

**West Bengal Pollution Control Board**  
**Department of Environment , Govt. of West Bengal**

**Quotation document**  
**for**

**Supply, Installation ,Testing, commissioning of copper plate earthing for isolation transformer in server room at office-cum-lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III. Bidhannagar, Kolkata : 98**

**Invited by :**  
**West Bengal Pollution Control Board**  
**10A, LA-Block ,Sector-III**  
**Salt Lake City**  
**Kolkata-98**

**NOVEMBER ,2011**



## West Bengal Pollution Control Board

(Department of Environment, Govt. of West Bengal)

Paribesh Bhavan, 10A, LA-Block, Sector-III, Salt Lake City, Kolkata-700 098

☐ : 2335-0663, 2335-0261, 2335-8213, 2335-9088, 2335-7428, 2335-8212,

Fax : (0091)(033) 2335-6730/8073

Web : [www.wbpcb.gov.in](http://www.wbpcb.gov.in) Email : [wbpcbnet@wbpcb.gov.in](mailto:wbpcbnet@wbpcb.gov.in)

**Memo No: 823 -6K/WPB/77/2000(part-II)**

**Date. 04-11 .2011**

### TENDER/QUOTATION NOTICE

1) Sealed tender/quotation are hereby invited on item wise rate basis for the under noted works as per schedule (with terms & condition) attached herewith, from the bona-fide, reliable and resourceful contractors having the experience of similar type of works for which this tender is invited.

2) Tender/quotation will be accepted only from those who will submit the documentary evidence of having executed the similar type of works with satisfactory completion certificate from the client, Valid Trade License, Prof. Tax Paid Challan, VAT Registration No./ Service Tax and income tax clearance certificates, shall also have to be enclosed with the tender.

3) Last date of issue of Tender/quotation paper is **21-11-2011 up to 2.00 P.M.** and last date for receipt of tender is **22-11-2011 up to 2.00 P.M.** The filled-in tender paper has to be dropped in the tender box kept in the ground floor of Paribesh Bhavan. The tenders will be opened on **22-11-2011 at 2.30 P.M.** during which tenderers or their authorized representatives may remain present.

4)

Name of Work	Place of Work	Time of Completion of Work	Cost of tender paper	Earnest Money (To be deposited at the time of submission of tender)
Supply, Installation, testing, commissioning of two nos copper plate earthing for isolation transformer in server room at office-cum-lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III. Bidhannagar, Kolkata : 98	Paribesh Bhavan, 10A, Block-LA, Sector-III, Bidhanagar, Kolkata-98	15(fifteen) days	Free of Cost	RS1200.00(Rupees one thousand two hundred) only in form of crossed Demand Draft/ Pay Order/ Bankers' Cheque in favour of West Bengal Pollution Control Board payable at Kolkata

5) Rate should be quoted item wise both in figure and words.

6) The acceptance of the tender/quotation will rest with the West Bengal Pollution Control Board who does not bind itself to accept the lowest quotation and reserves to itself the authority to reject any or all of the quotations received and to place order to one or more firms without assigning any reason whatsoever and the quotationer shall have no claim towards revision of rates or other condition if his rate is accepted .

7) No advance payment will be made. However payment will be made after completion of the work on submission of the bill in duplicate.

8) All the materials should be supplied after prior approval of Engineer-in-Charge of the works.

9) This notice will form a part & parcel of the conditions to be followed and duly signed and submitted with the tender .

10) The Tender/quotation documents may be collected from the Accounts Section, Parivesh Bhavan, Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata - 700 098, Phone : 0091-33-2335-9088/7428, Fax: 0091-33-2335-6730 on & from **04-11-2011** at free of cost on any working day (except Saturdays, Sundays and Holidays) .The Quotation Document also be downloaded from the following website : [www.wbpcb.gov.in](http://www.wbpcb.gov.in) .

Sd/

Sr. Environmental Engineer(O&M)

**Memo No:823/1(22)-6K/WPB/ 77/2000(part-II)**

**Date. 04-11. 2011**

Copy forwarded for information and necessary action to : -

1. The Chief Law Officer
2. The Chief Engineer(Planning)/(Operation & Execution)
3. The Chief Scientist ( Dr U. Mukherjee)/(Dr A.K.Sanyal)
4. The Sr. Personnel Manager
5. The Sr. Environmental Engineer(Planning)
6. The Sr. Environmental Officer-Department of Environment, Govt. of West Bengal , Writers Building, Kolkata : 700 001
7. The Environmental Engineer-Barrackpore RO/DurgapurRO/Camac Street RO /Howrah RO/HooglyRO/Alipore RO/Haldia RO/Malda RO/Siliguri RO- with a request to arrange to display through their respective regional office notice board for wide circulation.
8. The Deputy Secretary
9. The Finance & Accounts Manager -A/F
10. The P.A. To Member Secretary
11. The Notice Board of Paribesh Bhawan, Bidhannagar, Kolkata-98
12. Smt. Indrani Sengupta, Computer Operator -With a request to up load the matter for displaying in the website of Board.

Sr. Environmental Engineer (O&M)

## GENERAL RULES AND INSTRUCTION FOR THE GUIDANCE OF TENDERERS

1. Sealed tender/quotation are hereby invited on behalf of West Bengal Pollution Control Board, Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata 700 098
2. Contract documents consisting of the schedule of quantities of the various classes of work to be done, and the set of conditions of contract to be complied with by the person whose tenders may be accepted, can be seen/ collected from the Accounts Section at Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata - 700 098, Phone : 0091-33-2335-9088/7428, Fax: 0091-33-2335-6730 any working day except on Saturdays, Sundays and Govt holidays.
3. The site for the work is available to the tenderers in its present conditions. No space other than the above site can be made available to the tenderers in for the site office, labour camps, storage etc.
4. Tender/quotation to be submitted on the printed form issued by WBPCB only. No other form of tender/quotation will be accepted.
5. Sealed Tender/quotation in the prescribed form are to be addressed to the Sr. Env. Engineer (O&M) , West Bengal Pollution Control Board, Parivesh Bhavan, Bldg. 10-A, Block - LA, Sector - III, Salt Lake, Kolkata 700 098 and to be submitted in the office of West Bengal Pollution Control Board, Parivesh Bhavan, Bldg. 10-A, Block - LA, Sector - III, Salt Lake, Kolkata 700 098 .
6. Incomplete applications will be rejected. The Board at it's discretion may verify all credentials and inspect applicant's executed works to satisfy itself about the credibility of the tenderer .
7. Tenderers are to be submitted in the prescribed form which can be obtained from the Accounts Section, Parivesh Bhavan, Bldg. (10-A), Block - LA, Sector - III, Salt Lake, Kolkata - 700 098, Phone : 0091-33-335-9088/7428, Fax: 0091-33-335-6730 **at free of cost.**
8. The time allowed for carrying out of the work will be reckoned from the date of issue of acceptance letter or the date of handing over of site, whichever is earlier.
9. The Tenderers/quotationers should quote in figures as well as in words the rate and amount tendered by them. The amount for each item should be worked out and maintained and the requisite totals should also be given.
10. All corrections shall be attested by the initials of the tenderers with seal of the firm. In case any discrepancy/ difference is found on checking between rates quoted by the tenderer in words and figures or in the amount worked out by him, the following procedure shall be followed :
  - a) When there is a difference between the rates in figures and in words, the rate which correspondence to the amount worked out by the tenderers, shall be taken as correct.
  - b) When the amount of any item is not worked out by the tenderers or it does not correspond with the rate written either in figures or in words, then the rate quoted by the tenderers in words shall be taken as correct.
  - c) When the rate quoted by the tenderers in figures and in words tallies but the amount is not worked out correctly, rate quoted by the contractor shall be taken as correct and not the amount.
  - d) Amendments as mentioned above shall be based on the tender marked "Original" only.
11. When a tenderer/quotationers signs a quotation in an Indian language, the tendered amount and the total amount quoted should also be written in the same language. In the case of illiterate tenderers the rates or the amounts tendered should be attested by a witness.
12. The EMD of the unsuccessful tenderers/quotationers would be refunded after acceptance of the work order by the by the successful tenderers/quotationers. However, the EMD of the successful tenderers/quotationers would be adjusted with the Security Deposit as under-noted Sl.# 28.
13. The acceptance of a tender/quotation will rest with the West Bengal Pollution Control Board which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all of the tenders received and to place order on one or more firms without assigning any reason whatsoever. All tenders in which any of the prescribed conditions is not fulfilled or are incomplete in any respect ,are liable to be rejected. However , should it is felt necessary by the Tender committee , rate may be lower down by way of inviting Bid.

14. The Board reserves the right to accept the tender/quotation in full or in part and the tenderer shall have no claim towards revision of rates or other conditions if his/her tender is accepted in parts.
15. Canvassing in connection with quotations is strictly prohibited and the quotation submitted by the tenderers who resort to canvassing will be liable to rejection.
16. On acceptance of the quotation, the name of the accredited representative(s) of the tenderers who would be responsible for taking instructions from the Board shall be communicated to the Board by the tenderers.
17. Special care should be taken to write the rates in figures as well as in words, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the words 'Rs.' should be written before the figure of rupees and words 'P' after the decimal figures, e.g. Rs. 2.15 P. and in case of words, the word 'Rupees' should precede and the word 'Paise' should be written at the end, unless the rate is in whole rupees and followed by the words 'only' it should invariably be upto two decimal places. While quoting the rates in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
18. The Board does not bind it-self to accept the lowest or any tender/quotation and reserves to itself the right of accepting the whole or any part of the tender and the tenderers shall be bound to perform the same at the rate quoted.
19. Sales tax or any other tax on material or on finished works like work's contract tax, Turn-over Tax, etc in respect of this contract shall be payable by the tenderers and the Board will not entertain any claim whatsoever in this respect.
20. The tenderer/quotationers shall submit EMD of RS1200.00(Rupees one thousand two hundred)only in form of crossed Demand Draft/ Pay Order/ Bankers' Cheque in favour of West Bengal Pollution Control Board payable at Kolkata
21. The EMD of the unsuccessful tenderers/quotationers would be refunded after acceptance of the work order by the successful tenderers/quotationers.
22. The tender/quotation for works shall remain open for acceptance for a period of 90 days from the date of opening of tenders. If any tenderer withdraws his tender before the said period, then the Employer shall be at liberty to forfeit Earnest Money paid along with the tender or penal action shall be contemplated against tenderer as applicable.
23. The tender/quotation for the work shall not be witnessed by a contractor or contractors who himself/ themselves has/ have tendered or who may and had/ have tendered for the same work. Failure to observe this condition would render tenders of the contractors tendering as well as witnessing the quotation liable to summarily rejection.
24. It will be obligatory on the part of the tenderer to tender and sign quotation documents for all the component parts and that, after the work is awarded, he/she will have to enter into an agreement for each component with the competent authority in the West Bengal Pollution Control Board.
25. No claim shall be entertained or no benefit shall be arrived at out of any typographical, arithmetical and clerical mistakes in the papers viz. in schedule of quantities, specification, terms and conditions etc.
26. IN case of delay in successful completion beyond the schedule of time, liquidated damages shall be applied @ 0.5% of the total cost per week of delay subject to maximum 5% of the order value. After that order may be cancelled
27. Execution of work & quality of all materials to be supply/use in the project shall be conform to the latest IS Codes of Practice, BIS, ASTM( in event of no-availability of IS Specification), PWD or any other standardized specification or manufacturer's specification and shall be duly approved by the Board. the project in conformation to the latest IS Codes of Practice and ISI Mark
28. 10 %(ten) of the final bill value by way of Security deposit will be deducted from the final bill and to be refunded to the contractor after expiry of defect liability period. However, the Earnest Money Deposited (EMD) by the contractor shall be adjusted with the Security Deposit i.e. The EMD plus the Security Deposit is equal to 10% of the final bill value. The defect liability period is 01(one) year after satisfactory completion of the work. The contractor shall make good at his own cost and to the satisfaction of the owner all defects within 01(one) year period .

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For and on behalf of West Bengal Pollution Control Board  
Sr Environmental Engineer

**Schedule of work for Supply, Installation, Testing ,commissioning of two nos copper plate earth for isolation transformer in server room at office-cum-lab complex of WBPCB at Paribesh Bhawan, 10A, Block-LA, Sector-III. Bidhannagar, Kolkata : 98**

<i>Sl. #</i>	<i>Description of Item</i>	<i>Unit</i>	<i>Quantity</i>	<i>Rate Rs</i>	<i>Amount Rs</i>
1	Earthing with Copper plate (610x610x3) mm size having weight of 9.84Kg and 1 No ( 25x5) mm Copper strip (3.02 mt long ) and 1 no 6 sqmm PVC insulated stranded copper wire (4Mt. Long) incl. S&F 15mm dia GI pipe (ISI Medium) protection (4mt. Long) to be filled with bitumen, partly under the ground level and partly above ground level to an average depth of 3.65 Mts. Below the ground level and restoring the surface duly rammed incl. Providing 3.0 mt. Long. 25mm dia GI PIPE (ISI-Medium) for periodic treatment, incl. Providing masonry enclosure on the top of the earth electrode of overall size 86.36x86.36 x46 cm deep (below Ground level) complete with cemented brick work (1:6) of 25cm width , duly plastered with cement mortar (inside ) CI hinged inspection cover of size 36.56x36.56cm with locking arrangement, GI reducer and treatment of soil by using self & charcol or coke for plate electrode ( for morrum soil)	Nos	2 Nos.		
2.	Supplying of 1CX25Sqmm , 1.1KV grade PVC insulated un-armoured copper cable. [Make : Polycab, Finolex, National, Mescab etc.]	Mtr.	80Mtr		
3	Laying of 1CX25 Sq.mm. copper un-armoured cable in under ground trench of 460mm wide x 760 mm average depth with brick protection including the trench, filling the space between the brick & cables and also the trench with shifted soil levelling up and restoring the surface duly rammed	Mtr.	30Mtr.		
4	Laying of 1CX25 Sq.mm. copper un-armoured cable in PVC rigid conduit good quality on wall/surface including supplying and fixing M.S Bar saddles including making holes as necessary.	Mtr.	50Mtr		
5	End connection including supplying and fixing compression type cadmium nickel plated cable gland and finishing the cable end of 1CX25Sqmm PVC Insulated un-armoured cable by crimping with cable sockets, tapes etc all jointing materials and making connections including earthing as per approved practice. [Make : UML/DOWELS]	Nos.	4Nos.		
				<b>TOTAL =</b>	<b>Rs</b>

**Total amount in word** .....

**Name & Address of the Quotationer** .....

**Signature of the Quotationer with seal**.....

**Phone No**.....

**Fax No.** .....

**Place** .....

**Date** .....