

**APPLICATION FORM FOR PRE-QUALIFICATION OF CONSTRUCTION
FIRM/CONTRACTORS**

FOR THE PROPOSED

- (A) CONSTRUCTION OF SLOPED ROOF WITH STEEL TRUSS AS PER DRAWING.
(B) CONSTRUCTION OF FLOORING AT WOODEN GALLERY SITE.**

GENERAL INFORMATION OF THE CONSTRUCTION FIRM/CONTRACTOR

1. Name of the Construction firm/contractor
2. Address of the Registered Office
3. Telephone Nos.
4. E-mail
5. Name of the Proprietor/Partners/Directors
6. Status of the Firm/Company
7. a) Trade License No.
b) Professional Tax
- c) Income Tax
- d) PAN
- e) GST Registration No.

SECTION I

KEY PERSONNEL

- | | |
|---------------------------|----------------|
| 1. Technical Personal: | No. of persons |
| a) Senior Engineer | |
| b) Junior Engineer | |
|
 | |
| 2. Supervisory Personnel: | |
| a) Supervisor | |
| b) Machine Operator | |
| c) Other Staff | |

(2)

SECTION-II

FINANCIAL AND BUSINESS CAPABILITY

1. Audited Annual Account under section 44AB of Income Tax for last 2 years:
2. Name of Bankers :

SECTION-III

CONSTRUCTION MACHINERY TO BE DEPLOYED BY THE FIRM/CONTRACTOR

EQUIPMENTS	NOS.
1. Concrete Mixer	
2. Vibrator	
3. Concrete cube testing mould	
4. Shuttering materials (Steel or BWP Ply) (sqft.)	
5. Water pump	
6. Grouting machine	

SECTION -IV

MAJOR WORKS SUCCESSFULLY COMPLETED DURING LAST 3 YEARS

SR. No.	NAME OF THE WORK & CLIENTS' NAME	VALUE OF WORK	DATE COMPLETION
.....

Signature of the Applicant (Proprietor/Partner/Director)
With Seal and Date

NOTICE INVITING TENDER FOR
(A) CONSTRUCTION OF SLOPED ROOF WITH STEEL TRUSS AS PER DRAWING.
(B) CONSTRUCTION OF FLOORING AT WOODEN GALLERY SITE ,
GURUSADAY MUSEUM, BRATACHARIGRAM, JOKA, KOLKATA-700104.

Date : 24 May, 2018

1. Sealed Tenders on schedule of items of works, issued by the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society, Gurusaday Museum, Bratacharigram, Joka, Kolkata-700104, are invited from experienced bonafide and resourceful contractors will be given who possess the previous experience in executing civil and structural works in educational and museum institutions.
2. Tenders submitted shall also include an Earnest Money of Rs. 1,00,000/- (Rupees one lakh only) deposited in favour of Gurusaday Dutt Folk Art Society in the form of Bank Draft payable at Kolkata or National Savings Certificate of the contractor pledged in the name of Gurusaday Dutt Folk Art Society.
3. The Earnest Money deposited by unsuccessful Tenders will be refunded without interest in due course.
4. Tender documents will be available from the respective web site : gurusadaymuseum.org.
5. Tender forms will collect from respective web site and it after filled in are to be dropped in the sealed tender box at the office in between 14th to 16th June, 2018 during 12 Noon to 3 P.M.
6. Opening of Tender documents on 20th June, 2018 at 11 A.M.
7. Period of completion of work : 3 (three) months from the date of issue of the work order.
8. Clause of contract : to be notified to the successful contractor.
9. The nature of contract will be percentage rate contract basis on the estimated amount.
10. All the rates of items include the supply of all materials, workmanship placing in position finishing items of up to the satisfaction of the proper authority.
11. Security money: Rs. 10% on bill amount to be kept with held till the guarantee period of six months to be reckoned with from the date of completion and payment of final bill.
12. The Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society reserves the sole right to reject any or all Tenders applied for or submitted without assigning any reason thereto and for this the Tenders shall not be entitled for any compensation or refund other than the Earnest Money without interest.
13. Application for Tender Paper must accompany copies of:
 - a) Trade License
 - b) PAN
 - c) GST Registration
 - d) Income Tax Return
14. Development of the existing work may be extended by equation of additional items in future in addition to the stipulated amounts without inviting any further tender.
15. This condition will be rectified and sanction by the authorities by their own discretion.

Subhendu Bann
24.05.2018

Chairman
Renovation Committee
Gurusaday Dutt Folk Art Society
Gurusaday Museum, Bratacharigram
Joka, Kolkata-700104

**OFFICE OF THE CHAIRMAN, RENOVATION COMMITTEE
GURUSADAY DUTT FOLK ART SOCIETY
GURUSADAY MUSEUM, BRATACHARIGRAM, JOKA, KOLKATA-700104.**

TERMS & CONDITIONS OF TENDER

SECTION-I: COLLECTION OF TENDER DOCUMENT

1. Intending Tenderers shall have to satisfy The Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society or authorized representative of their experience for construction or maintenance in such type of work by producing valid credential of registration and experience certificate as well as Income Tax, current Professional Tax and GST clearance and registration certificate for being entitled to get permission for submitting the tender.
2. The Tender Documents for Contract shall consist of:
 - a) Prescribed Application Form for Pre-Qualification of Tender,
 - b) Notice Inviting Tender,
 - c) Terms & Conditions of the Tender,
 - d) Agreement by Contractor for Tender for works,
 - e) Schedule of Quantities.
3. Complete set of the Tender Document consisting as of Item 2 above can be obtained by the Tenderer, who satisfies The Chairman from the Office Web Site.
4. Approximate quantity of each item is shown in the Schedule of Quantity and is always subject to variation on the actual works which may be, less or more as executed at site. Also items of work may be deleted or withheld, on written orders of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society, which may or may not be executed at later date also on order of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society within the completion period. However, the rates shall be binding till completion of work, irrespective of the quantity in the Schedule of Quantity.

SECTION-II : SUBMISSION OF TENDER

1. All Tenders shall be dropped with all requisite documents and Earnest Money of Rs. 1,00,000/- as noted in Para 2 of Notice Inviting Tender, the Tender box kept in the City Office of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society and will be opened in presence of such tenderers who may desire to be present at the date and time of opening Tender as notified in the NOTICE INVITING TENDER of this Tender Document only and exclusively.
2. The tenderer shall quote the rate both in figure and words for each item on the Schedule of Quantities. **Erasing and over writing** in tender will render to **be rejected outright** without assigning any reason. Hence caution should be taken while quoting for the tender.
3. The rates quoted shall be inclusive of all taxes and freight charges including supplying and delivering at site.
4. When a tenderer signs a tender in the TENDER FOR WORKS in English the total tendered cost shall also be written in words in English.
5. All Tenderers shall have to furnish by Bank Demand Draft an amount of Rs. 1,00,000/- as Earnest Money payable to Gurusaday Dutt Folk Art Society, payable at Kolkata and or National Savings Certificate of the Contractor pledged in the name of Gurusaday Dutt Folk Art Society.
6. Before submitting the tender, the tenderer shall satisfy himself by actual visit to site as regards to local conditions and also about other matters allied with works and the tenderer submitting the tender shall be deemed to have done so before submitting the tender.

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7. Tenderer who will sign on the Tender Document on behalf of a Company or Consortium must produce a registered document in respect of their Power of Attorney and or Hypothecation along with the tender, failing which the tender shall be rejected. A copy of the registered document shall be included with the Tender Document for submission.
8. Canvassing in connection with tender is strictly prohibited and the tender submitted by the tenderer, who resort to canvassing shall be liable for rejection.
9. No escalation of price whatever shall be allowed during the period of execution of work under or all circumstances
10. Tender submitted which do not fulfill above conditions or are incomplete with documents in any respect are liable to be rejected without assigning any reason.

SECTION-III : ACCEPTANCE OF TENDER

1. The acceptance of Tender and award of the Contract shall rest with The Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society who shall have the exclusive right to reject in part or in full any or all the tenders received or to split up the works to different Contractors without assigning any reason thereof and this shall be binding for all Tenderers without any compensation or condition imposed by the Contractor.
2. The successful tenderer on receiving the Work Order shall have to deposit Earnest Money which accepted by The Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society. This Earnest Money shall not bear any interest and is liable for forfeiture in violation of the condition of this Agreement for Tender for Works.
3. Conditional tender will not be accepted in any case, under any condition and shall be rejected outright, obviously, if any condition is made by the tenderer.
4. The Earnest Money of tender, not accepted, shall be refunded without interest and for which application for refund shall have to be submitted to the office of The Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society, Joka, Kolkata-700104.

SECTION-IV : EXECUTION OF WORKS AT SITE

1. The successful tenderer, hereinafter referred to as the Contractor, on receiving Work Order to commence works at site shall furnish within 7(seven) days of receipt of the Work Order, a WORK PROGRAMME in the form of BAR CHART for the complete Structural works for the period of completion of work mentioned in item 7 of Notice Inviting Tender, to the Consultant, and strictly adhere to the WORKS PROGRAMME. Failure to do so will debar the Contractor to proceed with works at site and forfeiture of the Earnest Money. The Contractor shall hence forth commence works within fifteen days of receipt of WORK ORDER.
2. The Contractor shall follow General condition, General specifications for Materials, Execution of works, Modes of measurement, Consumption of materials, Suggested Brand Names, Indian standards for Building Works as stipulated in the PWD schedule of work West Bengal for Southern Circle and approved by the Consultant verbally or in writing.
3. Any tools, plants and implements required for execution of work shall have to be arranged for by the contractor at his own cost and expenses and the rates tendered shall be inclusive of these.
4. The Contractor shall arrange transport for carriage of materials, equipment's etc. to and from site of execution for works at site at his own cost without any liability on the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society.
5. For all practical purposes any sort of work at night will not be permitted. Night work if on emergency, may be allowed by the Consultant provided the Contractor applies for permission. In such case the programme of work shall be intimated in writing well in advance to the Consultant for formal permission. The Consultant may however revoke the permission as given at discretion, if the quality of work is found not satisfactory or any other reason in the interest of the quality and progress of the work without any compensation whatsoever. The Contractor shall also indicate in advance, the arrangement of illumination proposed for this purpose if the night work is allowed to be undertaken.

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6. Absence of any detailed specification in the Schedule or Work shall be followed according to Southern Circle Schedule of rates of works of PWD, Govt. of West Bengal or as directed by the Consultant if better quality of work prepared.
7. All materials have to be approved by the Consultant before use.
8. Brief Description/Specification of other Building Materials as per specification and approved sample kept at site.
9. Rates for any item not provided in the schedule but requires to be executed shall be entertained according to Southern Circle schedule of rates, PWD West Bengal.
10. No extra item other than stipulated in this tender shall be taken up without prior permission of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society and shall be taken up only after fixation of rates thereof.
11. No advantage can be taken by any one, of any obvious error or omission in the schedule and in respect of Error or an Omission, the decision of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society shall be final and binding to the Contractor.
12. Certain items of work as mentioned hereinafter shall only be taken up on the specific written order of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society.
13. All technical matters shall be as directed and approved by the Consultant or authorized technical representative, particularly related to materials, fittings, fixture etc. supplied to site and execution of works and those shall be noted in WORKS DIARY maintained by the Contractor and kept at side.
14. Damage of materials, injury/death of workers at site due to accident during the progress of work shall be compensated by the contractor as per Workmen Compensation Act and the Contractor shall make Insurance to that effect for recovery without any liability to the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society.
15. The Contractor shall note that no claim for idle labour or for cost of surplus material shall be entertained during progress of work and after completion of work. The work, if suspended for reasons beyond the control of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society during period of execution of work if declared as terminated for any reason thereof, the Contractor shall make his programme for removal of surplus materials from site at his own risk and cost without any liability to the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society.
16. The Contractor shall arrange at site for all facilities of water supply, power, labour camp, sewerage for labour camp and construct a temporary site-office in consultation and direction of the Consultant at his own expense, within 15(fifteen) days of receipt of Work Order without which the Contractor shall not be allowed to commence works at site and subsequently all Deposits shall be forfeited.
17. The Contractor shall arrange for security of all materials and his men at work, at site and at all times to day and night and for which the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society shall not be he held liable. The Contractor shall appoint Night Guards at his cost to that effect.
18. In case of any dispute regarding materials, labour and execution of works at site the decision of the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society shall be final and binding, without any prejudice or arbitration on the Contractor.
19. The Contractor shall make good all or any damage made by his men of any adjacent structure, any materials or equipment at site and not belonging to him.

SECTION-V : COMPLETION OF WORK & PAYMENT

1. After completion of structural works, the site shall be cleared of all constructional materials, debris etc. at the cost of the Contractor. All such materials are to be removed to any suitable place outside as directed by the Consultant.
2. On completion of works at site, the Contractor shall obtain a Completion Certificate from the Consultant and approved by the Chairman, Renovation Committee, Gurusaday Folk Art Society to his satisfaction and shall be furnished with the bill for final payment.

(4)

3. Running Account Bill shall have to be submitted within 5 (five) days of completing whatsoever works done at site for the last 30 (thirty) days and measured under the supervision of the Consultant, at site. The bills shall be submitted to the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society for further processing and payment after total completion of all items of works. Submission of progressive bills of work shall be statutory and binding on the Contractor to receive payment on completion of all items of works.
4. Income tax and other related tax shall be deducted at source from the bill during payment.
5. Security Deposit of 10% (ten percent) of the value of the bill approved for payment shall be deducted from each Running Account bill which including Earnest Money and shall be refunded with the Earnest Money without any interest after Defect Liability period as mentioned hereinafter.
6. The Defect Liability period shall be 12 (twelve) months from the date of receiving the final Completion Certificate and the Contractor shall be liable to make good all defects during the period without any extra cost.
7. Payment for the works of Running Account bill and Final bill shall be on the basis of "measured works" and not as "Lump Sum" basis.
8. Tenderers shall note that their tenders shall remain open for consideration and issue of work order for a period of three months from the date of opening of the Tender.

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Signature of Contractor with Seal

Name:
Address:
Contact No.:
Email. :

Subhendu Bann.
29.05.2018

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Chairman/Curator/Executive Secretary
GDFAS, Gurusaday Museum, Joka,
Kolkata-700104.

(To be filled in and signed by the Contractor on non-judicial stamp paper, Rs. 100/- for successful Tenderer)

AGREEMENT BY CONTRACTOR FOR TENDER FOR WORKS

1. I/We hereby tender for the execution to the Chairman, Renovation Committee, Gurusaday Dutt Folk Art Society, Gurusaday Museum, Bratacharigram, Joka, Kolkata-700 104 hereinafter mentioned as The Chairman for the work specified in the under written Memorandum within the time specified in such memorandum at the rates specified therein, and in accordance, in all respects with the specification, design, drawings and instructions in writing referred to by the Consultant and of the annexed terms & conditions and with such materials as are required and to be provided for construction by me/us and in all other respects in accordance with such conditions so far as applicable.
2. I/We note that the Earnest Money shall not bear any interest and the Earnest Money is liable for forfeiture if:
 - a) Our offer is withdrawn within the validity period of acceptance of three months from the date of opening tender for the specific work.
 - b) The contract is not commenced within 15 days from the date of receipt of the WORK ORDER.
3. I/We understand that the Chairman, is not bound to accept the lowest tender received.
4. The Notice Inviting Tender for construction of works mentioned above and the complete Tender Document with all annexures for the works submitted and accepted will be part of this Agreement.

[This Memorandum is to be filled in by all Tenderers and on non-judicial stamp paper of Rs. 100/-]

MEMORANDUM

- 1) Name of works for Gurusaday Museum old and Annex building : a) Structural work on Roof in Old Building and b) Construction work of first floor in Annex building
- 2) Estimated Cost as per priced Schedule of Quantities : Rs. 2598884/- (Rupees twenty five lakh ninety eight thousand eight hundred eighty four only)
- 3) I/We offer to execute the work : i) at par with Rs..... (in words)..... As per priced Schedule of Quantities
ii)%.....(in words) less the priced Schedule of Quantities
iii)%.....(in words) above the priced Schedule of Quantities
- 4) Earnest Money deposit : Rs. 1,00,000/- (Rupees One lakh) in the form of
- 5) Security deposit (including Earnest Money) : 10% (ten percent)
- 6) Percentage to be deducted from bill : 10% (ten percent)
- 7) Percentage of Tax to be deducted From bills paid :%.....(in word)
- 8) Time allowed for the work from Date of Work Order to commence : Three Calendar months (90 days)

Should this tender be accepted I/We hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract so far as applicable, or in default thereof to forfeit and pay to the Chairman the sums of money mentioned in the said conditions.

Name of Partners/Associates of Our Firm/Consortium :

Signature of Contractor with Seal
Name:

Address:

E-mail:
Contact No.

SCHEDULE OF QUANTITIES

**GURUSADAY DUTT FOLK ART SOCIETY
GURUSADAY MUSEUM
Bratacarigram, Joka, Kolkata-700 104, West Bengal**

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CITY OFFICE :
Gurusaday Dutt Folk Art Society
Gurusaday Museum
Bratachagram, Joka, Kolkata-700104

CONSULTANT:
Deb Kumar Dasgupta
Chartered Engineer
78E/1C/1, Swinhoe Lane
Kolkata-700 042

Schedule of Quantities for

Folio : 1

a) Structural work

b) Construction work

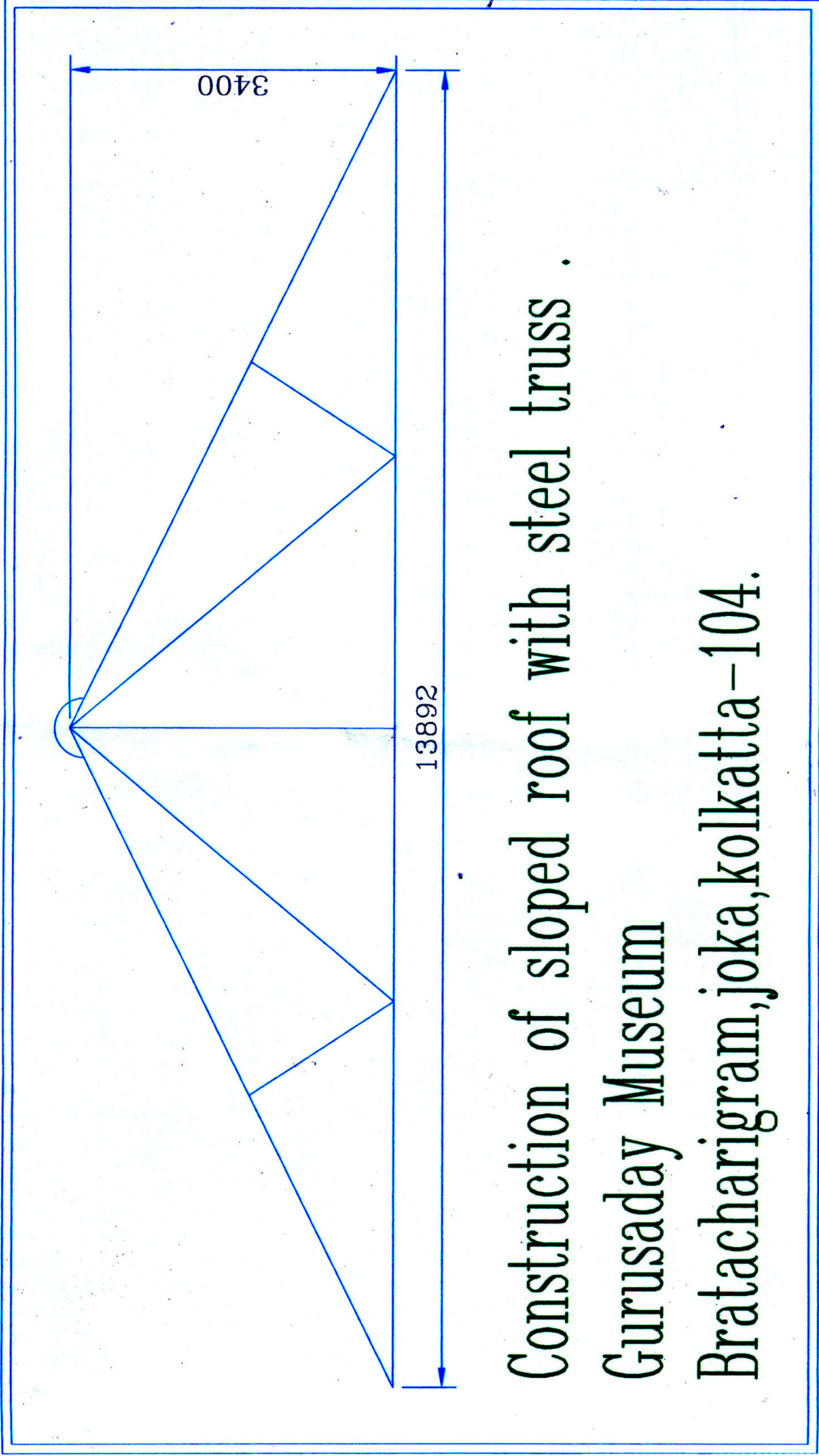
At Gurusaday Museum, Bratacharigram, Joka, Kolkata-700104

Sl. No.	Description	Quantity	Rate (Rs)	Unit	Amount (Rs)
1	1 st Class brick work in cement mortar (1:6)	54.288	6536.00	Cu.m	354826.00
2	125mm. Brick work with 1 st class bricks in cement mortar (1:4) with h.b wire netting in every third layer	11.676	865.00	Sq.m	10100.00
3	15 mm. thick cement plaster (1:4) on walls and beams	517.656	164.00	Sq.m	84896.00
4	False ceiling of 4.5 masonite or ply wood board of 6 mm. thickness including the supporting frame work of side 40 mm X 20 mm with local sal wood	310	678	Sq.m	210180.00
5	Supplying and fixing 15 to 18 mm thick and a-1 grade marble flooring exceeding 0.6 sq.m but not exceeding 1.0 sq.m area with cement mortar (1:2) with finishing of joints with white cement in floors skirting and steps of staircase	250	3071	Sq.m	767750.00
6	M 20 Rcc with fe 415 steel in slabs and beams with shuttering and centering all complete.	9.75	18080	Cu.m	176280.00
7	Proving fitting and fixing M.S truss with c.g sheet 6 mm. thick on purlin and frame work as shown with I.S.A 75 75 8 and 12 mm thick gusset plate properly welded 6 mm. size along with ridge cover and gutter complete	440.2	2260	Sq.m	994852.00
				Total	2598884.00

(Rupees twenty five lakh ninety eight thousand eight hundred eighty four only)



(Deb Kumar Dasgupta)



Construction of sloped roof with steel truss .
Gurusaday Museum
Bratacharigram, joka, kolkatta-104.