



GOVERNMENT OF WEST BENGAL
Directorate of Forests
Office of the Divisional Forest Officer,
RUPNARAYAN DIVISION.
Rangamati, Midnapore. PO-Vidyasagar University,
Dist – Paschim Medinipur. Pin-721102.

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Quotation for "Supply of food Items within the jurisdiction of Rupnarayan Division" RANGAMATI, MIDNAPORE.

No. 689 /2- Quot Dated The Midnapore 18/05/18

Often it is seen that various kinds of training/workshops are required to be arranged from this end. Sometimes it is related to the procedures of implementation of development works; sometimes it is related to IFMS and HRMS, some it is related to wildlife depredation and JFMC management. As these kinds of works/training continue for the whole day, it is required to provide working lunch to the participants. Thus In pursuance to the G.O No-5400-F(Y) dt 25/6/12 and its subsequent amendment No-2254-F dt 24/4/14, the Divisional Forest Officer RUPNARAYAN Division, Rangamati, Midnapore, on behalf of Governor of West Bengal, invites **cluster wise quotations** from bonafide, resourceful suppliers/contractors for carrying out the following works at various Ranges of Rupnarayan Division as per following location details & estimates.

Sl No	Item of Works	Rate	Quantity	Amount	Cluster	Remarks
1	Serving Tea & Biscuits to the participants	10	100	1000	Divn Hq-1	1. The supplied items must be fresh and eatable. 2. Supply should be as per requirement 3. Intending bidder/s should be in a position to supply food within 24 Hrs Notice 4. Successful bidder/s should be in a position to supply 20% additional food instantly 5. Security money@5% of the offered rate may be availed from the successful bidder/s subject to discretionary power of the undersigned
					Dhadika-2	
2	Supply of working lunch with Rice(250 Gm), Dal, Alufry/Mixed veg and Fish Curry (200 Gm /Piece)	150	100	15000	Chawkparbati-3	
					Amlagora-4	
					Patrisole-5	
3	Supply of working lunch with Rice(250gm), Dal, Alufry/Mixed veg and Chicken Curry (250 Gm /Piece)	140	100	14000	Hoomgarh-6	
					Amlasuli-7	
					Mahalisai-8	
4	Supply of working lunch with Rice(250gm), Dal, Alufry/Mixed Veg and Mutton Curry (250 Gm /Piece)	200	100	20000	Rooparghagra-9	
					Goaltor-10	
					Barpatasole-11	
					Ramgarh-12	
	Total			50,000		

Intending quotationers are requested to submit their quotations by name "Shri Arnab Gupta, W.B.F.S, D.F.O., Rupnarayan Division", Rangamati, Midnapore from 21 /05//2018 to 07 /06/2018 from 11.00 AM to 4.00 PM on the working days and will be opened on 07 /06/2018 at 5.00 p.m in the presence of the quotationers as remain present. Quotations shall be submitted at the quotation box only, ear-marked for the purpose. The quotationers shall have to enclose valid I.T., VAT/GST Clearance certificate with their quotation.

FORMAT FOR SUBMITTING QUOTATION


Quotation No & date	Sl No	Item of Works	Maximum Admissible Amount for each programme for 100 persons(Rs)	Offered Rate for each programme for 100 Persons	Cluster
705/2-Quot dt 16/05/17- supply of food Items	1	Serving Tea & Biscuits to the participants	1000		
	2	Supply of working lunch with Rice(250 Gm), Dal, Alufry/Mixed veg and Fish Curry (200 Gm /Piece)	15000		
	3	Supply of working lunch with Rice(250gm), Dal, Alufry/Mixed veg and Chicken Curry (250 Gm /Piece)	14000		
	4	Supply of working lunch with Rice(250gm), Dal, Alufry/Mixed Veg and Mutton Curry (250 Gm /Piece)	20000		

Terms & Conditions.

1. Quotation is floated with an anticipation of administrative and financial approval from appropriate authority. If approval is not received or fund is not there, the quotation shall be cancelled outright without assigning any further reason. Work order, after completion of due formalities shall be issued accordingly. Payment for availing quotation paper, if any shall not be refunded under any circumstances.
2. The intending bidders shall be allowed to participate in any or all of the clusters of his/her own choice. However, he must possess credentials of similar nature of job not more than 3 years old. The financial credentials should be at least 60% of the maximum admissible rate for maximum 3 contracts within this 3 years span. He must also possess sufficient manpower to implement the work.
3. The cluster and location shown in the notice are indicative in nature. Location may vary as per exact field situation. Successful bidder/s shall have to make their own arrangement to carry out the works in new location (Nearest possible location from the cluster for which he/she has opted) on their own. No claim of excess payment shall be entertained in such cases.
4. Rate quoted should be inclusive of all Taxes and statutory deductions for the time being in vogue
5. Intending bidder shall be allowed to participate in any or all of the clusters, subject to having the requisite financial potential which should be at least 60 % of estimated costs of the cluster/s he/she is willing to

participate calculated for a single contract. It is expected that the intending bidders should be conversant with the similar nature of jobs.

6. In general the lowest rate will be accepted for each cluster. However, the undersigned is not bound by the lowest rate.
7. It is mandatory to pay Minimum Wage, if any, as per the latest Minimum Wage Act.
8. The Divisional Forest Officer, Rupnarayan Division, shall have the liberty to cancel any part/cluster or the entire quotation without assigning any reasons thereof.
9. The requisite certificate such as PAN, VAT/GST, Bank A/c Details shall have to be submitted along with quotation.
10. Security, as applicable, shall have to be deposited by the successful bidders.
11. Work Order shall be issued as per exact field situation. Bill shall be processed as per actual work done in the field and not based on lowest rate quoted only, subject to the limit mentioned in the table above.
12. Work should be done as per requirement. The successful bidder/s should be in a position to carry out orders within 24 Hrs from the information of programme. He /She should also be in a position to supply additional 20% of the food items instantly. Payment should be made as per actual food supplied during the programme.(Per Plate & cup basis in general).
13. Work Order shall be issued as per exact field situation. Bill shall be processed as per actual work done in the field and not based on lowest rate quoted subject to the limit mentioned in the table above.
14. It shall be the discretionary power of the undersigned to impose penalty to the tune of 10% of the total value of the work in case of supply of poor quality food/waste food/foods not eatable.
15. The quotationer/supplier/contractor should have valid license from concerned authority.
16. Sample, if applicable, should be supplied to the AFR section before quoting the rate through quotation.
17. Delivery of the materials should be free of cost.
18. The rate offered should be valid for 6(Six) months. However the same can be increased up to 1 year subject to satisfactory service of the quotationer.
19. Actual work at field level shall be dependent on the field level situation as per recommendation of the concerned Range Officer. Payment will be made based on actual supply / work done.
20. It shall be the responsibility of the successful bidder to pay minimum wages to the labourers engaged for the work. In no case minimum wages shall be compromised under any circumstances.
21. Concerned Range Officer will be at his liberty to engage skill labourers from among the FPCs; but payment as per minimum wage act, shall be required to be made by the contractor concerned.
22. If required, and if decided by the Range Officer concerned, payment to the labourers shall be given directly to the respective bank accounts of the labourers. Successful bidder shall not have any say regarding the matter.
23. In that case bill shall be prepared accordingly based on the certificate provided by the concerned Range Officer in this regard referring the same quotation no. & work order no.
24. Work order will be issued to the successful quotationer as and when required and subject to availability of fund from appropriate authority.
25. In no case, the Department of Forest, any staffs of Rupnarayan Division, shall be held responsible for any accident/death of the labourer engaged in the field during the time of work. Safety and security shall be exclusively the concern of the successful bidders and he/she shall have to pay the compensation for such incidences as per existing rules.


Divisional Forest Officer,
Rupnarayan Division
Rangamati, Midnapore

No. 689 /2- Quot

Dated

The

Midnapore

18/05/18

1. The Chief Conservator of Forests, Western Circle, West Bengal.
2. The District Magistrate, Paschim Medinipur.
3. The Superintendent of Police, Paschim Medinipur.
4. The Sub-Divisional Officer, Sadar, Paschim Medinipur.
5. The Treasury Officer, Midnapore Treasury
6. All Divisional Forest Officer's, Western Circle, West Bengal.
7. The Treasury Officer, Midnapore Treasury.
8. The Block Development Officer, _____ Block.
9. The Assist. Divisional Forest Officer, Rupnarayan Division.
10. The Head Clerk, Rupnarayan Division.
11. The Budget, Accounts & Revenue Section.
12. AFR, Rupnarayan Division.
13. All Range Officers (Territorial), Rupnarayan Division.
14. Notice Board, Rupnarayan Division.


Divisional Forest Officer,
Rupnarayan Division,
Rangamati Medinipur