

## FORM 'B'

**CHHATTISGARH STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.**  
**First Floor, Udyog Bhawan, Ring Road No.-1, Telibandha, Raipur(C.G.) - 492006.**

## ITEM RATE TENDER AND CONTRACT FOR WORKS

Issued to Shri/M/s.:.....

Class of Contractor:- ..... Registration ..... Date .....

Name of work :- “ Sprinkling of Water through tractor Water Tanker for Air Quality improvement at Industrial Area Borai Distt. Durg (C.G.) complete for 1 year from the date of work order. ”

Amount of Contract :- **Rs. 50.65 Lacs.**Amount of E.M.D. :- **Rs. 38,000/-**Cost of Tender Form :- **Rs. 3540/- (with 18% G.S.T.)**

Vide M.R. No. &amp; Date .....

Time Allowed for Completion :- 12 Months Including rainy season (16<sup>th</sup> June to 15<sup>th</sup> October)

Division :- CSIDC, Technical Section, Division-04

Sub-Division :- .....

**General Rules and Directions for the Guidance of Contractors**

1. All works proposed for execution by contract will be notified in a form of invitation to tender posted in public places and signed by the authority inviting the tenders.  
 This form will state the work to be carried out as the date for submitting and opening tenders and the time allowed for carrying out the work, also the amount of the earnest money to be deposited with the tender and the amount of security deposit to be deposited by the successful tenderer and the percentage if any to be deducted from bills. Copies of specifications, drawings and a Schedule of quantities and rates of the various descriptions of work and any other documents required in connection with the work, signed for the purpose of identification by the authority competent to approve the tender shall also be open for inspection by the contractor at the office of the authority inviting the tenders during office hours.
2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof or in the event of the absence of any partner it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney should be produced with the tender and it must disclose whether the firm is duly registered under the Indian Partnership Act.
3. Any person who submits a tender shall fill up the usual printed form stating at what rate he is willing to under take each item of work. Tenders which propose any alteration in the work specified in the said form of invitation to tender or in the time allowed for carrying out the work or which contain any other conditions of any sort will be liable to rejection, unless there is specific provision in the conditions of the Notice Inviting Tenders e.g. in three cover system. No single tender shall include more than one work but contractors who wish to tender for two or more works shall submit a separate tender for each. Tender shall have the name and number of the work to which they refer, written outside the envelope.
4. The authority receiving tenders or his duly authorised assistant, will open tenders in the presence of any attending contractors or his authorized representative, who may be present at the time and will enter the amounts of the several tenders in a comparative statement in a suitable form. Receipts for earnest money will be given to all tenderers except those tenders which are rejected and whose earnest money is refunded on the day the tenders are opened.
5. The Officer competent to decide of the tenders shall have the right of rejecting all or any of the tenders.
6. The receipt of a clerk for any money paid by the contractor will not be considered as any acknowledgement of payment to the A.M./Manager(Accounts), C.S.I.D.C. authority and the contractor shall be responsible for seeing that he procures a receipt signed by that authority or any other person duly authorised by him.
7. The memorandum of work tendered for, and the schedule of materials to be supplied by the C.S.I.D.C. and their issue rates shall be filled in and completed before the tender form is issued. If a

form is issued to an intending tenderer without having been so filled in and completed, he shall request the office to have this done before he completes and delivers his tender.

### TENDER FOR WORK

I/We hereby tender for the execution to the C.S.I.D.C. of the works specified by in the under written memorandum within the time specified in such memorandum at the rates specified there in and in accordance in all respect with the specifications, designs, drawings and instructions in writing referred to in rule I here of and in clause 12 of the annexed conditions, and with such materials as are provided for by and in all other respects in accordance with such conditions so for applicable.

### MEMORANDUM

(a) Name of work :- “ Sprinkling of Water through tractor Water Tanker for Air Quality improvement at Industrial Area Borai Distt. Durg (C.G.) complete for 1 year from the date of work order. ”

(b) Probable amount of Contract :- Rs 50.65 Lacs

(c) Earnest money :- Rs. 38,000/-

(d) Security deposit (including earnest money) .....

(e) Percentage if any to be deducted from bills .....

(f) Time allowed for the work 12 **Months** Including rainy season

(from 16th June to 15th October) (deleted which ever is not necessary)

### (SEE DETAILS IN "SCHEDULE OF ITEMS" - ANNEXURE "E" ENCLOSED)

Should this tender be accepted I/we hereby agree to abide by and fulfill all terms and provisions of the said conditions of the contract annexed here to as far as applicable or in default, there of to forfeit & pay to the M.D. C.S.I.D.C. or his successors in office the sums of money mentioned in the said condition. A separate sealed cover duly super scribed containing the sum of Rs. .... as earnest money the full value of which is to be absolutely forfeited to the said E.D./M.D. or his successors in office without prejudice to any other rights or remedies of the said E.D./M.D. or his successors in office should I/we fail to commence the work specified in the above memorandum or should I/We not deposit the full amount of security deposit specified in the above memorandum, in accordance with clause 1 of the said conditions of the contract, otherwise the said sum of Rs. .... shall be retained by C.S.I.D.C. on account of such security deposit as aforesaid or the full value of which shall be retained by C.S.I.D.C. on account of the security deposit specified in clause 1 of the said conditions of the contract.

Signature of witness to Contractr's Signature

Signature of the Contractor before  
submission of tender

Dated the ..... day of  
.....200

Dated the .....day of  
.....200

Address of the witness .....

Occupation of the witness .....

The above tender is hereby accepted by me for and on behalf of the Managing Director C.S.I.D.C. Dated the  
..... 200 day of ..... 200 .....

(If several sub works are included, they should be detailed in a separate list.)

Signature of the Officer by whom accepted  
(Designation with seal of office)

## APPENDIX 2.10

### **CHHATTISGARH STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.**

**First Floor, Udyog Bhawan, Ring Road No.-1, Telibandha, Raipur(C.G.) - 492006.**

#### **DETAILED NOTICE INVITING TENDER**

(IN FORM: .....(B).....A, B & C FOR CONSTRUCTION AND MAINTENANCE WORKS)

1.1. Sealed tenders are invited in Form A/B/C online from, Contractors registered in ..... to .....class with Chhattisgarh P.W.D./CSIDC as well as on CSIDC website <http://csidc.etenders.in> on behalf of the M.D. of Chhattisgarh State Industrial Development Corporation for the following work as per schedule of rates for Roads/Building/Bridges/Electrical Works issued by ..... in force from ..... and amended up to date of issue of NIT. The tender documents can be purchased from the CSIDC website <http://csidc.etenders.in> directly through online or from the office of the CSIDC by the payment of the cost of tender form on or before date ..... up to ..... P.M. Cost of tender form Rs..... (For tenders online). Rs. ..../- (For manual tenders)

**For on line tenders:-** The bid seals (hash) of the online bids required to be submitted by the bidders have to be generated and submitted after signing them with digital signatures on the system up to ..... P.M. on date ..... then only the On line tenders of those contractors will be received on the CSIDC website from ..... P.M. on date ..... up to ..... P.M. on date .....

Contractors have to submit copies of Commercial Tax Registration Certificate, Revenue Solvency Certificate, financial capacity Certificate from any schedule Bank, Valid Registration Certificate and other required documents alongwith the Earnest Money Deposit in a separate envelope and the same should reach the CSIDC office before date ..... up to ..... P.M. by registered A.D./Speed post.

As the bids of the contractors have to be digitally signed by the contractor before submitting the bids Online, the bidders are advised to obtain Digital Certificates in order to bid for the work.

**Note:-** For online purchase of tender document application letter is not required.

**For Manual Tenders:-** The application letter for purchase of tender document will be accepted along with copies of Commercial Tax Registration Certificate, Revenue solvency certificate, financial capacity certificate from any scheduled Bank, Valid Registration Certificate and other required documents in a separate Envelope in the office of the Executive Engineer, Division-01, Raipur on or before date 21/01/2015 up to 2.00 P.M. Sealed tenders should reach to office of the Executive Engineer, Division-01, Raipur on or before date 22/01/2015 up to 3.00 P.M. by Registered A.D./Speed Post with Earnest Money Deposit (in separate envelope).

1. Name of the Work - “ Sprinkling of Water through tractor Water Tanker for Air Quality improvement at Industrial Area Borai Distt. Durg (C.G.) complete for 1 year from the date of work order. ”

2. Probable amount of contract : **Rs. 50.65 Lacs**

3. Amount of earnest money : **Rs. 38,000/-**

4. Time allowed for completion ..... 12 Months Including rainy season (16<sup>th</sup> June to 15<sup>th</sup> October)

1.2 The electrical work shall be executed by civil contractor by engaging the person(s) only who possess proper valid electric license issued by the competent authority of the state Government. He shall also attach a copy of the license before starting electrical items of work.

1.2.1 Where the contract for civil works of any building includes electrical works also, the Executive Engineer, CSIDC Limited, Raipur would be the Engineer-in-Charge, in so far as electrical works component is concerned.

1.2.2 The E.D./M.D. referred to clause 13 of appendix 2.13 or appendix 2.14 (Agreement in form 'A' & 'B' respectively) would refer to the E.D./M.D., CSIDC Limited, Raipur so far as the electrical component of the work is concerned.

- 1.3 Not more than one tender shall be submitted by any contractor or by a firm of contractors.
- 1.4 No two or more concerns in which an individual is interested, as a proprietor and/or partner shall tender for the execution of the same work. If they do so all such tenders shall be liable to be rejected.
- 1.5 The authority competent to accept the tenders shall be as provided in Para 2.094 WD volume-I.
- 1.6 The tender document consisting of plans, specifications, schedule(s) of quantities of the various items of work to be done, the conditions of contract and other necessary documents together with addressed envelopes to be used for return of forms and other documents will be open for inspection and issued/sold on payment of Rs..... up to close of office hours of .....
- 1.7 The copies of others drawings and documents pertaining to the work signed for the purpose of identification by the accepting office or his accredited representative and samples of materials to be arranged by the contractor will be open for inspection by tenderers at the office of CSIDC Limited, Raipur during working hours between up to the date mentioned in clause 1.1 & 1.6 above.
- 1.8 Tenders shall not be received by any other means like ordinary post or personal delivery.
- 1.9 Any manual tender received through registered post (AD.), Speed post after close of office hours of the prescribed dead line for receipt of tenders shall not be received from the postman and or if received shall be returned back to the tenderer unopened. All other tenders received before the prescribed deadline for receipt of tenders shall be in kept in safe custody with the Senior Assistant/Senior Accounts Clerk of technical section of the office of the CSIDC Ltd., Raipur till the prescribed time for opening of tenders. On line **tenders shall be opened** on date ..... at ..... A.M./P.M. at the CSIDC, Raipur before the contractors or his authorized representative intending to be present.
- 1.10 All manual tenders received after the prescribed deadline shall be returned back unopened after subscribing the following remarks with dated initials by Executive Engineer or Senior Assistant/Senior Accounts Clerk.  
"Received late on date..... at .....A.M./P.M. hence not entertained and returned".
- 1.11 **NOTES FOR GUIDANCE OF THE DEPARTMENTAL OFFICERS ONLY**  
Note(I): Fill in the blanks and strike out whichever is not applicable carefully before issue of N.I.T. for publication and display on the notice board as well as before sale/issue to intending tenderers.  
Note(II): Unless the tender forms with complete documents are fully prepared and ready for delivery to intending tenderers, the notice shall not be displayed on the notice board nor sent for publication in the press.  
Note(III): All tenders received after the deadline shall be noted in the register to be maintained in the concerned office & shall be counter signed by the head of office in the following format.

S.No.	Name of Work	Time & date of receipt	Initial of person who returned the tender	Date initials of the head office
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Note(IV): The names of tenderer(s) or their authorized representative present at the time of opening of tender(s) shall be noted in a register and their signature obtained in token of their presence. Rates and conditions, if any, offered by the tenderer(s) shall be read aloud by the officer opening the tender(s), so that the same can be noted by the tenderers or their representatives, if they so desire. The rates as well as conditions contained in the forwarding letter or separately attached to the tender(s) be read out, may also be got signed by all the tenderers or their representatives who might be present. If they so desire. Comparative statements when ready (this should be as far as possible be got ready on the date after opening tenders) should also be exhibited publicly to the tenderers or their representatives.

Note(V): The officer opening the tender(s) should mark every tender under his dated initials by the fraction, the denominator of each will show the order in which the tenders are opened and the numerator will show the total number of tenders received. This should be done invariably on the first page of the tender form and on page (2) where the tenderers are to sign as well as pages of schedule of items. (Annexure-E) attested and number the corrections and overwriting on each in tender with dated initials. If some words or figure is/are corrected more than once, then all of such corrections must be initialed with date.