



ZOOLOGICAL GARDEN
Alipore, Kolkata 700027

e-NIT No. 16/ZGA/E-tender/2026 , date: 26.06.2026

Non-Comprehensive AMC for Surveillance System at Zoological Garden, Alipore, West Bengal. The Director, Zoological Garden Alipore invites e-tenders for the following work(s) from the eligible persons/agencies/companies, including consortium and partnership firms as detailed in the table below. [Collection (downloading) and Submission (uploading) of Tender can be made online through the website <https://wbtenders.gov.in>].

List of Works:

Sl No	Name of the work (1)	Quoted on rate (Rs.) (2)	Amount of Earnest Money to be deposited (Rs.) (3)	Period of Completion (4)	Name of the Concerned Officer (5)	Eligibility of Contractor (6)
1	Non-Comprehensive AMC for Surveillance System at Zoological Garden, Alipore	To be submitted Online (inclusive GST and all Taxes)	13,000.00	365 (Three Hundred and Sixty Five) days from the date of commencement.	Director Zoological Garden, Alipore	Eligibility Criteria as per serial No. 1 mentioned below)

Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.

1. Eligibility Criteria for participation in tender:

(a) All categories of intending Tenderers shall have satisfactorily completed as a prime agency during the last 5 (five) years prior to the date of issue of this Tender Notice and as per Notification no. 03-A/PW/O/10C- 02/14 dated 12.03.2015

For 1st Call of NIT :

Intending tenderer should produce credentials of similar nature of completed work (supply) of the minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

Intending tenderers should produce credentials of 2(two) similar nature of completed work, each of minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice;

or

Intending tenderers should produce credentials of 1(one) single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value at above; In case of running works , only those tenderers who will submit the certificate of satisfactory running work from the Competent authority, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer.

For 2nd Call of NIT :

Intending tenderer should produce credentials of similar nature of completed work (supply) of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice;

or,

Intending tenderers should produce credentials of 2(two) similar nature of completed work, each of minimum value of 25% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice;

or

Intending tenderers should produce credentials of 1(one) single running work of similar nature which has been completed to the extent of 75% or more and value of which is not less than the desired value at above; In case of running works , only those tenderers who will submit the certificate of satisfactory running work from the Competent authority, or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executed agency, i.e., the tenderer.

Documents:

Sl. No.	Category Name	Sub-Category Description		Document Name
A	Certificates	Certificates	1.	GST Registration Certificate and Acknowledgement
			2.	PAN Card
			3.	P. Tax (Challan) (for the Preceding financial year)
B.	Company Details	Company Details	1	Proprietorship Firm –(Trade License) Structure & Org
			2	Partnership Firm –(Partnership Deed) (Trade Licence)
C.	Credential Certificate	Credential -1	1	Similar nature of work done & completion certificate along with Work Order and BOQ which is applicable for eligibility in this work
		Credential -2	2	Tender Specified OEM certificate.
D.	Financial Info	Turn Over	1	I.T. Return for Assessment year (for the last

			3(three) financial year)*
		2	Last three years Audited Balance Sheet and Profit and Loss A/c statement
		3	Form –I (Structure & Organization) (To be submitted by Company’s Letter Head)
		4	Form –II (Experience Profile) (To be submitted by Company’s Letter Head)
		5	Form –III (Financial Statement) (To be submitted by Company’s Letter Head)
F.	Affidavit	1	Affidavit- Y (to be submitted in notarized format)

2. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 03.

3. The FINANCIAL OFFER of the prospective tenderer will be considered only if the **TECHNICAL BID & sample of the items** of the tenderer is found qualified by the ‘Tender Evaluation Committee’ formed by the Director, ZGA. The decision of the ‘Tender Evaluation Committee’ will be final and absolute in this respect.

Joint Ventures/sub contract will not be allowed.

A prospective bidder shall be allowed to participate in the instant job either in the capacity of individual or as a partner of a firm. Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of running bill is 05 (five) lakh or 20% of the tendered amount whichever is less.

No mobilization advance and secured advance will be allowed.

Bid shall remain valid for a period not less than 180 (*one hundred eighty*) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

4. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	27.06.2026 & 10.00 Hrs.
2	Documents download/sell/submission start date (Online)	27.06.2026 & 10.00 Hrs.
3	Bid Submission closing (On line)	04.07.2026 & 17.00 Hrs.

4	Bid opening date for Technical Proposals (Online)	06.07.2026 & 17.00 Hrs.
5	Date for opening of Financial Proposal (Online) and physically sample Presentation	The date and time of financial bid opening will be announced after Technical bid evaluation

5. Scope of work

The successful bidder shall provide **Non-Comprehensive Annual Maintenance Contract (AMC)** services for the existing CCTV Surveillance System installed at Zoological Garden, Alipore, Veterinary Hospital, Aquarium, and associated offices.

The AMC shall cover inspection, preventive maintenance, troubleshooting, repair services, testing, commissioning, and technical support. The cost of replacement parts, accessories, and equipment shall be borne separately by Zoological Garden Authority (ZGA) upon approval.

5.1 System Coverage

The AMC shall cover maintenance of:

- Approximately **282 CCTV Cameras** installed at various locations within the Zoological Garden, Veterinary Hospital, and Aquarium.
- **05 (Five) Nos. 64-Channel NVRs** installed at the office of Zoological Garden, Alipore.
- Associated components and accessories, including:
 - Power supplies/adaptors
 - Network switches
 - Media converters
 - Connectors and patch cords
 - Junction boxes
 - Racks
 - Hard disks
 - Network cabling and related accessories
 - Monitoring and recording equipment connected to the CCTV system

5.2 Preventive Maintenance

The contractor shall carry out preventive maintenance at least **once every month** during the contract period.

The preventive maintenance shall include:

- Cleaning of camera lenses and housings.
- Inspection of mounting arrangements and brackets.
- Checking power supply units and electrical connections.
- Inspection of network connectivity.
- Verification of recording, playback, and storage functions.
- Checking camera focus, angle, and image quality.
- Inspection of NVR performance and storage health.
- Submission of preventive maintenance reports after each visit.

5.3 Breakdown Maintenance

The contractor shall:

- Attend all complaints reported by ZGA during the contract period.

- Diagnose faults and carry out necessary repairs.
- Restore faulty cameras, NVRs, and associated equipment to working condition.
- Identify defective components requiring replacement and submit estimates/recommendations to ZGA.

5.4 Repair and Replacement

- Repair of defective equipment shall be carried out under the AMC without additional labour charges.
- Cost of replacement parts, accessories, equipment, and consumables shall be borne by ZGA after obtaining prior approval.
- The contractor shall submit quotations/estimates for replacement items whenever required.

5.5 Software Support

The contractor shall provide:

- NVR and CCTV software troubleshooting.
- User configuration and system settings support.
- Firmware updates wherever applicable.
- Backup and restoration support.

5.6 Emergency Support

Emergency complaints affecting critical surveillance areas shall be attended immediately on priority basis.

5.7 Maintenance Records

The contractor shall maintain:

- Complaint Register.
- Service Log Book.
- Preventive Maintenance Reports.
- Monthly System Health Reports.

5.8. Service Level Agreement (SLA)

Nature of Complaint	Response Time	Resolution Time
Critical Breakdown	Within 4 Hours	Within 24 Hours
Major Fault	Within 8 Hours	Within 48 Hours
Minor Fault	Within 24 Hours	Within 72 Hours

In cases where replacement materials are required, the resolution time shall be counted from the date of availability of materials approved and supplied by ZGA.

6. Earnest Money: Payment procedure:

A. Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:

On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

Bidder will receive a confirmation message regarding success/failure of the transaction. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the

State Government /PSU/Autonomous Body/Local Body/PRI, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees. If the transaction is failure, the bidder will again try for payment by going back to the first step.

B. Payment through RTGS/NEFT:

(i) On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

(ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

(iii) If verification is successful, the fund will get credited to the respective Pooling account of the State Government/PSU/ Autonomous Body/Local Body/PRI, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

(iv) Hereafter, the bidder will go to e-Procurement portal for submission of his bid. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

C. Refund/Settlement Process:

I. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.

II. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.

III. Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.

IV. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.

V. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit head "8443 00-103-001-07" through GRIPS along with the bank particulars of the L1 bidder.

VI. EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRI, etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder. In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.

VII. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E-Procurement portal for updation. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head "0070-60-800-013-27" through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRI, etc.

VIII All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.

There is no exemption of any kind for any of the eligible contractors towards cost of tender document fee or EMD.

7. Security Deposit: The successful Tenderee to whom a Letter Of Acceptance has been issued shall submit within 10(ten) days from the date of Letter of Acceptance, **Security Deposit which is 10% (inclusive 2% of EMD)** of the contracted value of the work as per the G.O.NO. 201-F(Y),dt. 18/01/2021 this shall have to be deposited by NEFT/RTGS. In case of written request from the L1 bidder justified with sufficient reason, provision may be made for deduction of security deposit from Progressive/R.A. Bills. Refund of the Security Deposit Money and Additional Performance Security is subject to fulfillment of conditions and defect liability period as per G.O. No. 5784-PW/L&A/2M-175/2017, dt.12.09.2017 of Principal Secretary, Public Works Department.**No interest will be paid on Security Deposit.**

8. Additional Performance Security:

When the bid rate is 80% or less of the Estimate put to tender then an Additional Performance Security in the form of Bank Guarantee to be submitted as per Memo No. 796-F(Y) Dated: 25.02.2022 from Finance Department, Audit Branch. **The Bank Manager of the bank issuing Bank Guarantee to submit in the prescribed format as mentioned Annexure-A in the NIT alone will be accepted. Non-submission of the prescribed Bank Guarantee in the prescribed format is the sufficient reason to reject the bidder and no further bid will be entertained, whatsoever, the case may be.**

9. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the garden authority. The tender accepting authority of Zoological Garden reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.

10. Conditional / Incomplete tender will not be accepted under any circumstances.

11. The intending tenderers are required to quote the rate *online*.

12. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.

13. The Director, Zoological Garden, Alipore reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained. The volume of specific item may change based on actual requirement of the zoo.

14. If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Evaluation Committee within 2 (*two*) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.

15. Before issuance of EACH WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer, if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances without any reference to the lowest tenderer.

The work will be commenced after the fund is available with the authority.

16. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:

- i)N.I.T.
- ii) Terms & Conditions
- iii) Technical Bid
- iv) Financial Bid

17. Qualification criteria:

The tender inviting and Accepting Authority through a “Tender Evaluation Committee” will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- a) Financial Capacity
- b) Experience / Credential & others eligibilities mentioned above

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in above .If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any notice.

18. Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.

19. No. price preference and other concession will be allowed.

20. Mandatory engagement of Job Card holders:

Wherever applicable, As per the Gazette Notification No. 1140 PRD-33011/1/20-24-MGNERJSEC Dated: 07.03.2024, Job Card holders shall mandatory be engaged in the works where rural unskilled worker can be engaged. The agency executing the works shall also furnish a certificate after completion of works that only Job Card holder were engaged for unskilled works during execution.

21. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.

22.

Sr.No.	General Conditions - To Prequalify all the Bidders should satisfy the Eligibility Criteria mentioned below.
1	The Bidder should have their office in Kolkata within a radius of 20 km’s from the site. Notarized copy of documentary evidence (in the form of telephone bill/electricity bill/municipality bill/tax registration certificate etc.) shall be submitted by the bidder.
2	The Bidder should have expertise in “Similar works”. “Similar works”
3	Supplier should have minimum average turnover of 45 Lakhs in last 3 Financial years (23-24, 24-25& 25-26). Enclosed Balance sheet highlighting/profit –loss statement
4	Bids Submitted on consortium and joint -ventures basis are not acceptable, unless otherwise specified in the Tender
5	a) Monthly Servicing: The vendor shall conduct monthly servicing of the CCTV cameras throughout the contract period. A satisfactory performance report of the CCTV system must be

obtained from the Director, ZGA.

- b) Record Keeping: The vendor is responsible for maintaining proper records of servicing and repairs of the CCTV system breakdowns or maintenance activities. These records should be maintained both by the firm and the concerned office of ZGA.
- c) Confidentiality: The vendor shall not disclose any details of the CCTV system to any third party, whether verbally or in writing.
- d) Documentation: The vendor must provide copies of PAN, Aadhaar, GST registration/ GSTN no., and bank account details along with other documents asked in ATC.
- e) Performance Certificate: A performance certificate shall be issued by the Director, ZGA and the vendor must consult and inform him during visits to the depot premises for attending to the CCTV cameras.
- f) Availability of Personnel: Skilled maintenance personnel must be stationed in and around Angul during the AMC period to ensure equipment availability of 90% in a quarter and 95% in a year.
- g) Response Time and Penalty: The vendor must attend to service calls within 3 hours and close them within 8 hours. Failure to do so will result in a penalty of Rs. 500/- per day per CCTV system.
- h) Emergency Services: Service engineers must be available at any time during the contract period for emergency services, with no additional charges for emergency visits.
- i) Travel and Accommodation: Traveling charges, as well as lodging and boarding charges for service personnel, are included in the contract value.
- j) Repair and Replacement: Repair, rectification, or replacement of all components deemed necessary shall be carried out without any additional cost to ZGA.
- k) Preventive Maintenance: Four quarterly preventive maintenance visits per year are included in the contract.
- l) Working Hours: All work will be conducted during normal working hours in the General Shift of the Depot.
- m) Liability: The vendor shall be liable for personnel injury and property damage caused by the negligence of the vendor's service engineers.
- n) Taxes: All applicable taxes, including Sales Tax, Service Tax, and Income Tax & GST shall be levied.
- o) Equipment and Tools: The vendor must be equipped with all necessary tools and tackles for testing and troubleshooting the CCTV system.
- p) Safety Precautions: The vendor shall take all necessary safety precautions for its workmen during work, and emergency treatments shall be the responsibility of the vendor.
- q) Risk Cost Repairs/Actions: If equipment downtime exceeds 7 days without replacement, ZGA reserves the right to carry out repairs through a third Party on risk and cost basis and recover penalty amounts from the vendor as per ZGA's SOP.
- r) Compliance with Labour Statutes: The vendor must comply with all applicable labour statutes during the AMC period.
- s) Termination/Exit Clause: The Director,ZGA reserves the right to terminate the contract at any time during the contractual period without assigning any reason. These terms ensure clarity and accountability in the maintenance of CCTV systems, protecting both parties' interests throughout the contract period.

6	A Company (bidder) shall not be allowed to use the credentials of its parent or any group company to meet the Experience Criteria.
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7	In case the document(s) submitted by the bidder is found to be fake, false or forged OR the bidder fails to submit notarized documents requested by authority, their offer shall be rejected. If false or forged documents are submitted by the bidder, actions as deemed fit will be taken by authority including but not limited to Holiday Listing of 10 years.
8	The Bidder is not black-listed by any Ministry or Department of Central Government OR State Government or PSU or other bodies under the Central Government OR State Government. There should be no criminal case is registered or pending against the firm OR company or its owner OR partners OR directors anywhere in India. Declaration of this shall be submitted by the bidder.
9	The bidders other than OEM (i.e. dealers, distributors, SI Partners etc.) have to enclose the manufacturer's authorization certificate on a tender-specific basis for this tender. The same may be verified from the OEM, which if found falsified then will lead to blacklisting of the bidder.
10	Any bid not complying PQC requirements shall be summarily rejected.
11	Regular system health checks every [Weekly].Emergency/breakdown calls will be attended within 3 hours from the time of intimation. Reports should be submitted to the concerned person weekly.
12	The Bidder should have CCTV OEM authorization to participate in this bidding. Without OEM authorization bids are subjected to be cancel

Sd/-
Director
Zoological Garden, Alipore

ZOOLOGICAL GARDEN, ALIPORE

SECTION - A

INSTRUCTION TO BIDDERS

General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering. Registration of Contractor:

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to (the web portal of ZGA the contractor is to click on the link for e- Tendering site as given on the web portal.

Digital Signature certificate (DSC):

Each contractor is required to obtain a Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.

The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

Technical Proposal:

The Technical proposal should contain scanned copies of the following in one covers (folders).

(a). Statutory Cover Containing the following documents:

1) EMD AND OTHER DOCUMENTS:

a) Photocopy of Demand Draft/NEFT/ RTGS towards Earnest Money (EMD) as prescribed in the N.I.T. against the work in favour of **Zoological Garden, Alipore.**

b) N.I.T.

(NIT & Tender Document downloaded properly and upload the same Digitally Signed). **The rate will be quoted in the B.O.Q.** Quoted rate will be encrypted in the B.O.Q. under Financial Bid. 0.

N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No. A.5.(a). and Sl. No. A.5.(b). will render the tenderer liable to be rejected.

Tender Evaluation Committee (TEC)

Evaluation Committee constituted by the Director, Zoological Garden, Alipore will function as Head of Evaluation Committee for selection of technically qualified contractors.

Opening & evaluation of tender:

Opening of Technical Bid:

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Cover (folder) for Statutory Documents (Ref. Sl. No. A.5.(a)&(b.)) will be opened first. If there is any deficiency in the Statutory Documents the tender will summarily be rejected. Decrypted (transformed into readable formats) documents of the statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

Summary list of technically qualified tenderers will be uploaded online. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.

During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

Financial Bid

The financial bid should contain the following documents in one cover (folder) i.e. Item of Quantities (BOQ). The contractor is to quote the rate (own rate) online through computer in the space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant Act.

Rejection of Bid:

Tendering authority reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Tendering authority's action.

Award of Contract

The Bidder whose Bid has been accepted will be notified by the Tender Inviting Authority through acceptance letter / Letter of Acceptance.

The notification of award will constitute the formation of the Contract.

The Agreement in Form No. 2911(ii) will incorporate all agreements between the Tender Inviting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents.

Section -B

ZOOLOGICAL GARDEN, ALIPORE **Special Terms, Conditions and Specifications.**

1) General:

Unless otherwise stipulated all the works are to be done as per general conditions and general specifications as mentioned either in—

Public Works Department Schedule of Rates for Building Works and Sanitary & Plumbing Works in force including up-to-date addenda and corrigenda, if any, issued from competent authority as applicable for the working area of concerned Circle at the time of submission of tender, or in

Public Works (Roads) Department Schedule of Rates for Road Works, Bridge & Culvert Works and Carriage, etc. in different district of West Bengal for the working area including up-to-date addenda and corrigenda, if any, issued by the Superintending Engineer,

GOODS AND SERVICE TAX (GST) will be applicable as per Notification No.5050-F(Y) dt. 16.08.2017 of Finance Department, Audit Branch, Govt. of West Bengal.

Constructional Labour Welfare Cess shall be @1% of the bill value . GST, Royalty & all other Statutory levy/ Cess will have to be borne by the selected contractor..

GST (Goods & Service Tax) in tender online e-Procurement System of Govt. of West Bengal or wherever shall be applicable as per rules.

2) Definition of Engineer-in-Charge and commencement of work:

The word “Engineer-in-Charge” means the concerned Chief Engineer. The word “Department” appearing anywhere in the tender documents means WBZA, who have jurisdiction, administrative or executive, over part or whole of the works forming the subject matter of the tender or contract. The word “approved” appearing anywhere in the documents means approved by the Engineer-in-Charge. In case, the work is transferred to any other Chief Engineer under whom the work will be executed should be treated as the Engineer-in-Charge. The work shall have to be taken up within seven days of the receipt of the work order or otherwise mentioned therein. Failure to do so will constitute a violation of the contract stipulation as regards of proportionate progress and timely completion of work and the contractor will thereby make himself liable to pay compensation or other penal action as per stipulation of the printed tender form.

3) Terms & Conditions in extended period:

As per Clause 5 of ZGA F. No. 2911 (ii) if an extension of time for completion of the work is granted by the Engineer-in-Charge for cogent reasons for which the contractor have no control, it will be taken for granted by the working contractor that the validity of the contract is extended automatically up to the extended period with all terms and conditions, rates etc. remaining unaltered, i.e., the tender is revalidated upto the extended period.

4) Transportation arrangement:

The contractor shall arrange for all means of transport required for carriage and supply of materials and also the materials required for the construction work. The contractor must consider this aspect while quoting rate.

Terms and Conditions

4.1 Nature of AMC

- The AMC shall be **Non-Comprehensive** in nature.
- The contract shall cover only servicing, inspection, testing, fault diagnosis, repair work, and labour charges.
- Cost of spare parts, replacement components, consumables, accessories, equipment, and materials shall be paid separately by ZGA upon approval.

4.2 Deployment of Technical Personnel

- The contractor shall deploy trained and experienced technicians for maintenance work.
- Personnel shall carry valid identity cards while entering Zoo premises.

4.3 Replacement of Defective Items

- Defective parts identified during maintenance shall be reported to ZGA.
- Replacement shall be carried out only after obtaining written approval from the competent authority.
- All replacement materials shall be genuine OEM products or equivalent approved by ZGA.

4.4 Performance Standards

- The contractor shall ensure maximum uptime of the surveillance system.
- Regular maintenance shall be carried out to minimize system failures.

4.5 Penalty Clause

- Failure to attend complaints within the stipulated response time may attract a penalty of **0.5% of the quarterly AMC value per day of delay**, subject to a maximum of **10% of the annual contract value**.
- Repeated delays or poor performance may lead to termination of the contract.

4.6 Confidentiality

- The contractor shall maintain strict confidentiality regarding CCTV footage, recordings, passwords, network configurations, and security arrangements.
- No information shall be disclosed to any third party without prior written permission from ZGA.

4.7 Safety and Security

- The contractor shall observe all safety regulations and security protocols while working within Zoo premises.
- Any damage caused to Zoo property due to negligence of the contractor shall be made good by the contractor at his own cost.

4.8 Payment Terms

- Payment shall be made on a **quarterly basis** after satisfactory completion of services and certification by the authorized officer of ZGA.
- Bills must be accompanied by maintenance reports and attendance records of service visits.

- Statutory deductions shall be made as per prevailing Government rules.

4.9 Taxes and Duties

- The quoted AMC rate shall be inclusive of all applicable taxes, duties, labour charges, transportation, tools, tackles, and incidental expenses.
- GST shall be payable as applicable under Government rules.

4.10 Termination

- ZGA reserves the right to terminate the contract by giving **30 days' notice** in case of:
 - Unsatisfactory performance.
 - Violation of contract conditions.
 - Security concerns.
 - Failure to provide required services.

4.11 Jurisdiction

Any dispute arising out of the contract shall be subject to the jurisdiction of the Courts at Kolkata only.

5. Special Conditions

- The bidder shall inspect the site and existing CCTV infrastructure before submission of bid.
- No extra claim on account of ignorance of site conditions shall be entertained.
- ZGA reserves the right to increase or decrease the quantity of cameras and associated equipment by up to **10%** during the contract period.
- The contractor shall maintain a minimum **95% operational status** of the CCTV system, subject to availability of replacement materials from ZGA.
- A joint inventory of all cameras, NVRs, and accessories shall be prepared before commencement of the AMC and shall form part of the agreement.
- The contractor shall provide a dedicated contact number for lodging complaints and emergency support.
- **Schedule of Equipment Covered Under AMC**
 - CCTV Cameras – Approximately 282 Nos.
 - 64-Channel NVR – 05 Nos.
 - Associated network and recording accessories as available at site.

General Conditions

1) Contractor's Site Office:

The contractor shall have an office adjacent to the work as may be approved by the Engineer-in-Charge where all directions and notice of any kind whatsoever, which the Engineer-in-Charge or his representative may desire to give to the contractor in connection with the contract, may be left or sent by post to such office or delivered to the contractor's authorized agent or representative. For such intimation to the contractor's site office, it shall be deemed to be sufficient enough to be served upon the contractor.

2) Eligibility criteria for participation in tender :-

- The intending Tenderers should produce credentials of a similar nature works of i) completed work of the minimum value of 40% of the estimated amount put to tender during

5(five) years prior to the date of issue of the tender notice or 2(two) similar nature of completed work, each of the minimum value 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice.

- Neither prospective Tendered nor any of the constituent partners had been debarred to participate in any Tender by the State/ Central Government, State /Central Government undertaking, Statutory/ Autonomous bodies constituted under the Central/ State statute during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. (A declaration in this respect has to be furnished by the prospective bidders as per prescribed format in non-judicial stamp paper, must be uploaded with both sides of Stamp Paper - Affidavit-Y).
- An affidavit mentioning the name of technical staff.
- Bidders are required to have Trade License, P-Tax Registration and GST Registration with Government of West Bengal.
- Up to date p-tax challan, EPF & ESI registration.
- Bidders shall be in similar business for more than 5 years
- Bidders are required to submit income tax return acknowledgement, audited balance sheet and p & I accounts for last 3 years.
- Agencies are required to give a detail work programmer in the form of a bar chart/work flow chart along with tender.
- All affidavits are required to be submitted with stamp paper both side scanned. Without both side scanned stamp paper participation of bidder will be disqualified during technical evaluation.
- Where an individual person submitting tender on behalf of a company or the firm of which he happens to be a director or partner, such individual person shall, while submitting any tender for and on behalf of such company or firm, invariably submit a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, to submit such tender. The Power of Attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.
- Contractors with experience who have worked with West Bengal Forest Department and West Bengal Zoo Authority for a period of at last 5(five) consecutive years with satisfactory performance

3) Incidental and other charges:

The cost of all materials, hire charges to tools and plants, labour, Corporation / Municipal fees for water supply, royalty for materials (if any), electricity and other charges of Municipalities or statutory local bodies, ferry charges, toll charges, loading and unloading charges, handling chargers, overhead charges and other charges like Sales Tax (Central and/or State), Income Tax, Octopi Duty / Terminal Tax, Turnover Tax, VAT, etc. will be deemed to have been covered by the rates quoted by the contractor. All other charges for the execution of the specified work, including supply of materials

and related carriage, complete or finished in all respect upto the entire satisfaction of the Engineer-in-Charge of the work. No extra claim in this regard beyond the specified rate as per work schedule whatsoever in this respect will be entertained.

4) Authorized Representative of Contractor:

The contractor shall not assign the agreement or sublet any portion of the work. The contractor may however, appoint an authorized representative in respect of one or more of the following purpose only.

- 5) General day to day management of work. Contractor shall submit work programme.
- 6) To attend measurements when taken by the Departmental Officers and sign the records of such measurements which will be taken of acceptance by the contractor.

The selection of the authorized representative shall be subject to the prior approval of the SAE concerned and the contractor shall in writing seek such approval of the SAE giving therein the name of work, Tender No., the Name, Address and the specimen signature of the representative whom he wants to appoint and the specific purposes as specified here-in-above, for which the representative will be authorized. Even after first approval, the SAE may issue at any subsequent date, revised directions about such authorized representative and the contractor shall be bound to abide by such directions. The SAE shall not be bound to assign any reason for his revised directions. Any notice, correspondences, etc. issued to the authorized representative or left at his address, will be deemed to have been issued to the contractor.

7) Power of Attorney:

The Provision of the power of attorney, if any, must be subject to the approval of the authority. Otherwise the authority shall not be bound to take cognizance of such power of attorney.

8) Extension of time:

For cogent reasons over which the contractor will have no control and which will retard the progress, extension of time for the period lost will be granted on receipt of application from the contractor before the expiry date of contract. No claim whatsoever for idle labour, additional establishment, enhanced cost of materials and labour and hire charges of tools & plants, etc. would be entertained under any circumstances. The contractor should consider the above factor while quoting his rate. Applications for such extension of time should be submitted by the contractor in the manner indicated in Clause-5 of the printed form of ZGA 2911.

9) Arrangement of Land:

The contractor will arrange land for setting up of Camp office, his go-down, store yard, labour camp etc. at his own cost for the execution of the work. Departmental land, if available and if applied for, may be spared for the purpose on usual charges as fixed by the Competent Authority.

10) Use of Garden Land:

Before using any space in Garden land for any purpose whatsoever, approval of the Director will be required. Garden land, if available and if applied for, may be spared for the purpose on usual charges as fixed by the Authority. The contractor shall make his own arrangements for storage of tools, plant,

equipments, materials, etc. of adequate capacity and shall clear and remove on completion of work, the shed, huts, etc. which he might have erected in Garden land. If after such use, the contractor fails to clear the land, garden authority will arrange to remove those installation and adequate recovery will be made from the the contractor ,in the manner as deemed fit by the authority.

11) Work Order Book :

The contractor shall within seven days of receipt of the order to take up work, supply at his own cost one Work Order Book to Engineering cell, who is authorized to receive and keep in custody the Work Order Book on behalf of the garden authority. The Work Order Book shall be kept at the site of work under the custody of Sub-Assistant Engineer or his authorized representative. The Work Order Book shall have machine numbered pages in triplicates. Directions or instruction from garden officers to be issued to the Contractor will be entered (in triplicate) in the Work Order Book (except when such directions or instructions are given by separate letters). The contractor or his authorized representative shall regularly note the entries made in the Work Order Book and also record thereon the action taken or being taken by him complying with the said directions or instruction on any relevant point relating to the work. The contractor or his authorized representative may take away the triplicate page of the Work Order Book for his own record and guidance.

Cases of supplementary items or any claims may not be entertained unless supported by entries in the Work Order Book or any written order from the Tender Accepting Authority.

The first page of the Work Order Book shall contain the following particulars:

- 12) Name of the Work.
- 13) Reference to contract number.
- 14) Contractual rate in percentage.
- 15) Date of opening of the Work Order Book.
- 16) Name and address of the Contractor.
- 17) Signature of the Contractor.
- 18) Name & address of the Authorized representative (*if any*).
- 19) Specific purpose(s) for which the contractor's representative is authorized to act on behalf of the Contractor.
- 20) Signature of the authorized representative duly attested by the Contractor.
- 21) Signature of the Sub Assistant Engineer concerned.
- 22) Date of actual completion of work.

23) Clearing of Materials:

Before starting any work, work site, where necessary, must be properly dressed after cutting clearing all varieties of jungles, shrubs, bamboo clusters or any undesirable vegetation from the alignment or site of works. On completion of works all temporary structure or obstruction including pipes in underground work, if any, must also be removed. All scars of construction shall be obliterated and the whole site shall be left in a clear and neat manner to the satisfaction of the SAE. No separate

payments shall be made for all these works, the cost thereof being deemed to have been included in the rates of various items of works quoted by the contractor in the schedule of probable items of works.

24) Water and Energy:

The contractor shall have to arrange at his own cost the energy required for operation of equipments and machineries, pumping set, illuminating work site, office, etc. that may be necessary in different stages of execution of work. No facility of any sort will be provided for utilization from the departmental sources. All cost for getting energy and / or for any purpose whatsoever will have to be borne by the contractor for which no claim will be entertained. However cost for energy /any other amenities will be recovered from the contractor' bill, if supplied by garden authority.

25) Amenities for contractors:

All materials, tools and plants and all labour (skilled and unskilled) including their housing, water supply, sanitation, light, procurement of food for staff & crews, medical aids, etc. are to be arranged by the contractor at his own cost. The cost of transport of labour, materials and all other incidental items as required for work shall also have to be borne by the Contractor without any extra claim from garden.

26) Serviceable Materials:

The responsibility for stacking the serviceable materials (as per decision of the SAE) obtained during dismantling of existing structures/roads and handing over the same to the SAE of work of this garden lies with the contractor and nothing will be paid on this account. In case of any loss or damage of serviceable materials prior to handing over the same to this garden, full value will be recovered from the Contractor's bill at rates as will be assessed by the SAE.

27) Unserviceable Materials:

The Contractor shall remove all unserviceable materials, obtained during execution at place as directed. The contractor shall dressed up and clear the work site after completion of work as per direction of the SAE. No extra payment will be made on this account.

28) Contractor's risk for loss or damage:

All risk on account of railway or road carriage or carriage by boat including loss or damage of vehicles, boats, barges, materials or labour, if any, will have to be borne by the contractor without any extra claim towards garden.

29) Idle labour & additional cost:

Whatever may be the reason for claim on idle labour, enhancement of labour rate, additional establishment cost, cost of Toll and hire and labour charges of tools and plants, railway freight, etc. would not be entertained under any circumstances.

30) Issue of Departmental Tools and Plants:

All Tools and Plants required for the work will have to be supplied by the Contractor at his own cost; all cost of fuel and stores for proper running of the Tools and Plants must be borne by the Contractor.

31) Realization of Garden claims:

Any sum of money due and payable to the contractor (including security deposit returnable to him) under this contract may be approached by the garden authority.

32) Compliance of different Acts:

The contractor shall comply with the provisions of the Apprentices Act, 1961, Minimum Wages Act, 1848. Contract Labour (Regulation and Abolition) Act 1970 and the rules and orders issued hereunder from time to time. If he fails to do so, SAE of the work may at his discretion, take necessary measure over the contract.

The Contractor shall also make himself liable for any pecuniary liabilities arising out on account of any violation of the provision of the said Act(s). The Contractor must obtain necessary certificate and license from the concerned Registering Office under the Contract Labour (Regulation & Abolition) Act, 1970.

The contractor shall be bound to furnish to the SAE all the returns, particulars or date as are called for from time to time in connection with implementation of the provisions of the above Acts and Rules and timely submission of the same, failing which the contractor will be liable for breach of contract and the SAE may at his discretion take necessary measures over the contract.

33) Safety, Security and Protection of the Environment:

The Contractor shall, throughout the execution and completion of the Works remove the defects therein at his own cost :

34) The contractor shall have full regard for the safety of all persons and the Works.

35) Provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the SAE for the protection of the Works or for the safety and convenience of the public or others,

36) Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation,

37) Commencement of work:

The work must be taken up within the date as stipulated in the work order and completed in all respects within the period specified in Notice Inviting Tender.

38) Precautions during works:

The contractor shall carefully execute the work without disturbing or damaging underground or overhead service utilities viz. Electricity, Telephones, Gas, Water pipes, Sewers etc. In case disturbances of service utilities is found unavoidable the matter should immediately be brought to the notice of the SAE and necessary precautionary measures as would be directed by the SAE shall be carried out at the cost and expenses of the contractor. If the service utilities are damaged or disturbed in any way by the contractor during execution of the work, the cost of rectification or restoration of damages as would be fixed by the SAE concerned will be recovered from the contractor.

39) Timely completion of work:

All the work must have to be completed in all respects within the time specified in Notice Inviting Tender from the date of commencement as mentioned in work order. Time for completion as specified in the tender shall be deemed to be the essence of the contract.

40) Force Closure:

In case of force closure or abandonment of the works by the Department the contractor will be eligible to be paid for the finished work and reimbursement of expenses actually incurred thereof by him but not for any losses.

41) Tender Rate:

The contractor should note that the tender is strictly based on the rates quoted by the Contractor on the priced schedule of probable item of work. The quantities for various other items of works as shown in the priced schedule of probable items of works are based on the drawing and design prepared by the Department. If variations become necessary due to design consideration and as per actual site conditions, those have to be done by the contractor at the time of execution at the

rate prescribed in the tender clause. **No conditional rate will be allowed in any case.**

42) Additional Conditions:

A few additional conditions under special terms and conditions:

43) Rate quoted shall be inclusive of clearing site as per direction of the Director.

44) Rate quoted shall be inclusive of West Bengal Sales Tax, Income Tax, Octroi and all other duties, if any.

45) The Contractor is to display caution board at his own cost as per direction of Director.

46) Deep excavation of trenches and left out for days shall be avoided.

47) Labour welfare CESS will be deducted @ 1% (*one percent*) of gross bill value as per rule.

48) Income Tax will be deducted from each bill of the contractor as per applicable rate and rules in force.

49) In accordance with the West Bengal Taxation Laws (amendment) Ordinance, 1993 amending the West Bengal Finance (Sales Tax) Act, 1994 necessary LWS will be deducted as per rate in force from the bill in addition to other deduction as per extent rules.

50) General:

The information given hereafter is without any prejudice. The intending bidders should satisfy themselves regarding the latest conditions of the site and its surroundings by personal check and investigation.

51) Name of Work:

As mentioned in N.I.T.

52) Location of Work site:

As mentioned in N.I.T.

53) Working condition:

During execution of work, contractor will remain responsible for providing unhindered passage to traffic on road adjacent to site, providing lighting and guarding arrangement during night for safety and no extra cost will be paid on this account.

It is to be noted that there will not be any electrical facility at work site. Bidder should make his own arrangement for water, necessary power of lighting, welding, running of pumps etc. and the cost for such arrangement shall be deemed to have been included in the rates quoted by the bidder.

Work shall have to be executed in accordance with the rules and regulations in vogue of Government of West Bengal and local authorities.

54) Specifications:

Details of Specifications to be followed in the Proposed Construction are given here-in-after, in the Schedule.

55) OEM guidelines

- a) The bidder must have at least 1 year experience during last 3 years for installation of CCTV Surveillance System of project value of at least Rs. 29 lakh / Work order for AMC of CCTV Surveillance System more than Rs. 2.5 lakh in the Central Govt. /State Govt. /Govt. undertakings/ Autonomous Body. Documents must be furnished.
- b) The bidder must have a registered office/branch office situated around Kolkata (address should be mentioned in Trade License / GST Certificate / MSME Certificate etc. to ensure better service) and should have work experience from Kolkata for at least 1 year experience during last 3 years for installation of CCTV Surveillance System of project value of at least Rs. 29 lakh / Work order for AMC of CCTV Surveillance System more than Rs. 2.5 lakh in the Central Govt. /State Govt. /Govt. undertakings/ Autonomous Body. Documents must be furnished.
- c) Since a large portion of existing CCTV accessories of this office is Hikvision on made, the OEM certificate of Hikvision should have to be produced by the bid der. Documents must be furnished.
- d) Since the type of AMC is non-comprehensive, if any defected accessory is required to be changed, that should be replaced by the same brand or equivalent /higher quality as available in the market and the actual cost of such replacement of accessory whenever required will be borne by this office on production of original bill.
- e) If any accessory of CCTV Surveillance System is required to be taken out from this office, with due approval, for repair/replacement, only the actual cost of such repair/replacement will be borne by this office; no extra cost in this regard will be entertained.
- f) The bidder(s) qualified for Technical Bid may have to appear before the committee of this office and if required, demonstration may also have to be presented. Subject to satisfactory performance before the committee along with other criteria, the bidder(s) will be qualified for the Financial Bid.
- g) Visit for prevention/checking/correction of the CCTV Surveillance System of this office by the selected bidder as a remedial measure must be conducted at least twice a month and a

certificate against each such visit regarding the current status of the system mentioning the period of CCTV footage retention will have to be produced to this office.

- h) Service & Support Dedicated /toll Free Telephone No. for Service Support: BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

**FORM – I
APPLICATION**

**To
Director
Zoological Garden, Alipore
Kolkata-700 027**

Subject: Name of the work with E-tender reference No. - . Reference: (N.I.T No.)_____

Dear Sir/Madam,

Having examined the statutory and NIT documents; I/We hereby submit all necessary information and relevant documents for evaluation.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

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

I/We understand that

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

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

Enclosure:

- (1) Technical Proposal (Envelop/Folder)

Signature of authorized officer of the Farm:_____

Title & Capacity of the officer:_____

Name of the Firm with Seal:_____

FORM – II
STRUCTURE AND ORGANISATION

1. Name of the applicant (Tenderer):

2. Office Address:

Telephone No.:

Fax No.: e-mail :

3. Name and address of Bankers:

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

:
Date: _____

Signature of authorized officer of the Farm: _____

Title & Capacity of the officer: _____

Name of the Firm with Seal: _____

Note: 1. Application covers Proprietary Farm, Partnership, Pvt. Ltd. Company or Corporation.

FROM – IV
FINANCIAL STATEMENT

Name of Applicant:

Summary of Annual Turnover based on the audited financial statement of the last three financial years. (Attach copies of the audited financial statement of the last three financial years)

	Year2023-2024 (Rs. In Lakh)	Year2024-2025 (Rs.In Lakh)	Year2025-2026 (Rs. In Lakh)
a)Annual Turnover			
b)Average Turnover			

Certified and Signed by the

Chartered Accountant of the

Firm Sign by:-

Membership No:-

Name of the Officer

.....

Name of the Firm with Seal

AFFIDAVIT – “Y”

(To be furnished in Non-judicial stamp paper of Rs. 10.00 (Rupees Ten Only) duly notarised after publication of E-NIT & e-NIT No. & date should be mentioned in the body of Affidavit)

- 1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. I have all machineries as per NIT & all will be at site during entire period of work. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
- 2) The under-signed also hereby certifies that neither our firm M/S..... nor any of constituent partner had been debarred to participate in tender by the any Government Department during the last 5 (five) years prior to the date of this N.I.T. I/We have presently.....nos of works in my hand & I would finish the work in time.
- 3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
- 4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.
- 5) Certified that I have applied certified that I have applied in the tender in the capacity of individual/ as a partner of a firm/authorized representative of company or society and I will not handover the job to any other person except my employee to supervise.

Date: _____

Signature of authorized officer of the firm: _____

Title & Capacity of the officer: _____

Name of the Firm with Seal: _____

Enclosure:

(1) Statutory Documents

(2) Non Statutory Documents