

# West Bengal Medical Services Corporation Ltd [WBMSCL]

QUOTATION DOCUMENT

FOR

Topographical Survey in connection with work for proposed Barasat Government Medical College in the state of West Bengal at Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.L No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas.

**QUOTATION NO: WBMSCL/NIQ – 156 / 2018**

**Dated:- 03/ 08/2018**



**Address: Swasthya Sati Building, Swasthya Bhavan Complex GN 29 Block,  
Sector V, Kolkata, West Bengal 700091**

**Email – [info@wbmsc.gov.in](mailto:info@wbmsc.gov.in)**

**Website: [www.wbmsc.gov.in](http://www.wbmsc.gov.in)**

# 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 in connection with work for proposed Barasat Government Medical College in the state of West Bengal at Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.I No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas.**

## NOTICE INVITING QUOTATION

Bid Reference No: WBMSCL/NIQ- 156 /2018

Dated – 03/08/2018

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 in connection with work for proposed Barasat Government Medical College in the state of West Bengal at Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.I No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas**".

The details may be available at Notice Board of WBMSCL & website www.wbmsc.gov.in on 04.08.2018.

Location	Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.I No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas
Bid Security/EMD	Every 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. EMD of unsuccessful bidders will be returned.
Security Deposit	10% of the contract amount to be deducted from the Bill.
Releasing of Security Deposit	Six Months from the date of completion of work.
Last date of Submission of quotation	16.08.2018 Up to 12:00 PM
Date of opening of quotation	16.08.2018 Up to 01:00 PM
Validity of quotation	60 days from the date of submission of quotation
Time allowed for completion of work	21 days. The day will be counted after 7th days from the date of issue of work order
Eligibility of participating bidder	West Bengal Medical Services Corporation Ltd, Swasthya Sathi, GN -29 , Sector – V, Salt Lake, Kolkata – 700091.

Bid opening Venue	West Bengal Medical Services Corporation Ltd, Swasthya Sathi, GN-29, Sector – V, Salt Lake, Kolkata – 700091.
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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. Submission of tender through Post will not be accepted. Tender has to be submitted by the agency or his authorized representative. At the time of opening the owner of the agency or his authorized representative may present.

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. PT.
- 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 WBMSCL
2. Bidders shall submit the copy of PAN Card & Goods & Services Tax registration certificate.
3. Interested bidders can inspect / visit the site to assess the site conditions
4. Any updates on this quotation will be published only in WBMSCL website.

**Sd/-  
Managing Director**

West Bengal Medical Services Corporation Ltd is entrusted for **Topographical Survey in connection with work for proposed Barasat Government Medical College in the state of West Bengal at Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.L No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas**

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: 20.53 Acre) 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 **20.53 Acres** (approximately), 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, overhead 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.

## 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 by only successful bidder from Scheduled Banks in favour of WBMSCL, Payable at KOLKATA.

### **4. TIME SCHEDULE :**

The time allowed for carrying out the work is 21 (Twenty One) days. 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.

**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.

**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: 20.53 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](http://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).

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

3.4 Submission of tender through Post will not be accepted. Tender has to be submitted by the agency or his authorized representative. At the time of opening the owner of the agency or his authorized representative may present.

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

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

- a. Undertaking by Bidder for Unconditional Acceptance of quotation as per Annexure A
- b. GCC- Affidavit on non-judicial stamp paper of ₹ 100/- as per Annexure-B.
- c. Power of Attorney of the person for signing / submitting the quotation.
- d. All papers of all the Corrigendum (if any) duly signed by the authorized person.
- e. Valid Goods and Services Tax registration/ EPF registration / PAN Card
- f. Complete set of quotation documents downloaded from the site duly signed and sealed on all pages.
- g. Certificate of Financial Turn over : Copies of Annual Reports / Audited accounts for the last three years (2015-16, 2016-17 & 2017-18) 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.
- h. Detailed programme of work in PERT or BAR CHART form.
- i. Complete technical details and description of the work covered by the Quotation as proposed to be undertaken by the Quotationer.
- j. All supporting documents to meet Bidder Qualification Criteria (Original / Notary / 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.

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.
- 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.

## **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.

## **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](mailto:info@wbmsc.gov.in)

**GENERAL CONDITIONS OF CONTRACT (GCC) QUOTATION NO.**

**WBMSCL/NIQ – 156 /2018 date- 03.08.2018**

**NAME OF WORK: Topographical Survey in connection with work for proposed Barasat Government Medical College in the state of West Bengal at Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.I No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas.**

**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 20.53 Acres (approximately) 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 Every quotationer shall be accompanied by an Earnest Money Deposit of Rs. 5,000/- in the form of DD / Pay Oder or Banker's Cheque . No interest shall paid to the EMD remitted by the quotationer. EMD of successful bidder will be released once the SD is submitted.

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.

5.3 **Whenever accepted bid value is 80% or less of the Estimate put to tender, additional performance security @10% of the tendered amount shall be deposited by the successful bidder in the form of Bank Guarantee from any schedule bank before issuance of the work order.**

5.4 **Failure of submission of additional performance security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited.**

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.

19.0 **LAW AND LEGAL JURISDICTION**

19.1 **CONTRACT** shall be governed and construed by Laws of India.

19.2 Any legal proceedings relating to **CONTRACT** shall be limited to courts of law under the Jurisdiction of the Kolkata High Court at Kolkata.

20.0 **SUSPENSION AND TERMINATION**

Signature of contractor :

Name :

Address :



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: 20.53Acre) 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.

## **SPECIFIC REQUIREMENT OF WORK**

### 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: 20.53 Acre) 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 20.53 Acres (approximately) 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, 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.

### 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

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.

#### 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 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.

FORMAT - A

Name of Work:- Topographical Survey in connection with work for proposed Barasat Government Medical College in the state of West Bengal at Bonomalipur Mouza (J.L No.- 80 & Khatian No.- 2806) and Uttarhat Mouza (J.I No.- 78 & Khatian No.- 3772) in the District of North 24 Parganas.

SL No	Description of Item	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1.	Clearing the area as required and Conducting detailed topographical survey of the entire land of WBMSCL 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 copies and as well as hard copies required therein, making arrangement for clearing the way with all necessary equipments, manpower, transport etc. complete etc. (Six numbers 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 size such as A1, A2 etc.)	Acer	20.53		
2.	Clearing the area locally and providing grid pillars of size 60cm X 60cm X 180cm, cast in RCC mix 1:2:4 at he locations pointed out by the engineer-in-charge (including necessary earth work, providing form work and reinforcement 4 nos. 12 mm dia. verticals and 8mm. ties @ 150 crs, embedding in PCC 1:4:8, 10cm wide all around for a depth of 60 cm 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		
3.	Providing and fixing 15 cm X 15 cm X 150 cm boundary posts of RCC 1:2:4 for marking the boundary of land surveyed wherever 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

Rupees in word-

Note- Rates are inclusive all taxes.

WBMSCL	FACT ENGINEERING AND DESIGN ORGANISATION	CONTRACT/QUOTATION NO.
		WBMSCL/NIQ – 156/2018 date- 03.08.2018
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.

