender.

### **C.35 Program of work :**

Before actual commencement of work the contractor shall submit a program of construction of work with methodology clearly showing the required materials, men and equipment. The contractor will submit a program of construction in the pattern of Bar Chart or Critical Path Method and a time table divided into four equal periods of progress of work to complete the work within the specific period for approval of the Engineer-In-Charge who reserves the right to make addition, alterations and substitutions to such program in consultation with the contractor and such approved program shall be adhered to by the contractor unless the same is subsequently found impracticable in part or full in the opinion of the Engineer-In-Charge and is modified by him. The contractor may pray in writing, showing sufficient reasons therein for modification of program. The conditions laid down in clause 2 of the printed W.B.F.No.-2911(ii) regarding the division of total period and progress to work and the time table there for as provided in the said clause shall be deemed to have been sufficiently complied with the actual progress of work and does not fall short of the progress laid down in the approved time table for one fourth, half and three fourth of time allowed for the work.

### **C.36 Setting out of the work :**



The contractor shall be responsible for the true and perfect setting out of the work and for the correctness of the position, levels, dimensions and alignments of all parts of work, if any rectification or adjustment becomes necessary the contractor shall have to do the same at his own cost according to the direction of the Engineer-in-Charge. During progress of works, if any, error appears or arises in respect of position, level, dimensions or alignment of any part of the work contractor shall at his own cost rectify such defects to the satisfaction of the Engineer-in-Charge. Any setting out that may be done or checked by either of them shall not in any way relieve the contractor from their responsibility for correctness and rectification thereof.

**C.37 Precautions during works:**

The contractor shall carefully execute the work without disturbing or damaging underground or overhead service utilities viz. Electricity, Telephones, Gas, Water pipes, Sewers etc. In case disturbances of service utilities is found unavoidable the matter should immediately be brought to the notice of the Engineer-in-Charge and necessary precautionary measures as would be directed by the Engineer-in-Charge shall be carried out at the cost and expenses of the contractor. If the service utilities are damaged or disturbed in any way by the contractor during execution of the work, the cost of rectification or restoration of damages as would be fixed by the Engineer-in-Charge concerned will be recovered from the contractor.

**C.38 Testing of qualities of materials & workmanship:**

All materials and workmanship shall be in accordance with the specifications laid down in the contract and also as per M.O.R.T. & H's specification for Road and Bridge Works (Latest Revision) and relevant IS codes and the Engineer-In-Charge reserves the right to test, examine and measure the materials/workmanship direct at the place of manufacture, fabrication or at the site of works or any suitable place. The contractor shall provide such assistance, instrument, machine, labour and materials as the Engineer-in-Charge may require for examining, measuring and testing the works and quality, weight or quantity of materials used and shall supply samples for testing as may be selected and required by the Engineer-in-Charge without any extra cost. Besides this, he will carry out tests from outside Laboratory as per instruction of Engineer-in-Charge. The cost of all such tests shall be borne by the agency and that must be considered during quoting rate.

**C.39 Timely completion of work:**

All the supply and the work must have to be completed in all respects within the time specified in Notice Inviting Tender from the date of commencement as mentioned in work order. Time for completion as specified in the tender shall be deemed to be the essence of the contract.

**C.40 Procurement of materials:**

All materials required to complete execution of the work shall be supplied by the contractor after procurement from authorized and approved source.

**C.41 Rejection of materials:**

All materials brought to the site must be approved by the Engineer-In-Charge. Rejected materials must be removed by the Contractor from the site within 24 hours of the issue of order to that effect. In case of non-compliance of such order, the Engineer-In-Charge shall have the authority to cause such removal at the cost and expense of the contractor and the contractor shall not be entitled to claim for any loss or damage of that account.

**C.42 Implied elements of work in items:**

Except of such items as are included in the Specific Priced Schedule of probable items and approximate quantities no separate charges shall be paid for traffic control measures, shoring, shuttering, dewatering, curing etc. and the rates of respective items or works are to be deemed as inclusive of the same.

**C.43 Damaged cement:**

Any cement lying at contractor's custody which is found at the time of use to have been damaged shall be rejected and must immediately be removed from the site by the contractor or disposed of as directed by Engineer-in-Charge at the costs and expenses of the contractor.

**C.44 Issue of Departmental Materials:**

Departmental materials will not be issued under any circumstances.

**C.45 Force Closure:**

In case of force closure or abandonment of the works by the Department the contractor will be eligible to be paid for the finished work and reimbursement of expenses actually incurred but not for any losses.

**C.46 Tender Rate:**

The contractor should note that the tender is strictly based on the rates quoted by the Contractor on the priced schedule of probable item of work. The quantities for various other items of works as shown in the priced schedule of probable items of works are based on the drawing and design prepared by the Department. If variations become necessary due to design consideration and as per actual site conditions, those have to be done by the contractor at the time of execution at the rate prescribed in the tender condition. No conditional rate will be allowed in any case.

The Intending Bidders are requested to read carefully & go through all the Terms & Conditions, Specifications etc. etc. as stipulated in the tender documents (duly uploaded in the web portal by the N.I.A.) and considering all aspects rate in the B.O.Q. shall be Quoted.

**C.47 Delay due to modification of drawing and design:**

The contractor shall not be entitled for any compensation for any loss due to delays arising out of modification of the drawing, addition & alterations of specifications.

**C.48 Additional Conditions :**

A few additional conditions under special terms and conditions:

**C.48.1.** Rate quoted shall be inclusive of clearing site including removal of surplus (both serviceable & unserviceable) earth, rubbish, materials etc. as per direction of the Engineer-in-Charge.

**C.48.2.** Rate quoted shall be inclusive of West Bengal Sales Tax, Income Tax, Octroi and all other duties/charges/Taxes if any.

**C.46.3.** Display board (Informatory) of size 150cm X 90cm is to be provided at starting and end chainage of the work- site with aluminum plate hoisted on steel tubular pipe/ angle post to a height of 1.5 Meter at the cost of the contractor including fitting, fixing, painting, lettering etc. complete as per direction of Engineer-in-Charge.

**C.48.4.** The Contractor is to display caution board maintaining I.R.C. norms at his own cost as per requirements at work site & as per direction of Engineer-in-Charge.

**C.48.5.** Deep excavation of trenches and left out for days shall be avoided, simultaneously precautionary measures shall be taken.

**C.48.6.** Labour welfare Cess will be deducted from bills @ 1(one) % of gross bill value as per rule.

**C.48.7.** The whole work will have to be executed as per Departmental drawings available in this connection at the tender rate.

**C.48.8.** Income Tax and other taxes & charges (as applicable) will be deducted from each bill of the contractor as per applicable rate and Govt. rules in force.

**C.48.9.** In accordance with the West Bengal Taxation Laws (amendment) Ordinance, 1993 amending the West Bengal Finance (Sales Tax) Act, 1994 necessary Sale Tax / VAT will be deducted as per rate in force from the bill in addition to other deduction as per extent rules.

**C.48.10.** Rate quoted shall be inclusive of preliminary works (vide Clause-15 to Clause-17 under Section 'C') at work site and for such preparatory & ancillary works no further time will be extended beyond the stipulated date of completion of the work.

**C.49 Payment of Bills :**

As mentioned in the NIT

**C.50 Refund of Security Deposit :**

As mentioned in of NIT.

**C.51 Settlement of Dispute :**

As mentioned in of NIT

**C.52 Execution of Less/Excess works beyond Tendered Items:-**

It may please be noted that, for the case of Less/Excess & Supplementary works beyond Tendered Items, getting prior written permission from the Tender Accepting Authority is essential, copy of which must be attached with Less/Excess works Statement & Supplementary Tender otherwise the same statement may not be entertained.

**Assistant Director of Fisheries  
Cooch Behar**

## ANNEXURE

Sl.	Description of Item	Qty	Unit
1	<b>Laboratory Equipment:</b>		
	Olympus Field Microscope - 1 No	1	No
	Glass slide	1	Box
	Glass cover slip	1	Box
	Watch glass	6	Nos
	Petri dish	6	Nos
	Filter paper	1	Box
	Chemical balance with milligram weight	1	No
	Spatula	1	No
	Glass Beaker 25, 50,100 ml	2	Nos each
	Conical Flask 25,50,100 ml	2	Nos each
	Round bottom Flask 25, 50, 100 ml	1	Nos each
	Mantle Heater	1	No
	Measuring Cylinder 50, 100, 1000 ml	1	Nos each
	Glass dropper	4	No
	Chemical: 1. Acriflavin	1	small phial
	Absolute alcohol	500	ml
	Potassium per manganate	500	gm
	Formalin	500	ml
	Specimen bottle	6	Nos
	Glass bottle to collect water sample	6	Nos
	Water testing kit	1	set
	Water pH paper ( E Merck)	1	roll
Pipette (25 ml)	2	nos	

	Dissection Box	1	set
	Magnifying glass	1	No
2	<b>Breeding Kits:</b>		
	Hand Centrifuge machine	1	No
	Centrifuge tube	4	Nos
	Forceps	2	Nos
	Scissors	2	Nos
	Syringe 2, 5 ml	1	Dozen Each
	Needle 19,21,23 No	1	Dozen Each
	Sponge cushion (1 ft x 2 ft)	1	No
	Litre mug	1	No
	Bucket	1	No
	Carp Pituitary Gland (of weight 3 mg & above)	50	Nos
	Tissue Homogenizer	2	Nos
	Graduated tube (10 ml)	4	Nos
	Balance to weight brooder	1	No
	Weight set ( 50, 100, 200,500 gms, 1,2,5 kg)	1	Set
	Aluminium hundi (2.5 kg weight & 50 cm Diameter))	2	No
	Enamel Tray (Medium size)	2	No
	Glass bottle with stopper	3	No
	Bone cutter	1	No
Butcher's knife	1	No	
3	<b>Net &amp; Hapa:</b>		
	Net with sinker and float [Length - 66.6 metre; Breadth - 6.0 mt; Twine - 2 No (210/2/3), Nylon; Mesh size - 30 - 35 mm; Head Rope - 8mm HDPE; Foot Rope - 10mm HDPE; Sinker (Iron)- 6.5 kg; Float (small) - 90 Nos; Angle of Mesh (40mm) of 6 No Nylon Twine; Binding Twine - 210/8/3]	1	Set
	Mosquito Net Hapa 3.5 (L) x2.5(B)x1 (H)metre with upper lid	2	Nos
	Markin cloth Hapa 6 x 4 x3 ft	2	Nos
	1/80 " mesh net for Hatching pool	20	Mtr
	Markin cloth	5	Mtr
Plankton net	10	Mtr	

**Assistant Director of Fisheries  
Cooch Behar**