

West Bengal Medical Services Corporation Ltd [WBMSCL]

QUOTATION DOCUMENT

FOR

TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND –KHARIYA
MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE
CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE
PROPOSED JALPAIGURI MEDICAL COLLEGE

QUOTATION NO: WBMSCL/NIQ – 24/2017

ISSUED TO : _____



Address: Swasthya Sati Building, Swasthya Bhavan Complex GN 29 Block,

Sector V, Kolkata, West Bengal 700091

Email – info@wbmsc.gov.in

Website: www.wbmsc.gov.in

QUOTATION NO:WBMSCL/NIQ – 24/2017

TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND –KHARIYA
MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE
CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE
PROPOSED JALPAIGURI MEDICAL COLLEGE.

PART I

PRE-QUALIFICATION AND TECHNICAL

BID

WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED

(Wholly Owned by the Government of West Bengal)

Registered Office: Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata– 700091

Phone: 033-4034-0300 ♦ Email: info@wbmsc.gov.in ♦ website: www.wbmsc.gov.in

NAME OF WORK: TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND –KHARIYA MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE PROPOSED JALPAIGURI MEDICAL COLLEGE.

NOTICE INVITING QUOTATION

Bid Reference No: WBMSCL/ENGG/1938/17/2391

Dated – 11/07/2017

Managing Director, West Bengal Medical Services Corporation Limited, Swasthya Sathi, GN-29, Sector-V, Kolkata - 700 091, invites sealed quotation from reliable, resourceful, experience and bonafied firm having experience in similar nature of work who may be found eligible after scrutiny of the credential to be submitted as per particulars given below and will be received by the Office of the Managing Director West Bengal Medical Services Corporation Limited, Swasthya Sathi for the work "**Topographical Survey of The Entire Land –Khariya Mouza Opposite To Super Specialty Hospital And The Campus Of Jalpaiguri District Hospital For The Proposed Jalpaiguri Medical College**".

The details may be available at Notice Board of WBMSCL & website www.wbmsc.gov.in and to be submitted (offline) on or before 3:00 P.M. on 27th July, 2017.

Location	Jalpaiguri District Hospital.
Bid Security/EMD	The successful quotationer will have to deposit earnest money Rs.5,000.00 (Rupees. Five Thousand) only (In the form of DD from a scheduled bank drawn in favour of "West Bengal Medical Services Corporation Ltd") at the time of executing of formal agreement as per rules.
Security Deposit	10% of the contract amount to be deducted from the Bill.
Releasing of Security Deposit	One year from the date of completion of work.
Pre-bid discussion	17.07.2017 from 2:00 – 3.00 PM
Last date of Submission of Quotation	27.07.2017 Up to 3:00 PM
Date of Opening of Quotation	27.07.2017 Up to 4:00 PM
Validity of Quotation	90 days from the date of submission of Quotation
Time allowed for completion of Work	30 days. The day will be counted after 7 th days from the date of issue of work order.

Eligibility of participating bidder	Bonafied reliable and resourceful firm having executed similar nature of Work.
Bid opening Venue	West Bengal Medical Services Corporation Ltd, Swasthya Sathi, GN -29 , Sector – V, Salt Lake, Kolkata – 700091.

Prospective bidders are requested to submit the bid in a sealed cover addressed to the Managing Director, West Bengal Medical Services Corporation Ltd, Swasthya Sathi, GN -29, Sector – V, Salt Lake, Kolkata – 700091 within the stipulated date & time.

Bidders are instructed to submit their bid consisting of two sealed envelope called “Qualifying Bid” & “Financial Bid”.

Sd/-
Managing Director
& Secretary Health & Family Welfare Department

Documents comprising the bid: (Bidders are instructed to submit their bid consisting of two sealed envelope called Qualifying Bid & Financial Bid.)

The Qualifying Bid shall comprise the following: -

- a. PAN No.
- b. PTCC.
- c. IT Return for the last three years.
- d. Experience in similar field.

The Financial Bid shall comprise the following:

Applicable Rate Schedules as per printed format on the letter head of the intending bidder. (Rate must be given in the **format “A”** provided below, on the letter head of the intending bidder. Rate must be inclusive of all taxes, charges in respect of all the sites/location. Any taxes, charges etc shown separately will not be considered. Rate Quote in any other format will be treated as cancelled). Comparison of financial bid will be based on total amount of the **Format - A**.

Each bidder is to quote total amount and item wise breakup rate for the site/location in (**Format ‘A’**). The selected bidder has to take part in Topographical Survey for the sites.

A bidder shall have to furnish signed "Financial Bid" on their letter head. The financial bid of only of those bidders will be opened who meet all the requirements of the technical bid.

Failing to fulfil the requirements and eligibility criteria set in the quotation will make the bidders Bid invalid. WBMSCL reserves the right to cancel or reject any or all of the Bids without assigning any reason whatsoever.

Sd/-
Managing Director
& Secretary Health & Family Welfare Department

NOTE:

1. The right to accept the lowest or any other quotation rests with WBMSCCL
2. Bidders shall submit the copy of PAN Card & Goods & Services Tax registration certificate. The bidders shall comply with the prevailing statutory PF / ESI regulations. All bidders shall submit the **Annexure - E** "Master Data Required for Online Payments (RTGS/NEFT/Fund Transfer)", with a **cancelled cheque leaf**.
3. Interested bidders can inspect / visit the site to assess the site conditions.
4. Quotations details:
Part I shall contain NIT, Bidder qualification criteria, Conditions of quotation and instructions to bidders, Proforma Contract, Schedule - A to P
Part II shall contain Priced quotation, Schedule of items of work.
5. Submission of Quotation: Submission of Part I & Part II of the quotation shall be as per "Conditions of Quotation and Instructions to Bidders." All the documents shall be dully filled in, signed and sealed on all pages. Quotation submission can be either by post / courier (shall reach before due date and time) or directly depositing in the quotation Box before the due date and time mentioned in the NITPre - Bid meeting shall be held on 17.07.2017 at 11.00 AM at the office of WBMSCCL, Swasthya Sathi Building, Swasthya Bhavan Complex GN 29 Block, Sector V, Kolkata, West Bengal 700091.
6. Any updates on this quotation will be published only in WBMSCCL website.

Date :11.07.2017

Sd/-
Managing Director

West Bengal Medical Services Corporation Ltd is entrusted for Topographical Survey of The Entire Land –Khariya Mouza Opposite To Super Specialty Hospital And The Campus of Jalpaiguri District Hospital For The Proposed Jalpaiguri Medical College. The facilities like Academic Block, Resident Hostel, Interns Hostel, Boys Hostel, Girls Hostel Nurses Quarter and Auditorium will be build up in the Jalpaiguri District Hospital.

West Bengal Medical Services Corporation Ltd intends to verify and update the record of the entire land available for the campus including all the existing and proposed facilities. Hence it is proposed to conduct a detailed topographical survey for the entire area (approx: 29.81Acre) occupied for the Campus as per the attached scope of work, Technical Specifications and General Conditions.

1. Detailed Scope of Work

The scope of work consists of the following:

Clearing the area (without cutting any trees) as required for the smooth surveying of the land as per the specifications, Conducting detailed topographical survey of the proposed area of **29.81 Acres** (approximately) as marked in **Drg. No: 1938/1**, using total station by taking spot levels at 10m x 10 m grid or at every change in terrace whichever is smaller at the area marked and locating all physical features in the area. All roads have to be marked and wherever the land profile is in a terraced form, the levels of each terrace on both edges to be taken and the width of each terrace to be marked clearly in the drawings. All levels are to be connected to a permanent bench mark available near the area, Erecting grid pillars indicating Reduced Level and Coordinates as specified.

Preparation and submission of topographical drawings showing all boundary details and measurements indicating all buildings, structures, foundations, supports, rivers, streams, drains, towers etc and salient features of the ground. Existing plinth level in the buildings level in open areas, located within the area to be surveyed, shall also be indicated in the details, Preparation of contour maps showing reduced levels at 10 m intervals or at points where abrupt changes are noted with contours of 2m interval. Reduced levels of the existing roads, along the centre line, at 15 m interval are also to be shown, Buildings, drains, canals, water bodies, trees, fencing / compound wall, retaining walls, over head power lines, pipes, bore wells, all foundations above ground level, etc. to be noted in the survey map.

This is not conclusive and any other items of work as provided in the schedule of Items of work and items which are required for the satisfactory completion of the work shall be under the scope of the Contractor.

2. Bidder Qualification Criteria for Topographical Survey

Firms desire to participate shall meet the following Pre-Qualification Criteria.

A. Technical Criteria

- i. Experience of having successfully completed similar assignment (Topographical Survey) during last 7 years ending 30-06-2017 should be either of the following:

One similar completed work costing not less than the amount equal to ` 1.5 Lakhs.

OR

Two similar completed works costing not less than the amount equal to ` 0.90 Lakhs.

OR

Three similar completed works costing not less than the amount equal to ` 0.75 Lakhs.

Note:

The firms desirous of participation shall produce documentary evidence on the above **Ai** said requirements and these shall be Original / Notary / Gazetted officer attested copies of work order /award letters, completion certificates, accreditation letters, experience certificates, proof of technical expertise, etc.

B. Financial Criteria

- i. Average annual financial turnover during the last 3 years, ending 31st March 2016 should be at least Rs.3.25 Lakhs. (FY 2014-15, 2015-16, 2016-17),
Copies of Annual Reports / Audited accounts for the last three years (**2014-15, 2015-16 & 2016-17**) including Balance sheet, Profit & Loss account, Schedules, Notes on accounts, Auditors report, Directors report etc., if the company is a listed one, otherwise Chartered Accountant certified original / Gazetted officer attested copies of the above documents shall be submitted along with the offer.
- ii. Original and valid Solvency Certificate from Scheduled Banks (fall within the last one year from the date of this NIT) for a minimum amount of ` 2.0 (Two) lakh to which the quotationer is solvent to prove the Financial Capability to carry out the Work quotationed for.

Date: 11.07.2017

**Sd/-
Managing Director**

ANNEXURE - A

Undertaking by Bidder for Unconditional Acceptance of Quotation

1. Name of the Applicant :
2. Nature of activities of the Organization :
- 3 Postal Address :
4. Telephone No. (with STD Code No.) :
5. Fax No. :
6. E-mail :
7. Legal status of the applicant whether Individual / proprietary firm/ partnership Firm/limited Co. (copies of supporting Documents to be enclosed) :
8. Name, designation and telephone No. of contact person. :
9. Self Declaration by the Applicant stating that the Applicant was never blacklisted by any Organization either Government (Central/State) Central Public Enterprises or Private.
10. Details of Pending litigations if any :

I / We have read and understood the instructions and the terms and conditions contained in the quotation document and accept them unconditionally. I / We do hereby declare that the information furnished in the quotation documents and in the annexure sheets are correct to the best of my/our knowledge and belief.

Signature of Applicant :

Name (in Block Letter) :

Official Seal

ANNEXURE-B

AFFIDAVIT

(To be submitted by bidder on non-judicial stamp paper of Rs.100/- {Rupees Hundred only} duly attached by Notary Public)

(To be submitted in Envelop-1)

Affidavit of Mr.S/o.....,

R/o.....

I, the deponent above named do hereby solemnly affirmed declare as under:

- 1. That I am the Proprietor / Authorized signatory of M/s.....
Having its Head Office/Regd. Office at.....
- 2. That the information/documents/Experience certificates submitted by
M/s..... along with the quotation for..... (Name of work)
..... To WBMSCL are genuine and true and nothing has been concealed.
- 3. I shall have no objection in case WBMSCL verifies them from issuing Authority (ies) I shall also have no objection in providing the original copy of the document(s) in case WBMSCL demand so for verification.
- 4. I hereby confirm that in case, any document, information & /or certificate submitted by me found to be incorrect / false /fabricated, WBMSCL at its discretion may disqualify /reject /terminate the bid/contract and also forfeit the EMD /All dues.
- 5. I shall have no objection .in case WBMSCL verifies any or all Bank Guarantee(s) under any of the clause(s) of Contract including those issued towards EMD, Security Deposit and Performance Guarantee from the Zonal Branch /office issuing Bank and I/We shall have no right or claim on my submitted EMD before WBMSCL receives said verification.

I,....., the Proprietor I Authorised signatory of M/s do hereby confirm that the contents of the above Affidavit are true to my knowledge and nothing has been concealed there from and that no part of it is false.

Verified atthisday of

ATTESTED BY (NOTARY PUBLIC)

DEPONENT

Signature of Contractor

Date :

WBMSCL	FORM OF BID	Page 1 of 1
QUOTATION NO: WBMSCL/NIQ – 24/2017		ANNEXURE - C

DETAILS REGARDING GOODS & SERVICES TAX

1. Whether Goods & Services Tax is applicable for this work – Yes / No
2. If yes, **bidder is requested to quote the Goods & Services Tax extra as applicable.**
3. If No, Goods & Services Tax exemption certificate for a declaration that service is outside the preview of Goods & Services Tax is attached – Yes / No
4. Whether Goods & Services Tax Registration No. with copy of certificates furnished Yes / No

Note:

1. Strike off whichever is not applicable
2. If Goods & Services Tax is extra on quoted amount, the % of Goods & Services Tax Considered shall be furnished in Price bid

WBMSCL	INFORMATION RELATED TO THE QUOTATIONER FOR ELECTRONIC FUNDS TRANSFER	Page 1 of 1
QUOTATION NO: WBMSCL/NIQ – 24/2017		ANNEXURE -D

Master Data required for Online Payments (RTGS / NEFT / Fund Transfer)

Government of West Bengal has instructed to make all payment only through electronic media, i.e., Real Time Gross Settlement (RTGS), National Electronic Fund Transfer. WBMSCL has decided to make all payment through electronic media. The attached format duly filled and verified by the Bank along with a cancelled cheque leaf shall have to be submitted. The above information may be furnished along with the unpriced bid.

1	Vendor Code , Name	
2	Income tax PAN No	
3	Name of the bank	
4	Address of Bank Branch	
5	City & State	
6	IFS code of the Bank branch	
7	Name of the bank Branch	
8	Bank Account No	
9	Account Holder's name	
10	Email address	

For

Signature and Seal

Verification by the Bank

We hereby certify that all the above particulars relating to Bank Account are verified and found to be correct as per the records of the Bank

Signature and Seal of the Authorised Signatory of the Bank

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 1 of 8
		WBMSCL/NIQ -24/2017

CONDITIONS OF QUOTATION

1. ACCEPTANCE / REJECTION OF QUOTATIONS :

WBMSCL reserves the right to accept or reject any quotation in whole or in part without assigning any reason. Incomplete and late quotations are liable to be rejected.

2. VALIDITY :

All quotations must be valid for a period of from the date of opening of the quotation, unless otherwise specified in the NIT.

The quotation for the works shall remain open for acceptance for a period of Three Months from the date of opening of Technical bid. If any quotationer withdraws his quotation before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the quotation which are not acceptable to the WBMSCL, then the WBMSCL shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money as aforesaid. Further the quotationers shall not be allowed to participate in the retendering process of work.

3. EARNEST MONEY DEPOSIT (EMD) :

The Earnest Money Deposit amount for this quotation is as specified in the Notice Inviting Quotation and it shall drawn from Scheduled Banks in favour of WBMSCL, Payable at KOLKATA.

4. TIME SCHEDULE :

The time allowed for carrying out the work is **One Month**. Any request for revision in time schedule or any other terms of quotation after quotation opening will not be allowed.

5. COLLECTION OF DATA :

The Quotationer shall visit the site and acquaint himself fully of the site conditions. The Quotationer shall also satisfy himself about the availability of labour, likely labour demands, problems of weather conditions, infra structural facilities etc. No claims whatsoever will be entertained on the plea of ignorance or difficulties involved in the execution of study.

6. LETTER OF INTENT (LOI):

In the event of WBMSCL issuing to quotationer a "Letter Of Intent" conveying their decision to accept the quotation along with all Schedules, subsequent correspondences, minutes of meetings of discussions, the quotationer shall commence execution of work in full earnest.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 2 of 8
		WBMSCL/NIQ -24/2017

7. SIGNING OF THE CONTRACT :

The successful quotationer shall execute a contract agreement immediately on receiving LOI / Work order by WBMSCL.

In the event of failure on the part of the successful quotationer to sign the agreement the EMD will be forfeited.

8. CHANGE IN CONSTITUTION :

Any Change in constitution of Contractor's firm must be done only with prior information to WBMSCL.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 3 of 8
		WBMSCL/NIQ -24/2017

INSTRUCTIONS TO BIDDERS

1.0 SCOPE OF WORK

WBMSCL, Kolkata, West Bengal, intend to verify and update the record of the entire land available for the campus including all the existing and proposed facilities. Hence it is proposed to conduct a detailed topographical survey for the entire area (approx: 29.81 Acre) occupied for the Campus as per the attached scope of work, Technical Specifications and General Conditions.

2.0 ISSUE OF QUOTATION DOCUMENTS

The quotation can be downloaded from websites: 1) www.wbmsc.gov.in.

3.0 SUBMISSION OF QUOTATION

Quotations shall be submitted in **Two Parts, Part- I & Part- II** in separate sealed covers

3.1 Part- I shall contain 2 Envelopes

Envelope-1 (Quotation document fee & EMD).

Envelope-2 (Complete set of Quotation documents duly signed and stamped on all pages by authorised signatory, All supporting documents for Bidder Qualifying Criteria along with other Details / Documents as mentioned elsewhere in "Condition of quotation and instruction to bidders") Envelopes 1 and 2 shall be placed in a big cover, sealed super scribing **PART – I**, indicating the Quotation No., Due date, Name of work and Name of the Applicant.

3.2 Part- II (Price Bid)

This Envelope shall contain the Price Bid as per format given sealed super scribing **PART - II (Price Bid) Not to be opened**, indicating the Quotation No., Due date, Name of work and Name of the Applicant.

3.3 Both PART- I & PART-II shall be placed in a big cover, properly sealed and super scribing Quotation No., Due date, Name of work and Name of the Applicant.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 4 of 8
		WBMSCL/NIQ -24/2017

Addressed to Managing Director WBMSCL, Swasthya Sati Building, Swasthya Bhavan Complex GN 29 Block, Sector V, Kolkata, West Bengal 700091.

3.4 Quotation submission can be either by post / courier (shall reach before due date and time) or directly depositing in the quotation Box provided in the office of WBMSCL.

4.0 Documents for PART - I (Pre-qualification Quotation)

4.1 This section shall consist of the following documents without fail:

- a. EMD and Quotation Document fee in the form of Demand Draft / Pay Order or Banker's Cheque from any Scheduled Bank.
- b. Undertaking by Bidder for Unconditional Acceptance of quotation as per Annexure A
- c. GCC- Affidavit on non- judicial stamp paper of ` 100/- as per Annexure-B.
- d. Power of Attorney of the person for signing / submitting the quotation.
- e. All papers of all the Corrigendum (if any) duly signed by the authorized person.
- f. Valid Goods and Services Tax registration/ EPF registration / PAN Card
- g. Complete set of quotation documents downloaded from the site duly signed and sealed on all pages.
- h. Certificate of Financial Turn over : Copies of Annual Reports / Audited accounts for the last three years (2014-15, 2015-16 & 2016-17) including Balance sheet, Profit & Loss account, Schedules, Notes on accounts, Auditors report, Directors report etc., if the company is a listed one, otherwise Chartered Accountant certified original / Gazetted officer attested copies of the above documents shall be submitted along the offer.
- i. Detailed programme of work in PERT or BAR CHART form.
- j. Complete technical details and description of the work covered by the Quotation as proposed to be undertaken by the Quotationer.
- k. All supporting documents to meet Bidder Qualification Criteria (Original / Notory / Gazetted officer attested copies of work order / award letters, completion certificates, accreditation letters, experience certificates, proof of technical expertise, etc) as specified in the Notice Inviting Quotation shall be submitted.

4.2 Late quotations are likely to be rejected and will be returned unopened or lie at the sole discretion of WBMSCL.

4.3 Bidders are advised to submit quotation based strictly on the terms and conditions and other schedules contained in this quotation document and not stipulate any deviations. All attachments to this quotation document as applicable will become part of any resulting contract.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 5 of 8
		WBMSCL/NIQ -24/2017

- 4.4 No pages of the quotation document downloaded from www.wbmsc.gov.in shall be removed or altered and the whole set of Quotation Document as downloaded must be submitted duly filled in and signed by the Quotationer. Failure to comply with this requirement may result in summary rejection of the quotation. The Quotationer shall sign & seal on all pages of the Quotation.
- 4.5 Completeness of Scope of Work: Quotations shall be for the complete scope of work as described in the Quotation Document, without any exclusions. Only those quotations who meet this requirement will be considered for award of the contract.
- 4.6 The Quotationer is responsible for properly estimating the difficulty and cost of the work. The Quotationer may request and obtain from all concerned sources/authorities the clarification of items that require additional definition prior to submitting the proposal. Questions on clarifications required from WBMSCL shall be submitted in writing.
- 4.7 The Quotationer is deemed to have visited the site and familiarized himself thoroughly with the site conditions.
- 4.8 The quotationer shall bear all costs associated with the preparation and submission of his quotation and further clarifications as needed including participation in discussions at WBMSCL shall in no case be responsible or liable for such costs regardless of the outcome of the quotation evaluation.
- 4.9 Any updates of the quotation / Amendments to the quotation documents will be published only in WBMSCL's website prior to the date of submission of quotations for the purpose of clarification and / or reflecting modifications in the requirements in the quotation, which shall be complied with by the quotationer.
- 4.10 Prices shall be quoted both in figures and words.
- 4.11 WBMSCL shall proceed with evaluation of the Pre-qualification quotations and /or Technical & Commercial quotations based on documents as received with each quotation and shall not be obliged to call for any missing documents. Quotationers are requested, in their own interest, to ensure that their quotations are complete in all respects containing all requested documents and those who do not comply with this requirement would be doing so at their risk.
- 5.0 PRICING**
- 5.1 Bidders base quotations must conform in all respects with the enclosed specifications, drawings, terms & conditions and other schedules enclosed herein.
- 5.2 The unit rate quoted will form the basis of compensation even if the scope of work is altered or vary within the stipulated comparison period.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 6 of 8
		WBMSCL/NIQ -24/2017

5.3 Bidders are requested to quote firm prices / rates valid through the completion period and no escalation in prices / rates whatsoever will be permitted.

5.4 In case Bidder modifies his rates / prices before placement of order, his offer is likely to be disqualified.

5.5 All taxes and duties **shall be included in the quoted prices**. No increase in taxes, duties (ie. Goods & Services Tax, Excise duty etc.) shall be admissible. **Goods & Service tax, if any, shall be quoted separately and it will be paid as extra, as per Service Tax Rules.**

6.0 EVALUATION OF QUOTATIONS

6.1 The following conditions shall be considered in the evaluation of quotations:

- a. Agreement with terms and conditions and schedules of enquiry documents.
- b. Price
- c. Delivery / Completion period
- d. Experience with the same or similar works for the intended services
- e. Bidder's resources (Finance, man-power, etc.) under possession for satisfactory execution of WORK.

6.2 Bidders are expected not to take any deviations from the payment terms indicated in the quotation documents.

7.0 BID OPENING

PART-I quotations shall be opened first and evaluated. PART-II quotations of only those quotationers who are qualified for the job after evaluation of Part-I quotations will be opened later. The date and time of opening of Part-II quotations shall be intimated to the quotationers. Those who wish to attend the opening of Par-II quotations may do so.

8.0 CLARIFICATIONS

If quotationer is in doubt as to the true meaning of any part of the quotation document he shall notify WBMSCL immediately from the date of issue of the quotation document in the form of a detailed questionnaire clearly listing out the document, page and clause required. WBMSCL shall endeavor to furnish replies there to as early as possible. No claim shall be entertained subsequently on the grounds of insufficient knowledge at the time of submission of quotation.

9.0 PROGRAMME OF WORK

Bidder is requested to furnish along with his bid a detailed programme of work high -lighting all important milestones to accomplish satisfactory completion of WORK within the stipulated completion period.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 7 of 8
		WBMSCL/NIQ -24/2017

10.0 CONSTRUCTION UTILITIES

The Contractor shall make his own arrangements for Water and Electricity required for the required work.

11.0 ACCOMMODATION

It will not be possible for WBMSCL to provide land or any facilities for residential accommodation for staff and labour of the CONTRACTOR.

12.0 SITE VISIT BY BIDDER

Bidder is advised to visit the job site to collect any further information/ data which he thinks useful for bid purpose. WBMSCL Engineers / Officers will provide all assistance to the bidder for the above.

13.0 LANGUAGE AND UNITS

The quotations must be submitted in English Language and the units of measurement will be in metric system

14.0 CORRECTIONS

All corrections and alterations in the entries of quotation papers shall be signed in full by the quotationer with date. No erasures or overwriting, are permissible. If any discrepancies are found between the values given in words and figures of the rates quoted between the rate and amount shown in the quotation, the following procedure shall be followed:

- a. When there is a difference between the values of rate quoted in figures and words, the value which corresponds to the amount worked out by the quotationer shall be taken as correct.
- b. When the values of rate quoted by the quotationer in figures and words tally, but the amount is incorrect, the rate quoted by the quotationer shall be taken as correct.
- c. When it is not possible to ascertain the correct rate as prescribed above the rate in words shall be deemed correct.

15.0 AUTHORISED REPRESENTATIVE OF QUOTATIONER

The quotation must contain the name, address, place of business of person or persons making the quotation and shall be signed by quotationer with his usual signature with seal of the company. Partnership firms shall furnish the full name of all the partners. It should be signed in the partnership's name by all the partners or by duly authorised representative followed by the name and designation of the person signing. A copy of constitution of the firm with names of all partners shall be furnished. Quotation by a Corporation shall be signed by an authorised representative and a Power of Attorney in that behalf shall accompany the quotation.

WBMSCL	CONDITIONS OF QUOTATION AND INSTRUCTIONS TO BIDDERS	Page 8 of 8
		WBMSCL/NIQ -24/2017

16.0 AWARD OF CONTRACT

Contract will be awarded by WBMSCL to the quotationer whose quotation has been determined to be responsive and who has offered the lowest evaluated price provided that the Quotationer so selected for award has the capacity and resources to carry out the contract as judged by WBMSCL. Notwithstanding the above, WBMSCL reserves the exclusive right to accept or reject any or all quotations without any obligation or liability whatsoever to any of the quotationer.

17.0 SAFETY AND SECURITY

The contractor shall strictly observe all safety precautions and security regulations of WBMSCL and shall comply with the instructions of the Engineer-in-Charge or his deputies in this regard. (Please refer the Safety practices).

18.0 CORRESPONDENCE

All correspondence with respect to this quotation inquiry must be addressed to:

Attn. Managing Director

**WEST BENGAL MEDICAL SERVICE CORPORATION,
Swasthya Sathi Building, Swasthya Bhavan Complex GN 29 Block,
Sector V, Kolkata, West Bengal 700091
e-mail : info@wbmsc.gov.in**

GENERAL CONDITIONS OF CONTRACT (GCC)

QUOTATION NO. WBMSCL/NIQ – 24/2017

NAME OF WORK: TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND –KHARIYA MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE PROPOSED JALPAIGURI MEDICAL COLLEGE.

1.0 SCOPE OF WORK:

Clearing the area (without cutting any trees) as required for the smooth surveying of the land as per the specifications, Conducting detailed topographical survey of the proposed area of 29.81 Acres (approximately) as marked in Drg. No: **1938/1 & 1938/2** using total station by taking spot levels at 10m x 10 m grid or at every change in terrace whichever is smaller at the area marked and locating all physical features in the area. All roads have to be marked and wherever the land profile is in a terraced form, the levels of each terrace on both edges to be taken and the width of each terrace to be marked clearly in the drawings. All levels are to be connected to a permanent bench mark available near the area, Erecting grid pillars indicating Reduced Level and Coordinates as specified.

Preparation and submission of topographical drawings showing all boundary details and measurements indicating all buildings, structures, foundations, supports, rivers, streams, drains, towers etc and salient features of the ground. Existing plinth level of all buildings, located within the area to be surveyed, shall also be indicated in the details, Preparation of contour maps showing reduced levels at 10 m intervals or at points where abrupt changes are noted with contours of 2m interval. Reduced levels of the existing roads, along the centre line, at 15 m interval are also to be shown, Buildings, drains, canals, water bodies, trees, fencing / compound wall, retaining walls, over head power lines, pipes, bore wells, all foundations above ground level, etc. to be noted in the survey map.

This is not conclusive and any other items of work as provided in the schedule of Items of work and items which are required for the satisfactory completion of the work shall be under the scope of the Contractor.

2.0 THE CONTRACTOR TO INFORM HIMSELF

The Contractor is supposed to have a clear idea of the nature of work, probable area of operation, working space, leads, restrictions, labour situation with respect to availability, working hours, wages, benefits, terms of services, Statutory obligations such as remittances towards ESI, PF, Methodology for obtaining permission/clearance etc. No claim on the grounds of ignorance of the above conditions or change in above conditions will be entertained by the Company at any stage. Additional information, if any, required may be collected from the Office of the WBMSCL.

3.0 RATES:

- 3.1 The accepted rates shall be for all operations as per the Schedule of Items of Work and are inclusive of all labour charges such as daily wages, holiday wages, overtime wages, leave wages, canteen subsidy, bonus, retrenchment benefits, incidental charges, profits etc. and for fulfilling all statutory obligations such as remittances towards ESI, PF, etc. It shall also include elements of accident and medical expenses of labour, if required.
- 3.2 The rates shall be firm till the completion of the work including the extended period, if any, and no claims for revision of rates on any account shall be entertained. Also no claims due to any variation of individual quantities will be entertained.

4.0 ISSUE OF DEPARTMENTAL MATERIALS

No materials will be issued by OWNER for this work.

5.0 EARNEST MONEY DEPOSIT (EMD) & SECURITY DEPOSIT (SD)

- 5.1 Quotations shall be accompanied by an Earnest Money Deposit of Rs. 5,000/- in the form of DD / Pay Order or Banker's Cheque . No interest shall paid to the EMD remitted by the quotationer. EMD of unsuccessful bidders will returned after acceptance of a quotation is finally settled. EMD of successful bidder will be released once the SD is submitted. Quotations not accompanied by EMD will be rejected.
- 5.2 The Security Deposit for the work will be 10% of the Contract Value. The Security Deposit shall be remitted immediately on receipt of the Letter of Intent/ Work Order in the form of in the form of DD / Pay Order or Banker's Cheque drawn from Scheduled Banks in favour of WBMSCL, Payable at Kolkata Bank Guarantee as per Schedule L- 4. No interest shall paid to the SD remitted by the contractor.

6.0 MAINTENANCE PERIOD AND REFUND OF SECURITY DEPOSIT

The Security Deposit will be released to the Contractor after completion of the entire scope of work, completion of all requirements and fulfilling all obligations of the contract and clearing dues if any and recommended by the Engineer-in-charge.

6.0 TIME OF COMPLETION AND LIQUIDATED DAMAGES

- 6.1 The total period for completion of the work will be ONE MONTH from the letter of Intent / Work order.
- 7.2 If the works are delayed due to reasons attributable to WBMSCL or due to force majeure conditions, the contractor will be given suitable extension of time but, will not be eligible for any other claims or compensation.
- 7.3 If the work is delayed due to reasons attributable to the contractor, liquidated damage for delay will be recovered from the contractor at the rate of 0.5% (Half percent) of the Contract Value per week of delay, subject to a maximum of 7.5% of the Contract Value.
- 7.4 If in the opinion of the Engineer-in-Charge, the works are unduly delayed, WBMSCL will have the right to get such delayed items of work executed through any other agency of their choice at the risk and cost of the contractor.

8.0 PAYMENT TERMS

Payment terms shall be as per Schedule- G

9.0 EXTRA ITEMS

If any extra item of work is found necessary during the course of execution, the Contractor shall carry out such works also as per the instructions of the Engineer-in-Charge. The rates for such items will be worked out in the following manner

- i) Based on allied items in the Contract.
- ii) Based on FACT Schedule of Rates or latest revision if any, adding there to or deducting there from the quotation variation or
- iii) Based on actual if the rates cannot be arrived at in any of the above manner. In this case the actual cost of materials, labour, incidental charges plus a margin of 10% to overheads and profit will be paid to the Contractor. For working out rates on the basis of actual the Contractor shall produce documentary evidence of various expenses incurred by him and details such as labour engaged, materials purchased, etc. shall be reported to Engineer-in-Charge as and when such expenditures occurred.

10.0 SAFETY AND SECURITY

The contractor shall strictly observe all safety precautions and security regulations invouge and shall comply with the instructions of the Engineer-in-Charge or his deputies in this regard.

11.0 TERMS OF ENGAGING LABOUR

The contractor shall observe all statutory labour laws / regulations and shall be responsible for all obligations under ESI Act, P. F. Act.

12.0 TECHNICAL SUPERVISOR

The Contractor shall appoint full time technical supervisors, as required and approved by the Engineer-in-Charge. He will be responsible for the proper conduct of the work. The instructions given to him or to any other authorised persons of the Contractor shall be considered as instructions given to the Contractor. The technical supervisor or an authorised agency shall be available at site during all working hours throughout the contract period to receive instructions from the department.

13.0 Materials, specifications of work, measurements and any other conditions not mentioned herein shall be as per relevant Indian Standards specifications, codes, regulations, laws etc., or as directed by the Engineer-in-Charge.

14.0 DISPUTES

15.0 In case of emergencies, the Contractor shall arrange work beyond the normal working hours as per instructions from the Engineer-in-Charge and no extra payment will be considered for such work.

16.0 The Contractor shall take care to see that none of the existing facilities, other Contractor's properties etc., is damaged due to carelessness on his part or on the part of his workers. If such damages occur the company will have the right to recover such damages from the Contractor. In case of any disputes regarding rates for extra items and other claims, it shall be referred to the Managing Director, WBMSCL and his decision shall be final and binding on both parties.

17.0 Contractors shall use only calibrated test equipment / instruments for the works and that valid calibration /test certificates shall be available for all such instruments.

18.0 The Contractor shall extend all facilities to WBMSCL staff for inspection/supervision /checking the works at all stages.

20.0 FORCE MAJEURE

20.1 If the work such performance is prevented or delayed due to circumstances of force Majeure provided that the party so affected notifies the other in writing promptly, in any case within seven (7) days of its occurrence, of the existence of a situation of Force Majeure giving evidence there for. For the purposes of this Article Force Majeure means:

- i) War or hostilities
- ii) Riot or civil commotion
- iii) Earthquake, flood, tempest, lightning or other natural calamities
- iv) Accident, fire or explosion on SITE not caused by willful negligence of CONTRACTOR.
- v) Labour strike or lock-out exceeding ten (10) days in duration not caused by any deliberate act of indiscretion by CONTRACTOR.

- 20.2 If the situation of Force Majeure extends for a period exceeding thirty (30) days the agency shall meet with the Engineer-in-charge discuss the further course of action a proportionate.
- 20.3 CONTRACTOR shall be entitled for extension of time as per Time Schedule for the performance of the portion of WORK affected by the situation of Force Majeure by a reasonable period but shall not be entitled to any financial compensation such as idle wages or escalation in cost. Decision by ENGINEER-IN- CHARGE shall be final in respect of any extension of time.
- 21.0 LAW AND LEGAL JURISDICTION
- 21.1 CONTRACT shall be governed and construed by Laws of India.
- 21.2 Any legal proceedings relating to CONTRACT shall be limited to courts of law under the Jurisdiction of the Kolkata High Court at Kolkata.
- 22.0 SUSPENSION AND TERMINATION

Signature of contractor :

Name :

Address :

AGREEMENT FORM

This agreement made this day ofmonth , 2017 between **West Bengal Medical Services Corporation Limited, 1st Floor, Swasthya Sathi Building, Swasthya Bhawan Complex, GN-29, Salt Lake, Sector-V, Kolkata-700 091** (hereinafter referred to as the Employer, which expression shall unless repugnant to the context or meaning thereof, be deemed to include legal representative, executor and administrator) of the **ONE PART** and M/s.....(Name of Contractor and address) (Herein after referred to as the vendor which expression shall, unless repugnant to the context or-meaning thereof, be deemed to include its successor and assigns) of the **OTHER PART**.

WHEREAS the employer intends to execute the work (hereinafter called the works) - **Topographical Survey of The Entire Land –Khariya Mouza Opposite To Super Specialty Hospital And The Campus Of Jalpaiguri District Hospital For The Proposed Jalpaiguri Medical College** and the employer has accepted the quotation by the vendor for the above said maintenance work as detailed in the Work Order at the quoted price of **Rs.....** only inclusive of all Taxes and duties for the period from to

AND WHEREAS the vendor has agreed to execute and complete the work as per Work order within specified time.

NOW THIS AGREEMENT WITNESS AS FOLLOWS:

1. In consideration of the said contract amount to be paid in full after completion of work on submission of Bill including all requisite papers as per Terms and condition subject to the said conditions as per Work order.
2. All aspects of quality assurance and other components of the work require being mentioned/executed up to the satisfaction of the employer.
3. The vendor shall commence the work from the 10th day after date of award of work order/letter of acceptance to them and complete the entire work as per the work order.
4. The employer shall make all payments under this contract by electronic transfer as per payment terms of the quotation offer. The vendor will furnish his Bank details to Account Cell of this Company for such mode of payment.
5. In this agreement, words and expression shall have the same meaning as are respectfully assigned to them in the following conditions of contract hereinafter referred to and which shall be deemed to form and be read and construed as part of this agreement.
 - In case the employer terminates the contract at any time within the contract period, no refund will be applicable.
 - The company must be served the contract fully and abide the terms and conditions solely.
 - The Company shall be under no obligation to provide repair/service in case of improper use, unauthorized alternation, abnormal voltage fluctuation, neglect, acts of god like floods, lightening, earthquake etc. Such above mentioned services shall be borne by extra charges.
 - All defective components shall be replaced with compatible working parts.
7. This agreement shall be executed in duplicate. The original shall be retained by the employer and the duplicate by the vendor.

IN WITNESS WHERE OF the employer has set his hands to this document and a duplicate hereof and the contract have caused its own seal to be affixed hereunto and to the duplicate here of the day and the year first here in above written.

IN WITNESS WHEREOF the parties hereby have caused this agreement to be executed the day and year first before written in accordance with their respective laws.

The common seal of West Bengal Medical Services Corporation Limited and M/s..... was hereunto affixed in presence of

Binding signature on behalf of the Employer

(Name and designation)

Witness _____

Binding signature on behalf of the Vendor

(Name and designation)

Witness _____

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ- 24/2017
SCOPE OF WORK	SCHEDULE - A
	PAGE 1 OF 1

West Bengal Medical Services Corporation Ltd is entrusted for Topographical Survey of The Entire Land –Khariya Mouza Opposite To Super Specialty Hospital And The Campus Of Jalpaiguri District Hospital For The Proposed Jalpaiguri Medical College. The facilities like Academic Block, Resident Hostel, Interns Hostel, Boys Hostel, Girls Hostel Nurses Quarter and Auditorium will be build up in the Jalpaiguri District Hospital.

West Bengal Medical Services Corporation Ltd intends to verify and update the record of the entire land available for the campus including all the existing and proposed facilities. Hence it is proposed to conduct a detailed topographical survey for the entire area (approx: 29.81Acre) occupied for the Campus as per the attached scope of work, Technical Specifications and General Conditions.

The Scope of work includes, Clearing the area (without cutting any trees) as required for the smooth surveying of the land as per the specifications, Conducting detailed topographical survey of the proposed area of 29.81 Acres (approximately) as marked in Drg. No: **1938/1 and 1938/2** using total station by taking spot levels at 10m x 10 m grid or at every change in terrace whichever is smaller at the area marked and locating all physical features in the area. All roads have to be marked and wherever the land profile is in a terraced form, the levels of each terrace on both edges to be taken and the width of each terrace to be marked clearly in the drawings. All levels are to be connected to a permanent bench mark available near the area, Erecting grid pillars indicating Reduced Level and Coordinates as specified, Preparation and submission of topographical drawings showing all boundary details and measurements indicating all buildings, structures, foundations, supports, rivers, streams, drains, towers etc and salient features of the ground. Existing plinth level of all buildings / located within the area to be surveyed, shall also be indicated in the details, Preparation of contour maps showing reduced levels at 10 m intervals or at points where abrupt changes are noted with contours of 2m interval. Reduced levels of the existing roads, along the centre line, at 15 m interval are also to be shown, Buildings, drains, canals, water bodies, trees, fencing / compound wall, retaining walls, over head power lines, pipes, bore wells, etc. to be noted in the survey map.

The list is not conclusive and any other items of work as provided in the schedule of Items of work and items which are required for the satisfactory completion of the work shall be under the scope of the Contractor.

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ -24/2017
PROGRAMME OF WORK	SCHEDULE - B
	PAGE 1 OF 1

WBMSCL, intend to verify and update the record of the entire land available for the campus including all the existing and proposed facilities. Hence it is proposed to conduct a detailed topographical survey for the entire area (approx: 29.81Acre) occupied for the Campus as per the attached scope of work, Technical Specifications and General Conditions.

The entire work as per this quotation shall be completed within a period of one month from the 7th day of Letter of Intent / Work order issued and this date shall be reckoned as the ZERO Date of Contract.

Six full sets in hard copy and one soft copy of the draft maps / drawings, showing contour details as specified shall be submitted for comments. Final drawings and documents after incorporating comments, if any, shall be submitted in five sets in hard copies along with a soft copy. The drawings shall be made in standard sizes such as A1, A2 etc.

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ -24/2017
PROGRAMME OF WORK	SCHEDULE - C
	PAGE 1 OF 1

The work is to be carried out as per the attached specific Requirements of work

- : 4 Pages

DATA SHEET	SPECIFIC REQUIREMENT OF WORK.	WBMSCL/NIQ -24/2017
		PAGE 1 OF 3

1.0 INTRODUCTION

West Bengal Medical Service Corporation, West Bengal, Kolkata intend to verify and update the record of the entire land available for the campus including all the existing and proposed facilities. Hence it is proposed to conduct a detailed topographical survey for the entire area (approx: 29.81Acre) occupied for the Campus as per the attached scope of work. Technical Specifications and General Conditions.

2.0 SCOPE OF WORK

The scope of work consists of the following.

1. Clearing the area (without cutting my trees) as required for the smooth surveying of the land as per the specifications.
2. Conducting detailed topographical survey of the proposed area of 29.81 Acres (approximately) as marked in Drg. No: 1938/1and 1938/2 using total station by taking spot levels at 10m x 10m grid or at every change in terrace whichever is smaller at the area marked and locating all physical features in the area. All roads have to be marked and wherever the land profile is in a terraced form the levels of each terrace on both edges to be taken and the width of each terrace to marked clearly in the drawings. All levels are to be connected to a permanent bench mark available near the area.
3. Erecting grid pillars indicating Reduced Level and Coordinates as specified
4. Preparation and submission of topographical drawings showing all boundary details and measurements indicating all buildings, structures, foundations, supports, rivers, streams, drains, towers etc and salient features of the ground. Plinth levels of all the buildings above ground level in open areas, located within the area to be surveyed, shall also be indicated in the details.
5. Preparation of contour maps showing reduced levels at 10m intervals or at points where abrupt changes are noted with contours of 2m interval. Reduced levels of the existing roads. Along the centre line at 15m interval are also to be shown.
6. Building, drams, canals, water bodies, trees, fencing/ compound wall, retaining walls, over head power lines, pipes, bore wells, all foundations above ground level, etc to be noted in the survey map.

3.0 The work shall consist of the following

1. A detailed Topographic survey have to be conducted using any methods or combination of methods like Electronic Total Station, DGPS, High precision Laser Distometer etc to achieve the required accuracy showing the correct shape of land, adjacent roads, boundaries, over head lines, all structures including foundations, pipes and cable trenches etc.
2. The data from topographic survey shall be available in (x,y,z) format in 10 m intervals for use in a sophisticated digital terrain model (DTM)

Survey shall be conducted systematically and sequentially from one end covering details of all features such as structures, buildings, utilities, existing roads, electric and telephone installations (both over head and underground). Post & pipe lines, open drains, artificial natural

DATA SHEET	SPECIFIC REQUIREMENT OF WORK	WBMSCL/NIQ -24/2017
		PAGE 2 OF 3

3. ponds, culverts, canals, fencing, trees (with type & girth), oil and gas lines, boundary lines, wells, slushy areas, survey stones etc falling within the extent of survey.
4. The features covered during survey shall be well defined by proper descriptions
5. The details of trees with reference number, type, girth, etc shall be furnished in Excel format in soft copy. The girths of trees are to be measured at 1 m above ground level.
6. The survey output shall be accurate and shall be compatible for developing a digital terrain model of the ground using latest software and the DIM so developed should give a true replica of the ground.
7. All physical features such as buildings, monuments, burial grounds, places of worship, posts, pipelines and their supports and clearance from ground level, existing roads and railway lines, open nallahs, waterways, bridges, cultivation, boundary lines, wells, slushy areas, survey stones, etc are to be located legibly and accurately in the map.
8. Boundary pillars of RCC construction shall be erected along the boundary and at all the corners of the boundary of the plot.
9. Grid pillars and boundary pillars as specified shall be erected at site showing the reduced level and coordinates of pillar and shall be numbered serially, which shall also be located in the drawing.
10. Grid pillars shall be of size 60cm x 60cm x 180cm, cast in Rcc mix 1:2:4 Providing formwork and reinforcement 4 nos. 12mm dia verticals and 8 mm dia, ties @ 150 c/c are also included in the scope. The pillars shall be embedded in concrete up to a depth of 80cm with cement concrete 1:4:8 (10 cm wide all around). The balance 100 cm above ground shall be painted yellow and marked with coordinates and reduced level on it with black paint on the sides of the pilar.
11. Details of grid pillars and boundary pillars erected at site shall be furnished in excel format with reference to the number and coordinates.
12. Transferring and establishment of necessary bench marks from nearby available bench marks shall be under the scope of the contractor.
13. The scale to be adopted for preparing the map shall be 1:1000 or as directed by the Engineer-in-Charge and the survey map is to be prepared in one or more number of sheets as required.
14. Equipments required for the work such as total stations and all accessories to complete the work within the specified time are to be arranged by the contractor.
15. The entire manpower required, both technical and non-technical for carrying out the field work and preparation of drawings are to be arranged by the contractor.
16. The field work and the plotting work are to be carried out strictly in accordance with the instructions of the engineer-in-charge.
17. All stationery required for the work is to be arranged by the contractor.

DATA SHEET	SPECIFIC REQUIREMENT OF WORK	WBMSCL/NIQ -24/2017
		PAGE 3 OF 3 R0

4.0 REPORT SUBMISSION

Six full sets in hard copy and one soft copy of the draft maps / drawings, showing contour details as specified shall be submitted for comments. Final drawings and documents after incorporating comments, if any, shall be submitted in five sets in hard copies along with a soft copy. The drawings shall be made in standard sizes such as A1, A2 etc.

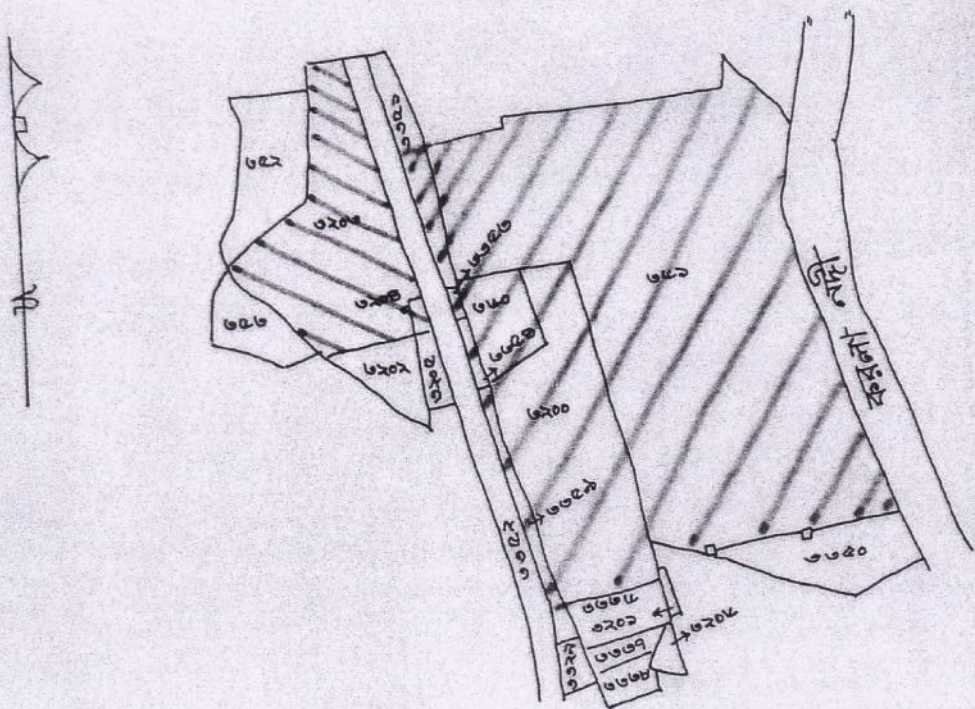
5.0 GENERAL CONDITINS

1. Along with the offer, the contractor shall furnish a list of survey equipments like Total station. Auto levels, connected tools, etc available with him which can be deployed exclusively for the job so as to complete the work within the time schedule Details of technical personnel proposed to be deployed for the work shall also be furnished.
2. Quotationers are advised to visit the site and get a clear idea of the area to be surveyed before quoting. The offers shall be deemed to have been made with full knowledge of all the features of the land as well as the procededures to be followed for executing the work. The bidder shall bear all costs associated with the preparation and submission of the report as specified, including cost of demonstration, benchmarking and presentation for the purposes of clarification of the reports if called for.
3. The attached mouza drawing (Drg. No: 1938/1and 1938/2 of the campus can be used for reference to the Contractor. The actual extent of land available for survey shall be surveyed and boundaries to be clearly marked wherever required including submission of the details as described in the scope of work.
4. The work shall be carried out fulfilling the various conditions stipulated in the quotation documents and the rate quoted for the various items shall be inclusive of the above.

Drq. No-1938/2



9



KHATAN No. (R.S.)	Plot No. (R.S.)	AREA IN ACRE
1049	361/3203	2.40
1049	360/3204	0.05
TOTAL: 2.45 Acres.		
SUPER SPECIALITY HOSPITAL SHOWN THUS:		
1049	361	10.12
Do	361/3351	0.20
Do	360/3353	0.06
Do	360/3354	0.10
Do	361/3200	2.44
Do	361/3359	0.20
Do	360	0.50
TOTAL: 13.62 Acres.		
PROPOSED LAND OF MEDICAL COLLEGE SHOWN THUS:		

Prepared by:-

- Chayon Biswas
(Amin)
- Sandip Bhowmik
Amin

WBMSCL		CUSTOMER:M/S NIT- WESTBENGAL			WBMSCL/NIQ -24/2017	
					PAGE 1 OF 3 R0	
NAME OF WORK: TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND –KHARIYA MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE PROPOSED JALPAIGURI MEDICAL COLLEGE.					DATE :	
SL. NO. (1)	DESCRIPTION OF ITEM (2)	UNIT (3)	QUANTITY (4)	RATE (5)		Amount in Fig. (Rs.) (6)
				Fig. (Rs.)	Words	
1.	Clearing the area as required and Conducting detailed topographical survey of the entire land of WBMSCL (Refer Dwg. No 1938/1 and 1938/2) using “total Station” by taking levels in grids of size 10mx10m , including marking the boundaries with survey stones at appropriate intervals (paid separately) and fulfilling all stipulations/ requirements as per the scope of work, general and technical specifications, and as instructed by the engineer-in-charge, including preparing and submitting of topo survey maps with contour details (interval of 2.00M) with all boundary dimensions indicating all salient features of the ground preparing and submitting map(s) / drawing(s) in soft as well as hard copies required therein, making arrangement for clearing the way with all necessary equipments, manpower, transport etc. complete. (Six full sets of the hard copy of the maps/ drawings along with the original and soft copy in compact disks shall be submitted. The hard copy of drawings shall be in standard sizes such as A1, A2 etc.)	Acre				

WBMSCL		CUSTOMER: M/S			WBMSCL/NIQ -24/2017	
		NIT- WESTBENGAL			PAGE 2 OF 3	
NAME OF WORK: TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND – KHARIYA MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE PROPOSED JALPAIGURI MEDICAL COLLEGE.					DATE :	
SL. NO. (1)	DESCRIPTION OF ITEM (2)	UNIT (3)	QUANTITY (4)	RATE (5)		Amount in Fig. (Rs.) (6)
				Fig. (Rs.)	Words	
2.	Clearing the area locally and providing grid pillars of size 60cm x 60cm x 180cm, cast in RCC mix 1:2:4 at the locations pointed out by the Engineer in charge (including necessary earth work, providing formwork and reinforcement 4 nos. 12 mm dia. verticals and 8 mm dia. ties @ 150 crs, embedding in PCC 1:4:8, 10 cm wide all around for a depth of 60cm and remaining portion above ground shall be painted in all sides with yellow and marking RL with respect to the nearby available reference BM, coordinates and pillar number in black. Top surface of all the pillars shall be painted in yellow colour with lettering 'NIT' in black paint. (Rate shall include cost of all materials/conveyance	Each	10			

WBMSCL	CUSTOMER: M/S			WBMSCL/NIQ -24/2017		
	NIT- WESTBENGAL			PAGE 3 OF 3		
NAME OF WORK: TOPOGRAPHICAL SURVEY OF THE ENTIRE LAND – KHARIYA MOUZA OPPOSITE TO SUPER SPECIALTY HOSPITAL AND THE CAMPUS OF JALPAIGURI DISTRICT HOSPITAL FOR THE PROPOSED JALPAIGURI MEDICAL COLLEGE.				DATE :		
SL. NO. (1)	DESCRIPTION OF ITEM (2)	UNIT (3)	QUANTITY (4)	RATE (5)		Amount in Fig. (Rs.) (6)
				Fig. (Rs.)	Words	
3	Providing and fixing 15 x15 x150 cm boundary posts of RCC 1:2:4 for marking the boundary of land surveyed where ever necessary including cost of all materials, conveyance, cost of excavation, refilling and fixing firmly in ground , etc. complete as directed by Engineer-in charge.	Each	100			
TOTAL (Rs.)						
Note : Applicable Service tax will be Paid as Extra, Subject to submission of Documentary Evidence						
Service Tax = %		Goods & Service Tax Amount in Figures = Rs.				
Total Quoted Amount including Goods & Service Tax		In Figures = Rs.....				
		In words = Rupees.....				

WBMSCL	FACT ENGINEERING AND DESIGN ORGANISATION	CONTRACT/QUOTATION NO.
		WBMSCL/NIQ – 24/2017
PAYMENT SCHEDULE		SCHEDULE – G
		Page 1 of 1

1. MOBILISATION ADVANCE

NO mobilization advance is applicable for this job.

2. PAYMENT SCHEDULE

Payment will be made after completion of work in all respects – Final Report Submission & Acceptance by Engineer in charge, clearance of site, settlement of pending claims on account of labour employed by contractor and after deducting Liquidated Damage if any, Income Tax and any other amount due to WBMSCL etc. All payments shall be through RTGS/NEFT/Fund transfer as per the attached document – **Annexure D**. Details necessary to facilitate this shall be furnished by the bidder/Contractor.

WBMSCL	FACT ENGINEERING AND DESIGN ORGANISATION	CONTRACT/QUOTATION NO.
		WBMSCL/NIQ – 24/2017
SITE FACILITIES		SCHEDULE – H
		Page 1 of 1

The Contractor shall make his own arrangements for Water and Electricity required for the required work. CONTRACTOR shall make his own arrangements for residential accommodation of staff and workmen ,facilities for food and canteen and shall not set up any hutments, barracks or other form of residential units , at any place within SITE or other land belonging to OWNER unless specifically agreed to.

WBMSCL	FACT ENGINEERING AND DESIGN ORGANISATION	CONTRACT/QUOTATION NO.
		WBMSCL/NIQ – 24/2017
FORM OF BANK GUARANTEES FOR SECURITY DEPOSIT		SCHEDULE – L 4
		Page 1 of 3

PROFORMA BANK GUARANTEE FOR SECURITY DEPOSIT

(Bank Guarantee in lieu of Security Deposit shall be obtained from a Nationalized/Scheduled or Foreign Bank Registered in India, on Rs.100/- Stamp Paper in the following proforma). **Swasthya Sathi Building, Swasthya Bhavan Complex GN 29 Block, Sector V, Kolkata, West Bengal 700091, WBMSCL** has placed a Work Order No.....Dated.....with M/s..... (hereinafter called the Contractor) for the work and whereas it is one of the conditions of the said Work Order that the Contractor shall either remit a Sum of Rs.....(Rupees..... only) or furnish a Bank Guarantee for Rs.....(Rupees only) as Security Deposit for the due fulfillment of the said Work Order the said Contractor. In Consideration of the WBMSCL having agreed to accept a Bank Guarantee from us towards such Security Deposit in lieu of the Cash Deposit in accordance with the Terms and Conditions of the above Work Order, we the Bank (hereinafter referred to as the Bank) do hereby undertake to pay the WBMSCL merely on demand any sum or sums from time to time demanded by the WBMSCL upto a maximum of Rs..... (Rupeesonly) being the amount of the Security Deposit against any loss or damage caused to or suffered by or would be caused to or suffered by the WBMSCL by reason of any breach by the said Contractor of any of the terms and conditions contained in the said Work Order. We, the said Bank, do hereby undertake to pay the amount so demanded by the WBMSCL without any demur merely on a demand from the WBMSCL stating that the amount claimed is due by way of loss or damage caused to or suffered or would be caused to or suffered by the WBMSCL by reason of breach by the said Contractor of any of the Terms and Conditions contained in the said Contract. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. We undertake to pay to the WBMSCL any money so demanded notwithstanding any disputes raised by the said Contractor in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this guarantee shall be valid discharge of our liability for payment there under the said Contractor shall have no claim against us for making such payment.

WBMSCL	FACT ENGINEERING AND DESIGN ORGANISATION	CONTRACT/QUOTATION NO.
		WBMSCL/NIQ – 24/2017
FORM OF BANK GUARANTEES FOR SECURITY DEPOSIT		SCHEDULE – L 4
		Page 2 of 3

We, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said contract and that it shall continue to be enforceable till at the dues of the WBMSCL under or by Virtue of the said Contract have been full paid and its claim satisfied or discharged or till the WBMSCL certifies that the Terms and Conditions of the said Contract have been fully and properly carried out by the said Contractor and accordingly discharges this guarantee.

We, further agree with the said WBMSCL that they shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary and of the terms and conditions of the said Contract or to extend time of performance by the said Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forebear from enforcing any of the terms and conditions governing the said Contract or Securities available to the WBMSCL and the said bank shall not be released from its liability under these presence by any exercise by the WBMSCL of the liberty with reference to the matters aforesaid or by reason of time being given to the said Contractor or any other forbearance, act or omission on the part of the WBMSCL or any indulgence by the WBMSCL to the said Contractor or any other matter or thing whatsoever which under the law relating to sureties, but for this provision, have the effect of so relieving us.

This guarantee shall not be affected by any change in the constitution of the Bank or the WBMSCL or the said Contractor nor shall this guarantee be affected by any change in the constitution of the WBMSCL or the said Contractor by absorption with any other body or corporation, and this guarantee shall be available to or enforceable by such body or corporation. Our guarantee shall remain in force until unless a claim or demand is made within six months after the expiry of the above date, all the WBMSCL's rights under the guarantee shall be deemed as waived/forfeited and we shall be relieved and discharged from all liabilities there under. Notwithstanding anything contained hereinbefore, our liability under this guarantee shall be limited to an amount not exceeding Rs..... (Rupees..... only).

Any notice, by way of request, demand or otherwise hereunder may be sent by registered post to the BANK addressed as aforesaid any if sent by registered post, it shall be deemed to have been given at the time when it would be delivered in due course of post and in proving such notice when given by registered post, it shall be sufficient to prove that the envelope containing the notice was sent by registered post and the certificates signed by an officer of the WBMSCL that the envelope was so posted, shall be conclusive.

Disputes/differences, if any, relating to or arising out of this Bank Guarantee, shall be settled by courts having jurisdiction over Kolkata, in West Bengal State, where the registered office of this WBMSCL is situated and no other court shall have jurisdiction in the matter.

WBMSCL		CONTRACT/QUOTATION NO.
		WBMSCL/NIQ – 24/2017
FORM OF BANK GUARANTEES FOR SECURITY DEPOSIT		SCHEDULE – L 4
		Page 3 of 3

We..... Bank lastly undertake not to revoke this
guarantee during its currency except with the previous consent of the WBMSCL in writing. Dated
this..... day of Two thousand

For (Name of Bank)
Authorized Official
Name
Designation

(SEAL OF BANK)

Place

Full address of the Bank issuing this guarantee :

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ – 24/2017
SAFETY PRACTICES	SCHEDULE -P
	Page 1 of 2

1. The contractor shall observe all statutory and legal requirements by Central and State Governments applying to the work as well as any local regulations applying to the site issued by WBMSCL or any other authority.
2. Particular attention is drawn to the following:
 - a) In case of accident, WBMSCL Safety Engineer/Engineer –in –Charge shall be informed in writing within 24 hours of occurrence of the accident. The Contractor shall strictly follow regulations laid by Factory Inspector and Government Authorities in this regard.
 - b) Fencing all Contractors plant, platforms, excavations
 - c) Compliance with all electricity regulations
 - d) Compliance with statutory requirements for inspection and test of all lifting appliances and auxiliary lifting gear.
 - e) Operation of concrete mixer machine, vibrator, poclain/JCB, Generator etc
3. Staircases, doors or gangways must not be obstructed in any way that will interfere with means of access or escape.
4. The Contractor shall notify WBMSCL of his intention to bring on site any equipment or container holding liquid or gaseous fuel or other substances which might create a hazard. The WBMSCL will have the right to prohibit the use of such equipments or to prescribe the conditions under which such equipment may be used.
5. Where it is necessary to provide and/or store petroleum products or petroleum mixtures and explosives, the Contractor shall be responsible for carrying out such provisions and/or storage in accordance with the rules and regulations laid down in Petroleum and Carbide of Calcium Manual published by the Chief Inspector of Explosives of India. All such storage shall have the prior approval of WBMSCL. In case approvals are required from Chief Inspector of Explosives or any statutory authorities, the Contractor shall be responsible for obtaining the same.
6. The Contractor shall be responsible for the safe storage and use of any radiographic sources or those of his sub-contractor.
7. "Work Permit" in the prescribed proforma shall be obtained from WBMSCL Safety Engineer/Engineer-in-Charge before carrying out any work within the project premises in the following situations:
 - a) Any work involving open flames and sparks such as welding, gas cutting, soldering, grinding etc.
 - b) Sand blasting
 - c) Entry into hazardous and potentially hazardous areas

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ – 24/2017
SAFETY PRACTICES	SCHEDULE -P
	Page 2 of 2

- 8. Good house-keeping must be practiced by Contractor’s personnel at all times within the project area.
- 9. For the safe execution of certain works, personal protective Safety devices as stipulated by Safety Codes/Safety Engineer shall be provided and maintained by the Contractor.
- 10. Any unsafe work practice/working conditions during execution of work shall be corrected immediately on bringing the same to the attention of Contractor by OWNER’S/FEDO’S Safety Engineer.
- 11. Contractor shall strictly adhere to safe traffic practices within project area with respect to speed limit, parking of vehicles etc.
- 12. Electrical Safety Regulations
 - 12.1 In no circumstances will the Contractor interfere with fuses and electrical equipments belonging to the OWNER or other Contractor.
 - 12.2 Before the Contractor connects any electrical appliances to any plug or sockets belonging to the other Contractors or OWNER he will
 - a) Satisfy OWNER/Engineer-in-Charge that the appliances in good working condition.
 - b) Inform the OWNER/Engineer-in-Charge of the maximum current rating, voltage and phase of the appliance.
 - c) Obtain permission from OWNER/Engineer-in-Charge for taking power connection from specified point.
 - 12.3 Permission for power connection will not be granted until OWNER/Engineer-in- Charge is satisfied that the appliance is in good working condition and proper earthing connection provided.
 - 12.4 No electric cable in use by other Contractor/OWNER will be disturbed without prior permission. No weight of any description will be imposed on any such cable and no ladder or similar equipment will rest against or be attached to it.
 - 12.5 No work must be carried out on any live equipment. The equipment must be made safe and a “WORK PERMIT” issued by Engineer-in-Charge before any work is carried out.
 - 12.6 Contractor shall employ a full time Electrician to maintain the temporary electrical installation of the contractor.
 - 12.7 Contractor shall follow detailed Safety Procedure issued by OWNER/FEDO at the time of commencement of work and updated from time to time.
- 13.0 Contractor shall have arrangements to transport his workmen in the event of an accident at work site.

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ – 24/2017
SAFETY PRACTICES	SCHEDULE -P
	Page 1 of 2

SPECIAL CONDITIONS OF CONTRACT

- 1.1 Special conditions of Contract shall be read in conjunction with the General Conditions of Contract, specifications of work, drawings and any other document forming part of this contract wherever the context so requires.
- 1.2 Notwithstanding the sub-divisions of the document into these separate sections and volumes every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the contract so far as it may be practicable to do so.
- 1.3 Where any portion of the Special Conditions of Contract is repugnant to or at variance with any provisions of the Proforma Contract then unless a different intention appears, the provision(s) of the Special Conditions of Contract shall be deemed to over ride the provision(s) of the Proforma Contract only to the extent that such repugnance or variations cannot and shall be to the extent that such repugnance or variance cannot be reconciled with the Proforma Contract.
- 1.4 Wherever it is stated anywhere in this quotation document that such and such supply is to be effected or such and such a work is to be carried out, it shall be understood that the same shall be effected/carried out by the CONTRACTOR at his own cost, unless a different intention is specifically stated.
- 1.5 The items given in Schedule of Items of Work shall be read in conjunction with materials and job specifications and in case of any irreconcilable conflict between them, the provisions in the item under Schedule of Items of Work will override the corresponding provisions only of the material and job specifications, which cannot be reconciled. In such cases, the decisions of the CONSULTANT shall be final and binding on the CONTRACTOR.
- 1.6 In case of contradiction between Standards, General Conditions of Contract, Special Conditions of Contract, Technical Specification, Drawings, Schedule of Items of Work, the following shall prevail in order of precedence:
 - i) Purchase Order, detailed letter of intent along with statement of Agreed Variations and its enclosures.
 - ii) Schedule of Items of Work
 - iii) Special Conditions of Contracts.
 - iv) Technical Specifications.
 - v) Drawings.
 - vi) Specifications and Standards.

WBMSCL	CONTRACT/QUOTATION NO.
	WBMSCL/NIQ – 24/2017
SPECIAL CONDITIONS OF CONTRACT	SCHEDULE -P
	Page 2 of 2

- 2.0 CONTRACTOR shall be responsible for all obligations under ESI Act, Rules and Regulations there under and such other Acts and Regulations as may be relevant.
- 3.0 All the instruments used by the CONTRACTOR shall have valid calibration Certificate meeting the National Standards.
- 4.0 The CONTRACTOR shall not cause any hindrance to the functioning of the offices, other agencies activities etc., in the NIT Nagaland area.
- 5.0 Before submitting the bid, the bidder shall inspect the site and independently obtain all necessary information with regard to the nature of work, magnitude of work, materials and labour requirement and their availability, all the existing site conditions, locality, accessibility, Safety and Security regulations in force, etc.
- 6.0 The CONTRACTOR shall extend all facilities to WBMSCL Staff for inspection/supervision/ checking the activities involved in this work at all stages.
- 7.0 Cost towards all the equipments, instruments, etc. that are required for the execution of the work shall be under the scope of the contractor and are included in the quoted rate & amount
- 8.0 All electrical connections have to be done by a competent licensed Electrician with valid license and to the satisfaction of the WBMSCL.