

**WEST BENGAL CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD**  
**BLOCK- LB 2, SECTOR-III, SALT LAKE CITY, KOLKATA-700098**

**NOTICE INVITING TENDER**

**Ref. No. : 06/2(Engg)/2E-II /05**

**Date : 09.06.2017**

Sealed-tenders are hereby invited from experienced, resourceful and approved reputed Consultant organizations for the work detailed as mentioned below.

**Name of the work : Preparation of Architectural and Structural drawing for 3-Storeyed (G+2) of Floor area @ 3000 Sq.Ft.(approx.) each floor proposed Administrative Building of Midnapore Co-Op. Milk Producers' Union Ltd. at Midnapore, Dist.- Paschim Medinipur.**

**A. Instructions to the Bidder:**

1.0 Tender must be submitted in a sealed envelope with our NIT No. in original and without making any additions, alterations as per details given in other clauses given here under. The price should be quoted in the prescribed format as given in "Annexure-I". The offer price must be including of all relevant taxes and duties applicable as per Govt. rules.

2.0 All quotations should be sent by post or by hand addressed to The Managing Director, West Bengal Co-Operative Milk Producers' Federation Ltd., LB-2, Sector-III, Salt Lake City, Kolkata-700106 within the **Last time and date : 14.00 hrs on 23.06.2017**

3.0 Attention is invited to the terms and conditions given in Annexure-II. The Terms and conditions should be agreed by submitting the copy of "Annexure-II" duly signed and stamped by the Tenderer. Deviations, if any may be indicated separately. All papers in the tender paper shall be initialed by tenderer or his authorized representative.

3.1 Addenda/Corrigenda to this tender document, if issued, must be signed, submitted alongwith the tender documents. Tenderer should write clearly the revised quantities in Schedule of rates of tender.

**B. Documents:**

The tenders, as submitted will consist of the following:

- i) Complete set of tender documents as given here under in Annexure-I and Annexure-II together with Addenda, Corrigenda as stated in clause 3.1, duly filled in and signed by the tenderer as prescribed in different clause of the tender documents.
- ii) Copy of Similar experience certificate.
- iii) Copy of the Certificate of Architect and Structural Engineer engaged by the tenderer.
- iv) Copy of Income Tax clearance Certificate.

**C. Important Information:**

Last date for receipt of quotation	:	14.00 hrs on 23.06.2017
Completion Time	:	30 Days
Site Address	:	A.R.D.D. Office campus, Midnapore Town, Paschim Medinipore.
Contact Office	:	West Bengal Co- Operative Milk Producers' Federation Ltd., LB-2, Sector-III, Salt Lake City, Kolkata-700106

**D. Scope of work:**

- 1.0 Preparation of final architectural drawing based on the preliminary sanctioned drawings, working drawings, as built drawings etc. for (G+2) 3- storied Administrative Building.
- 2.0 Structural analysis of the building for 3-storied structure and preparation of all structural drawings which will be required for construction purpose based on the latest I.S. code. A copy of structural analysis should be submitted.
- 3.0 Preparation of detail "Bill of Quantities" for the civil work including internal works as per requirement, Sanitary & Plumbing works and Electrification works based on the latest P.W.D. (W.B.) Schedule of Rates.

**E. Eligibility criteria for participation in the tender:**

The prospective bidders shall have satisfactorily completed as a prime agency during the last 3(three) years from the date of issue of this Notice at least one work of similar nature preferably under authority of State/Central Govt., State / Central Govt. undertaking/ Statutory Bodies Constituted under the Statute of the Central/ State Govt.

N.B.:- Completion certificate should contain a) Name of work, b) Name of Client, c) Amount put to tender, d) Schedule month and year of commencement and completion as per work order, e) actual month and year of completion.

The under signed reserves the right to accept or reject any or all tenders without assigning any reasons thereof.

**Managing Director**  
W.B.C.M.P.F.Ltd.

**Annexure-I**

**Price Schedule**

Sl. No.	Description of work	Total Floor area	Unit	Rate (Rs./Unit) (including all Taxes & Duties)	Total Amount (Rs.)
1.0	Preparation of Architectural and Structural drawing for 3-Storied (G+2) of Floor area @ 3000 Sq.Ft.(approx.) each floor proposed Administrative Building of Midnapore Co-Op. Milk Producers' Union Ltd. at Midnapore, Dist.-Paschim Medinipur	9000.00	Sq.Ft.		

*Amount In words:*

Signature of Agency

W.B.C.M.P.F.LTD.

## Annexure-II

### Terms and Condition:

- 1.0 The final architectural drawing should be prepared based on the preliminary sanctioned drawings, working drawings, as built drawings etc. for (G+2) 3- storied Administrative Building. The drawing should be contained atleast i) one floor plan for each floor including roof plan, ii) each side elevation, iii) Sectional elevation as per requirement for showing detail measurement, iv) Site Plan. The final Architectural Drawing should be submitted in quadruplicate duly signed and stamped by Architect.
- 2.0 Structural analysis of the building for 3-storied structure and preparation of all structural drawings which will be required for construction purpose based on the latest I.S. code. A copy of structural analysis should be submitted. All detail structural drawing must be shown clearly in larger scale as required. The grade of concrete and reinforcement to be used should be mentioned. The whole responsibility and liability of the structure will be under risk of the Tenderer /Structural Engineer. In case of any structural failure the Tenderer/Structural Engineer will be fully responsible. The final Structural Drawing should be submitted in quadruplicate duly signed and stamped by Structural Engineer.
- 3.0 The detail “Bill of Quantities” for the civil work including internal works as per requirement, Sanitary & Plumbing works and Electrification works should be prepared based on the latest P.W.D. (W.B.) Schedule of Rates.
- 4.0 Time of completion of the work should be 30 days from the date of acceptance of the work order.
- 5.0 The actual Fees will be finalized on the basis of calculation of the final floor area of the building after finalizing the drawing.
- 6.0 All necessary Taxes and duties applicable as per Govt. rules will be deducted from every Bill of the selected agency.

Signature of Agency

W.B.C.M.P.F.LTD

Contd.....Annexure-II, p/2

Annexure-II, p/2

**Mode of Payment :**

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| 1.0 | After delivery of Preliminary Architectural Drawing-   | 10% (Ten percent) of the quoted amount will be released.     |
| 2.0 | After delivery of Final Architectural-Drawing, Structural drawing and B.O.Q. -   | 70% (Seventy percent) of the quoted amount will be released. |
| 3.0 | Balance 20% (Twenty percent) of the quoted amount will be released after completion of the construction of the building or 1(One) year from the acceptance of the work order which ever earlier. |  |

The Federation reserves the right to place order either in part or in full.

Signature of Agency

W.B.C.M.P.F.LTD