



Government of West Bengal
Directorate of Forests
Office of the Divisional Forest Officer
Burdwan Division



Phone : 0342-2657172; Fax : 0342-265950
e-mail: dfobdn@yahoo.co.in

No. 4249 / 2-66 / NG. PLTN./ e-Tender

Dated; Burdwan,

the 02 / 11 / 2023

NOTICE INVITING e-TENDER

Notice Inviting e-Tender No. 1(e) to 3(e)/BDN/NAMAMI GANGE/PLTN.MAINT.Y-3/ 2023-24 (2nd Call)
of the Divisional Forest Officer, Burdwan Division, Directorate of Forests, Government of West Bengal,
Invites e-Tender for the work detailed in the table below.
(Submission of Bid through **online**)

e-TENDER FOR NAMAMI GANGE PLTN. FOR DIFFERENT LOCATION UNDER BURDWAN DIVISION.

Divisional Forest Officer, Burdwan Division invites e-Tender for the works in connection with Namami Gange Plantation for different location under Burdwan Division as per Schedule of Works furnished herein below. Collection (downloading) of details of the e-tender notice, terms & condition and BOQ & Submission (uploading) of Tender will be made online through the website <http://wbtenders.gov.in>. **Last date & time of submission of bids online is : 29/11/2023 up to 12.30 pm. Cost of EMD(online submission copy) & other tender document Copy Physically Submission on 30/11/2023 up to 2.00 pm.**

A. List of Work(s):

S.L No.	NIT No.	Type & Location of work	Estimated Amount Put to tender (Rs.)	Amount of Earnest Money (2%) to be deposited (Rs.)	Security deposited	Period of Completion of the work
(1)	(2)	(3)	(4)	(7)	(8)	(9)
1.	<u>1(e)/BDN/NAMAMI GANGE/PLTN.MAINT.Y-3/ 2023-24 (2nd Call)</u>	QGS Pltn. Maint.Y-3 under Namami Gange at Kajladihi Mouza of Shibpur Beat under Durgapur Range over 15 Ha. Model - NL/P/13	1,01,565/-	2,031/-	@10% of accepted Tender Value	Up to March' 2023
2.	<u>2e)/BDN/NAMAMI GANGE/PLTN.MAINT.Y-3/ 2023-24 (2nd Call)</u>	QGS Pltn. Maint.Y-3. under Namami Gange at Kasba & Narayanpur Mouza of Kasba Beat under Panagarh Range over 15 Ha. Model - NL/P/13	1,01,565/-	2,031/-	-do-	-do-
3.	<u>3(e)/BDN/NAMAMI GANGE/PLTN.MAINT.Y-3/ 2023-24 (2nd Call)</u>	River Bank Pltn. Maint.Y-3 under Namami Gange at Kajladihi Mouza of Shibpur Beat under Durgapur Range over 15 Ha. Model - NL/P/16	1,01,565/-	2,031/-	-do-	-do-

B. Schedule of Dates:

Sl. No.	Activity	Date & Time
1.	<i>Date of uploading of N.I.T. & other Documents (online) (Publishing Date)</i>	<i>22.11.2023 at 11.00 AM</i>
2.	<i>Documents download/Sale start date (online)</i>	<i>22.11.2023 from 11.00 AM</i>
3.	<i>Documents download end date (Online)</i>	<i>29 11.2023 upto 12.30 PM</i>
4.	<i>Bid submission start date (online)</i>	<i>22.11.2023 from 11.00 AM</i>
5.	<i>Bid submission closing (online)</i>	<i>29.11.2023 upto 12.30 PM</i>
6.	<i>Last date of submission of original copies for the Cost of Tender Paper (CTP) (offline) and Earnest Money Deposit (EMD) (online)</i>	<i>30.11.2023 upto 2.00 PM</i>
7.	<i>Bid opening date for technical proposals (online)</i>	<i>01.12.2023 after 1.00 PM</i>
8.	<i>Date of uploading & Display of Technical Bid Evaluation sheet</i>	<i>To be notified in due course</i>
9.	<i>Date of opening Financial Bids (Online)</i>	<i>To be notified in due course</i>
10.	<i>Date of uploading & Display of Financial Bid evaluation sheet along with final rate, after negotiation with all tenderers if necessary</i>	<i>To be notified in due course.</i>

Note:

1. In case of any unscheduled holiday or on days of Bandh or natural calamity on the aforesaid dates, the next working day will be treated as scheduled / prescribed date for the same purpose.
2. The Tender Inviting Authority may change the venue of opening the Technical or Financial Bids in case of exigent circumstances like breakdown of communications link or conditions of force majeure.
3. The Tender Inviting Authority reserves the right to defer the date of opening of either Technical or Financial Proposal or both, if required.

Sd/-
DFO Burdwan – SPMU, FIG
Burdwan Division

GENERAL TERMS AND CONDITIONS

- 1) In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
- 2) **Earnest Money (EMD)** : The amount of earnest money as calculated on the Estimated Amount furnished in the statement of works schedule put to tender **should be deposited online through State Government e-Procurement Portal with the Payment Gateway of ICICI Bank in favour of THE “PROJECT DIRECTOR, SPMU, FIG, WB. NAMAMI GANGE” as per G.O. No. 3975-F(Y) dated 28.07.2016.** This clause is also applicable for all categories of applicants except those are exempted as per prevailing Government Order.
- 3) **There is no exemption of any kind for any of the eligible contractors towards EMD.**
- 4) **Refund of EMD** : The EMD of the unsuccessful Tenderers deposited in favour of THE “**PROJECT DIRECTOR, SPMU, FIG, WB NAMAMI GANGE**” , will be refunded without any interest on receipt of application addressed to the Deputy Conservator of Forests / Divisional Forest Officer, Burdwan Division, from Tenderers as per relevant Govt. Rules vide **G.O. No. 3975-F(Y) dated 28.07.2016.**
- 5) Please note that further details, contact Divisional Forest Office, Burdwan Division, Golapbug, P.O. – Rajbati , Dist. – Purba Bardhaman, Pin – 713104, Ph. No. 0342-2657172 on working day from 26/09/23 to 05/10/23 .
- 6) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly Digitally signed in the website <https://wbtenders.gov.in>
- 7) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in **Schedule of Dates**
- 8) The **FINANCIAL OFFER** of the prospective Tenderer will be considered only if the **TICHNICAL BID** of the Tenderer is found qualified by the “**Tender Committee**” **formed by the Divisional Forest Officer, Burdwan Division**, Directorate of Forests, Government of West Bengal. The decision of the ‘Tender Committee’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
- 9) **Eligibility criteria for participation in the tender.**
 - i. Contractors / Labour Co-Operative Society / Registered Unemployed Engineers’ Co-operative Societies having experience in similar type of works of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of tender notice of an individual work/supply showing the capacity for executing similar type of work/supply in any Govt. and/or Semi-Govt. department.
 - ii. Contractors having valid credential Labour Co-Operative Society during the last 3 (Three) years from the date of issue of this notice at least one work of similar nature **as a prime agency** under authority of State/Central Government, State/Central Government Undertaking / Statutory bodies Constituted under the Statute of the Central/State Government at least in the magnitude of 80 % (eighty Percent) of the amount put to tender.
 - iii. Registered Unemployed Engineers’ Co-operative Societies having credential during the last 3 (Three) years from the date of issue of this Notice at least one work of similar nature as a **Prime agency** under authority of State / central Government undertaking / Statutory Bodies Constituted under the Statute of the Central / State Government at least in the magnitude of 100 % (Hundred percent) of the amount put to tender.
[Non-statutory documents]
 - iv. **Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for latest F.Y., Aadhar Card, Pan Card, GST Registration Certificate with regular return copy, PF Registration with latest returns (Optional), ESI Registration with latest returns (Optional), Valid Tread License are to be accompanied with the Technical Bid Documents, otherwise bidders are not eligible for technical bid evaluation.**
[Non-statutory documents]

- iv. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 2 (two) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the technical bid shall be treated as non-responsive.)
- v. Registered Labour co-operative Societies are required to furnish valid by law, Current Audit Report, Minutes of last A.G.M. , valid certificate from A.R.C.S. along with other relevant supporting papers.
[Non-statutory documents]
- vi. **Joint Ventures will not be allowed.**
- vii. A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof.

10) **Technical Proposal**

The Technical Proposal should contain documents and/or declarations in the following standardized formats.

A. Technical File (Statutory Cover) containing,

- i. Application for Tender
- ii. General Information about the Organization
- iii. Notice Inviting Tender (NIT) – The NIT to be signed on each page and submitted.
- iv. Earnest Money Deposit (EMD) – Money Deposit (EMD) and the Cost of Tender Documents should be deposited online through State Government e-Procurement Portal with the Payment Gateway of ICICI Bank in favour of “**PROJECT DIRECTOR, SPMU, FIG, WB. NAMAMI GANGE**” payable at Burdwan as per **G.O. No. 3975-F(Y) dated 28.07.18.**
- v. Average annual turnover from contracting business
(Xerox copy of power of attorney by the competent authority is to be submitted, if the power is delegated for signing the bid to persons other than the applicant.)
- vi. Declaration of not having common interest in the same serial

Note: The EMD (Online Challan) copy and others relevant document should be submitted physically to the office the Divisional Forest Officer, Burdwan Division as per the Date & Time Schedule’ stated in N.I.T. Technical Bid & Financial bid both will be submitted concurrently duly digitally signed in the Website <https://wbtenders.gov.in>. Financial Bid may be downloaded from website & submission of Financial Bid as per Tender Schedule .**Tenders will be summarily rejected if any item in the statutory cover is missing.**

B. My Document (Non-Statutory Cover)

Sl. No.	Category Name	Sub-Category Description	Document Name
			(For details see cl. 6 A-2 of Section – A of ITB & relevant clauses of NIT)
A.	CERTIFICATES	CERTIFICATES	1 P.T. deposit receipt Challan 2 GST Registration Certificate 3 I.T.R. Acknowledgement Receipt 4 PAN Card , ADHAR Card. 5 PF Registration Certificate (Optional) 6 ESI Registration Certificate (Optional) 7 Enlistment Certificate
B.	COMPANY DETAILS	COMPANY DETAILS	1 Proprietorship Firm – Trade Licence. 2 Partnership Firm – Registered Partnership Deed, Registered Power Attorney, Trade licence. 3 Pvt. Ltd. Company – Registration Certificate under company’s Act, MOA & AOA, Registered Power of Attorney, Trade Licence 4 Registered Un-employed Engineers and Labour Co-operative Societies Limited.
C.	CREDENTIAL	CREDENTIAL	1 Experience Profile – List of completed Projects of similar nature of 100% completion of work 2 Completion Certificate from the concerned Supervisor which is applicable for eligibility in this bid [According to Cl. 6(i) of NIT]
D.	EQUIPMENTS	1. PLANT & MACHINERIES (OPTIONAL) 2. LABORATORY (OPTIONAL)	1 Authenticated copy of invoice, challan and way bill (Machinery) 2 Authenticated copy of invoice, challan and way bill (Laboratory)
E.	FINANCIAL (INFO)	WORK IN HAND (OPTIONAL) PAYMENT CERTIFICATE	1 Authenticated copy of the Income Tax returns 2 Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate
F.	DECLARATION	STRUCTURE & ORGANISATION AFFIDAVIT TECHNICAL STAFF	1 Details of Structure and Organization 2 An affidavit made that no adverse report against the bidder. Original affidavit (Annexure-Y) 3 An affidavit mentioning the name of the technical staff as described in Close 3(I)

11) **Security Deposit :**

a) The successful tenderer will have to deposit 10% (Ten) of accepted tender amount as full security into Government Treasury after receiving letter to issued by the undersigned in this aspect within 7 (seven) days of intimation of acceptance of tender and sign an agreement on completion of which the order will be issued to the contractor and the SD money is not adjustable. **No interest will be paid on Security Deposit.**

b) **The successful tenderer should have to deposit additional performance Security deposit @ 10% of the tender amount in the accepted bid value is 80% of or less than the estimated value as per G.O. No. 4608-F(Y) dated 18.07.2018 and if any subsequent amendment thereto.**

- 12) 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, earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

13) **Date and time schedule:**

Sl. No.	Particulars	Date and time
1.	<i>Date of uploading of N.I.T. & other Documents (online) (Publishing Date)</i>	<i>22.11.2023 at 11.00 AM</i>
2.	<i>Documents download/Sale start date (online)</i>	<i>22.11.2023 from 11.00 AM</i>
3.	<i>Documents download end date (Online)</i>	<i>29 11.2023 upto 12.30 PM</i>
4.	<i>Bid submission start date (online)</i>	<i>22.11.2023 from 11.00 AM</i>
5.	<i>Bid submission closing (online)</i>	<i>29.11.2023 upto 12.30 PM</i>
6.	<i>Last date of submission of original copies for the Cost of Tender Paper (CTP) (offline) and Earnest Money Deposit (EMD) (Online)</i>	<i>30.11.2023 upto 2.00 PM</i>
7.	<i>Bid opening date for technical proposals (online)</i>	<i>01.12.2023 after 1.00 PM</i>
8.	<i>Date of uploading & Display of Technical Bid Evaluation sheet</i>	<i>To be notified in due course</i>
9.	<i>Date of opening Financial Bids (Online)</i>	<i>To be notified in due course</i>
10.	<i>Date of uploading & Display of Financial Bid evaluation sheet along with final rate, after negotiation with all tenderers if necessary</i>	<i>To be notified in due course.</i>

- 14) 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 6 (six) months or 1(one) year from the date of successful completion of the work to the entire satisfaction of the Range Officer-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 06 (six) months from the date of completion of the work.
- 15) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtained all information's 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.
- 16) The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Divisional Forest Officer, Burdwan Division, Directorate of Forests, Government of West Bengal reserves the right to accept or reject any offer without assigning any reason whatever and is not liable for any cost that might have been incurred by any Tenderers at the stage of Bidding.
- 17) Conditional / Incomplete tender will not be accepted under any circumstance.
- 18) The intending tenderers are required to quote the rate online.
- 19) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1986 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time.
- 20) 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

- 21) The Divisional Forest Officer, Burdwan Division, Directorate of Forests, Government of West Bengal reserves the right to cancel the N.I.T. at anytime of the work on execution due to unavoidable circumstances and no claim in this respect summarily will be entertained.
- 22) If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender 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.
- 23) Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderers 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.
- 24) If any discrepancy arises between two similar clauses on deferent notification, the clause as stated in later notification will supersede former one in following sequence:
1) N.I.T. 2) Special Terms & Conditions 3) Technical Bid 4) Financial Bid
- 25) **Qualification criteria:**
The tender inviting and Accepting Authority through a “Tender Committee” will determine the eligibility of each Bidder. The Bidder shall have to meet all the minimum criteria regarding:
1) Financial Capacity
2) Technical Capacity 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 (a), (b) & (c) above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarize. 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.
- 26) Escalation of price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly. A Tenderer is required to quote rates in figures as well as in words.
- 27) The payment for the works will be made by the undersigned in 2022-23 financial year after fulfilling the necessary official formalities and checking.
- 28) The Works/Supply of the item as mentioned in the estimate will have to be undertaken immediately on receipt of work order and the works/supply must be completed as mentioned in the work order.
- 29) No extension of time will be allowed under any circumstances.
- 30) The tenderers are required to inspect the site, site plans and specification of the works before submission of the tender and future ignorance of any such item will not be entertained.
- 31) The Security deposit will be released to the contractor after **1 (One) year** from the last date of completion of work for the project, if no irregularity is noticed within this period. In case of any irregularity, the Security Deposit will be forfeited, in addition to any legal action as deem fit & required.
- 32) The undersigned reserves the right to cancel the agreement at any point of time of execution of the work within the schedule of completion of the tendered work. If works are not satisfactory, are delayed or any term & condition as per agreement is violated by contractor.
- 33) Deduction of GST and Income tax shall be made as per rule in vogue.
- 34) The successful tenderers will not assign any or part of the work to any other contractor.
- 35) In case of any dispute the decision of the tender committee will be final. In case of any arbitration, The Chief Conservator of Forests, South East Circle, West Bengal is the sole authority to take decision.
- 36) Rate offered in the BOQ is the final and tenderers will not have any further claim.
- 37) The Estimate has been prepared including GST which is applicable as per GST Rules & norms.
- 38) The tender inviting authority reserves the right to split the work amongst the lowest Tenderers.
- 39) Rate quoted (including all Taxes like I.T., GST, Cess etc.) shall remain open for acceptance at least 6 (six) months from the date of opening of the tender.
- 40) The undersigned has the authority to reject any or all Tenders received without assigning any reason thereof.

- 41) No 'Extra Supply/Work' beyond the tender value amount would be allowed to be done without prior approval of competent authority.
- 42) Location of the works will be finalized by the undersigned.
- 43) Cost of tender paper for agreement will be taken as per G.O. at the time of giving Work Order.
- 44) The executing agency must submit their bills as per GST Rules. Running payment for work may be made to the executing agency as per available fund.
- 45) The decision of the undersigned, in regard to, quantity and quality of the Works/supplied materials is final and binding.
- 46) The materials may have to be supplied even also after expiry of the terms on same rate if urgently required.
- 47) If the successful Tenderers works/supplied materials in irregular way and below standard quality and do not abide by the Contract, in that case, their tender mat be treated as cancelled. And in that case their Earnest Money & Security deposit will be forfeited to the State and a new tender will be called for purchase the same. The works/supplied materials are to be completed before it gets exhausted.
- 48) The willing concern JFMC members should be deployed in daily labour basis & their JOB Card details should be submitted at the time of submitting of bill.
- 49) The time of schedule of Plantation work should be fixed as per the direction of concerned Range Officer.
- 50) Any damage occurs within the tender period should be rectified by the successful Tenderer.
- 51) The Farm of the contractor should deploy one or more technical person for this purpose who have the sufficient knowledge of plantation work for necessary technical guidance.
- 52) Prevailing safety norms has to be followed by the successful Tenderer during execution of the work so that LTI (Loss of time due to injury) is zero.
- 53) Guiding schedule of plantation works should be followed as per existing norms, patterns, lying in the working division.
- 54) The contractor shall abide by all acts and rues, especially but not limited to the field of forests, wildlife and biodiversity.
- 55) A Tenderer is to quote in figures as well as in words, his rates in the following forms in his cases against the estimated value put to tender.
- 56) Site of work and necessary drawings may be handed over to the successful Tenderer along with the work order or in a phase wise manner as deemed fit by the Divisional Forest Officer, Burdwan Division. No claim in this regard will be entertained.
- 57) Minimum 99% survival in the end of the tender period for creation year & maintenance work thereafter.
- 58) The tender notice along-with all terms & conditions Sl. No. 1 to 57 mentioned above will from the part of agreement to be executed by the Tenderer.

Sd/-

**DFO Burdwan – SPMU, FIG
Burdwan Division**

Section – B
FORM-I
APPLICATION

To,
Divisional Forest Officer,
Burdwan Division,
P.O. – Rajbati, Dist. – Burdwan.
Pin – 713104.

Subject : Name of the Work with Tender reference No. -----.

Reference : NIT No. :

Dear Sir,
Having examined the Statutory, Non-statutory and NIT documents; I/We hereby submit all the necessary information and relevant documents for evaluation.

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.

I/We are interested in bidding for the work mentioned above.

I/We understand that

- (a) Tender Inviting Authority and Accepting Authority can amend the scope and value of the contract bid under this project
- (b) Tender Inviting Authority and Accepting Authority reserve the right to reject any tender without assigning any reason.

The application is made by me/us on behalf of _____ in the capacity of _____ duly authorized to submit the tender.

Enclosure:

- (1) Technical Proposal (Envelop-1/Folder)
- (2) Financial Proposal (Envelop-2/Folder)

Date: _____

Signature of authorized officer of the firm: _____

Title & Capacity of the officer: _____

Name of the Firm with Seal: _____

Section-B
FORM II
(TO BE FILLED UP BY TENDERER)

To,
Divisional Forest Officer,
Burdwan Division,
P.O. – Rajbati, Dist. – Burdwan.
Pin – 713104.

Dear Sir/ Madam,

Subject : Name of the Work with Tender reference no. _____.

Reference : NIT No. :

1. I/We refer to the tender notice issued by you for the work stated above vides tender reference no. _____ mentioned above.
2. I/ We do hereby offer to perform, provide execute, complete and maintain the works in conformity with the drawings, conditions of contract, specifications, Schedule of Quantities for the sum of Rs.....(quoted in Financial BOQ)..... only at the respective quoted ITEM WISE rates mentioned in the Schedule of Quantities.
3. I/ We have satisfied myself/ ourselves as to the site conditions, examined the drawings and all aspects of tender conditions, subject above, I/ We hereby agree, should this tender be accepted in whole or in part, to:
 - (a) abide by and fulfil all the terms and provisions of the said conditions annexed hereto;
 - (b) complete the works within.....days.
4. I/ We have deposited the earnest money of Rs. _____ only which, I/ We note that deposited EMD, will not bear any interest and is liable for forfeiture-
 - (i) If our offer is withdrawn within the validity period of acceptance.
 - (ii) If the contract is not executed within 15 days from the date of receipt of the letter of acceptance.

Or

 - (iii) If the work is not commenced within 10 days after issue of work order/handing over of the site whichever is later.
5. I/ We understand that you are not bound to accept the lowest or any tender you receive.

Yours faithfully,

Signature.....
Designation :
Address :

Name of Partners of our Firm:

- 1) _____.
- 2) _____.

Section – B
FORM – III
STRUCTURE AND ORGANISATION
General Information about the Organization

Sl. No.	Particulars	Details to be furnished		
Details of the Bidder (Organization)				
1.	Name			
2.	Office Address			
3.	Telephone (Mobile No.)		Fax	
4.	E-mail			
Details of Authorized person (if any)				
5.	Name			
6.	Address			
7.	Telephone (Mobile No.)		E-mail	
Information about the Organization				
	Status of Organization (Public Ltd./ Pvt. Ltd/ Institution/ University etc.)			
8.	Details of Registration of Organization	Date :		
		Ref. :		
9.	Locations and addresses of offices			
10.	Service Tax Registration Number (If any)			
11.	PAN No. of Tenderer			
12.	GST No.	YES / NO	If YES Number	
13.	Bank Account Number			
14.	Adhar No.			
15.	Bank Branch Name and Address			
16.	Bank IFSC Code			

Note : Attach an organization chart showing the structure of the company with names of key personnel and technical staff with Bio-data

Signature of the Bidder

Note: Application covers Proprietary Firm, Partnership, Pvt. Ltd. Company or Corporation

Section-B**AFFIDAVIT – Y****(To be furnished in Non-judicial stamp paper of appropriate value duly notarized)**

- (I) I, the undersigned 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 undersigned.
- (II) The undersigned also hereby certifies that neither our firm M/S_____ nor any of constituent partners had been debarred to participate in tender by the Directorate of Forests /Government of West Bengal or any of the Statutory Bodies or Government Organizations in favour of whom credentials are preferred by the undersigned towards eligibility criteria claim; during the last 5 (five) years prior to the date of this N.I.T.
- (III) The undersigned would authorize and request any Bank, person, Firm, or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Divisional Forest Officer, Burdwan Division, W.B. herein referred to as the Tender Inviting & Accepting Authority, to verify this statement.
- (IV) The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Tender Inviting & Accepting Authority.
- (V) Certified that I have applied in the tender in the capacity of individual/as partner of a firm & I have not applied severally for the same job.

Date:_____

Signature of authorized officer of the firm:_____

Title & Capacity of the officer:_____

Name of the Firm with Seal:_____