



GOVT. OF ASSAM  
OFFICE OF THE ADDL.PRINCIPAL CHIEF CONSERVATOR OF FORESTS-CUM-CHD  
BODOLAND TERRITORIAL COUNCIL, KOKRAJHAR.

### BIDDING DOCUMENTS

(Invitation for Bid, Instruction to Bidders, Form of Bid, Qualification Information,  
Condition of Contracts, Technical Specifications, Bill of Quantities)



GOVT. OF ASSAM  
OFFICE OF THE ADDL.PRINCIPAL CHIEF CONSERVATOR OF FORESTS-CUM-CHD  
BODOLAND TERRITORIAL COUNCIL, KOKRAJHAR.

No.FGW.275/Const. of Work/2025-26/25,

Dt. 02/01/2026.

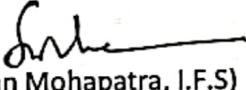
Tender No. Forest/04/2025-2026

**INVITATION FOR BIDS (IFB)**

The Addl. Principal Chief Conservator of Forests cum CHD, BTC invites E-tender from the Contractor/ Registered Firms for 'Erection of Fencing with RCC Cement Post at Lal Khura within Atharokhota RF' under Social Forestry Division, Kokrajhar, registered with Public Works Department (Building), Assam /Contractors registered with Bodoland Territorial Council in the category of Class-II or above for the following works:-

Sl. No.	Name of Scheme	Estimated Amount	Time of completion	EMD	Processing Fees
1	Erection of fencing for 4771 running meter with RCC Cement post at Lal Khura within Atharokhota RF under Basugaon & Sabkata SF Beat range under Social Forestry Division, Kokrajhar under CAMPA APO 2025-26.	7924631.00	60 days	2% for GEN, 1% for ST/SC/OBC of the estimated amount	1900.00

1. The Bids (both Technical and Financial) are to be submitted online in the website <http://assamtenders.gov.in>. Manual Bids will not be accepted. Cost of Bid Document and earnest Money Deposit must be transferred online. A proof of online payment along with one hard copy of Technical Bids with all supporting documents for the purpose of physical verification must be submitted manually as specified in the bid documents as per bid schedule.
2. Cost of Bid Document (Non-Refundable) must be paid online.
3. Bids must be accompanied by Bid Security of an amount specified for the work as EMD in the above table must be paid online (Refundable).
4. Bidders may open User ID and Password by registering online at the website <http://assamtenders.gov.in> for online submission of bids. Bidders who do not have Digital Certificate may acquire the same from approved providers under NIC in order to enable to participate in the bidding process.

  
(Suman Mohapatra, I.F.S)

Addl.Principal Chief Conservator of Forests-cum-CHD  
Bodoland Territorial Council, Kokrajhar.

1. The Principal Secretary, BTC, Kokrajhar for kind information.
2. The CEO, CAMPA, State Assam for kind information.
3. The Regional Officer & CHD, Information and Public Relations, BTC, Kokrajhar for his kind information & wide circulation in one issue of widely circulated dailies in the state namely-Assamese language on or before 10-01-2026
4. The Deputy Commissioner, Kokrajhar District for kind information.
5. The Computer Programmer, BTC, Secretariat Bodofa Nwgwr, Kokrajhar for information. He is requested to up-load the matter at BTC Website ([www.bodoland.in](http://www.bodoland.in)) on or before 10-01-2026
6. Office Notice Board.



(Suman Mohapatra, I.F.S)  
Addl.Principal Chief Conservator of Forests-cum-CHD  
Bodoland Territorial Council, Kokrajhar.

**GOVT. OF ASSAM**  
**OFFICE OF THE ADDL.PRINCIPAL CHIEF CONSERVATOR OF FORESTS-CUM-CHD**  
**BODOLAND TERRITORIAL COUNCIL, KOKRAJHAR.**

No.FGW.275/Const. of Work/2025-26/ES,

Dt. 08/01/2026.

**PRESS NOTICE**

**Tender No.Forest/04/2025-2026**

The Addl. Principal Chief Conservator of Forests cum CHD, BTC invites E-tender from the class I & II Contractor/Registered Firms for 'Erection of Fencing with RCC Cement Post at Lal Khura within Atharokhota RF' under Social Forestry Division, Kokrajhar.

Details may be seen at website <http://Assamtenders.gov.in> and also at the office of the undersigned during office hours.

Sl. no	Name of Work	Name of Division	Name of RF/location	Area in (Ha)	Perimeter (RM)	Amount in Rs.	Earnest Money	Security	Period of Completion
1	"Erection of fencing for 4771 running meter with RCC Cement post at Lal Khura within Atharokhota RF under Basugaon & Sabkata SF Beat range under Social Forestry Division, Kokrajhar under CAMPA APO 2025-26",	Social Forestry Division,Kokrajhar	Lal Khura under Atharokhota RF	80	4771	7924631	2% for GEN,1% for ST/SC/OB C of the estimated amount	9% of the project cost	60(sixty) days

**Major Terms of Reference:-**

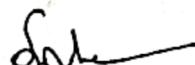
1. The work order will be served as per the decision of the Circle Level Tender Assessment Committee.

**Technical Bid**

1. PAN Card (self attested)
2. GST Registration Certificate (self attested)
3. IT Returns of last 1(one) year (2024-2025)

**Financial Bid**

1. The limit for financial bid value shall be between (-) 10% to (+) 10 Percent of the internal estimate. Any bids beyond above and limits shall be out rightly rejected at the time of opening of the financial bid.



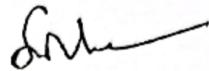
(Suman Mohapatra, I.F.S)

Addl.Principal Chief Conservator of Forests-cum-CHD

 Bodoland Territorial Council, Kokrajhar.

Copy to:-

1. The Principal Secretary, BTC, Kokrajhar for kind information.
2. The CEO, CAMPA, State Assam for kind information.
3. The Regional Officer & CHD, Information and Public Relations, BTC, Kokrajhar for his kind information & wide circulation in one issue of widely circulated dailies in the state namely-Assamese language on or before 10-01-2026
4. The Deputy Commissioner, Kokrajhar District for kind information.
5. The Computer Programmer, BTC, Secretariat Bodofa Nwgwr, Kokrajhar for information. He is requested to up-load the matter at BTC Website ([www.bodoland.in](http://www.bodoland.in)) on or before 10-01-2026
6. Office Notice Board.



(Suman Mohapatra, I.F.S)

Addl.Principal Chief Conservator of Forests-cum-CHD  
Bodoland Territorial Council, Kokrajhar.

TENDER SCHEDULE

Tender No. Forest/04/2025-2026

Sl.No	Scheduled	Start Date	Start Time	End Date	End Time
1	Tender Publishing	09-01-2026	3.00 PM	-	-
2	Tender download	09-01-2026	3.00 PM	29-01-2026	3.00 PM
3	Seek Clarification	09-01-2026	3.00 PM	29-01-2026	3.00 PM
4	Bid submission	09-01-2026	3.00 PM	29-01-2026	3.00 PM
5	Technical Bid Opening	29-01-2026	3.30 PM	-	-

**Note:-**

1. In the event of any Holiday, same time on the next working day shall be taken in to account.
2. Technical Bid submitted manually will be accepted till 29-01-2026 up to 3.00 PM.

Online mode of submission of Technical and Financial Bid is mandatory. Manual submission of Financial Bid will not be accepted. The date of Financial Bid Opening shall be notified later.



(Suman Mohapatra, I.F.S)

Addl. Principal Chief Conservator of Forests-cum-CHD  
Bodoland Territorial Council, Kokrajhar.

## Submission of Tender

Tender to be submitted in two parts, i.e. Part-I (eligibility of bidder) and Part-II (Price bid) in the portal [www.assamtenders.gov.in](http://www.assamtenders.gov.in).

Part-I and Part-II tenders should be submitted separately for each work.

### A. PART - I TENDER

The bidder shall furnish the following documents signed on all pages with seal together with the details and certificates required therein and upload them in the portal [www.assamtenders.gov.in](http://www.assamtenders.gov.in).

1. Detailed tender Notice of the work duly self-attested on each page.
2. Copy of Registration Certificate up to date Renewal.
3. Copy of PAN Card self-attested.
4. Copy of GST registration certificate self-attested
5. GST Returns latest
6. EPF
7. Labour Registration
8. Bank Solvency / Financial Soundness
9. Up to date income Tax Returns of last 3 years
10. Annual Turn Over Certificate
11. Similar experience
12. Affidavit
13. Caste Certificate, *if any*
14. The tenderer should attach *necessary documents* in original.

### B. PART - II TENDER

Price bid will be submitted by the bidder in the portal [www.assamtenders.gov.in](http://www.assamtenders.gov.in) in the required format.

1. The office inviting the tender reserves the right to accept/reject any or all of the tenders without assigning any reason thereof.
2. If the Bidder is a firm, a copy of the partnership deed and its Registration certificate shall be filed along with the Tender documents. If the Bidder is a Co-Operative Society, it should furnish certified copy of the Certificate of Registration from the Registrar of Co-Operative Societies.
3. The tender shall be signed by the Bidder himself or by his authorized agent. In the latter case, a certified copy of the power of attorney under which the said agent is authorized should also be filed. In the case of a firm, all the partners or such or any of them as are authorized under the Deed of partnership should sign. In case of a Co-operative Society the Tenders should be signed by a person duly authorized by its General Body. A Certified true copy of the resolution of the General Body authorizing the person to sign the Tender should be attached.
4. Intimation about the acceptance of the tender and all other communications shall be sent to the bidder at the address and at E-mail given by him in his tender. Assam Forest Department shall not be responsible if the communication sent to that address by post does not reach the bidder.
5. The tenders submitted by bidders shall remain valid for acceptance for a period of four months from the last date of submission of tender. However, this period can be extended with the consent of both parties. During the said period of four month or the extended date as the case may be, the bidder shall not be entitled to revoke or cancel his tender or to vary the tendered rates given or any terms thereof, without the written consent of the office inviting the tender.
6. The department's decision regarding the eligibility, adequacy of experience, financial capability and other infrastructure requirements for carrying out the work within the prescribed period shall be final and binding on the bidder

## 1- TENDER CONDITIONS

(E-tender procedure shall be followed for works costing more than the limit fixed by the Government of Assam from time to time. In case Tender Value is more than prescribed limit. Tender shall be done through e-tendering mode)

1.1. Daily Diary (DD) shall mandatorily be maintained by the contractor mentioning about the number of mandays generated and quantum of works done. DD is to be countersigned against the work done by contractor for each day by designated forest field staff. It will be signed by the Range Officer twice every week and shall be signed once in 15 days by the DFO, nos. of labours engaged daily to be furnished in the daily diary.

1.2. Works has to be carried out strictly as per norms and nos. of labours mention in the norms must be engaged.

1.3. Cost of additional transportation/ labour etc. to the work site has to be borne by successful tenderer at his/her own risk for which no subsequent request shall be accepted.

1.4. The tender must be accompanied by the following items without which no tender shall be considered for acceptance.

a. The successful tenderers must pay 9% of the estimated cost **Security Deposit** in the form of Bank Draft / Fixed Deposit of any scheduled bank duly pledged in favour of the Divisional Forest Officer, Social Forestry Division, Kokrajhar.

Tenderers entitled to preferential treatment should clearly state in the tender to which Scheduled Caste/Scheduled Tribes or Other Backward Classes he/she belongs to. A **Certificate** from the President of the SC/ST or OBC Board as the case may be, countersigned by the Deputy Commissioner of the District or the Sub-Divisional Officer (Civil) of the Sub-Division to which the tenderer belongs to should be submitted along with his/her tender in support of his/her claims for belonging to such communities without which no consideration as per clause of this notice shall be made.

Valid **Income Tax Clearance Certificate** for last 5 (five) years & **PAN Card** of Income Tax Department either in original or attested copy.

f. Valid **GST Registration Certificate**, **PAN card** in original or attested copy.

The tenderers should be financially sound and, in this regard, **Audited Financial Statement** for last 5 (five) years is to be attached.

The tenderer must have working experience of works and is to be substantiated/ authenticated by **Experience Certificate** in original or attested copies, issued by offices of Central Government/State Government/State Government Undertakings/Central Government undertakings .

The tenderer shall execute the works on his/her own if the tender is settled with him/her. Tender beyond 10% (Positive or Negative) over the approved estimated cost shall be not be accepted. payment is subject to availability of fund under appropriate Head of Account. No claim what so ever in this regard shall be entertained.

**1.5. Successful tenderer must provide a Security Deposit within three working days of the communication of the final acceptance of the tender in the form of a Bank Guarantee of any scheduled Bank.**

1.6. Tender Form and other details (Non-transferable) may be obtained from the portal [www.assamtenders.gov.in](http://www.assamtenders.gov.in) by registered bidders by paying the tender fee electronically at the same portal. The cost of tender form shall be fixed by Head of Forest Department from time to time. The application form may also be downloaded from the official website of Assam Forest Department in which case the cost of tender documents should be attached as DD from a Scheduled Bank. The cost of tender forms once paid is not refundable on any account, nor shall the amount be adjusted towards cost of any other tender forms.

1.7. The tender form shall be used only by the person in whose name it was issued and for the work specified in the Schedule attached to the tender form.

1.8. Pre-bid meetings shall be convened.

1.9. Before submitting the tender, the bidder is expected to study and scrutinize all the conditions in the agreement to be executed, the draft of which shall be made available for perusal in the office of the Divisional Forest Officer/DDO on any working day during office hours. The detailed tender conditions attached to the tender document shall be studied and agreed by the bidder. No plea of ignorance of the agreement conditions or no complaint regarding the said conditions received after submission of the tender/bid shall be entertained.

1.10. Before submitting the tender, the bidder may visit the area of work to study all the field conditions and nature of work and quote his rate accordingly. No enhancement in rate due to any reason shall be entertained thereafter.

1.11. All the corrections in the tender form shall be initialed by the bidder himself.

1.12. The bidder whose tender is accepted shall be informed regarding acceptance of his tender by a Confirmation Order issued by registered letter bearing the address mentioned in the tender. The successful bidder, within ten days of issue of confirmation of his tender, shall have to execute an agreement in the prescribed form on a proper non-judicial stamp paper of Rs. 100 to be supplied by him at his cost. A further period up to 10 days may be allowed by the Divisional Forest Officer for signing agreement subject to realization of a fine of Rs. 100 per day. If the Contractor fails to execute the agreement during the extended period also, the tender shall be cancelled, and the Earnest Money Deposit submitted by the bidder shall stand forfeited to the Forest Department. In such as case, the work shall be executed by inviting tenders again at the risk and cost of the bidder. The loss, if any, to the Government consequent to the default, if not paid by the defaulter within a reasonable time specified by the Divisional Forest Officer, shall be treated and recovered as arrears of land revenue. The defaulter, however, shall not be entitled for gain, if any.

1.13. The successful bidder shall give an undertaking at the time of execution of agreement that he shall not sell, mortgage or otherwise alienate the properties covered by the net worth certificate during the currency of the contract.

1.14. The post-offers and representations sent, after receipt of the tender in respect of work shall not be considered on any account.

1.15. The successful Bidder shall at his own expense submit unconditional and irrevocable Performance Bank Guarantee (PBG) to the Authority. This Performance Bank Guarantee shall be for an amount equivalent to 9% of total contract value. The performance bank guarantee shall be valid till satisfactory completion of Operation and Maintenance Period. The performance bank guarantee may be discharged/returned by Authority upon being satisfied that there has been due performance of the obligations of the bidder under the contract.

1.16. The quantities of work shown in the Tender Schedule are approximate and may vary during actual execution of work.

1.17. The area shown in the tender schedule is approximate. The actual extent of the contract area may vary as per the final survey report, which shall be binding on the successful bidder.

1.18. The contractor has to keep the fencing as per norms throughout the contract period.

1.19. Part payment in two or more installments shall be made to the contractor on specific request and on submission of bill in the prescribed format at the following stages provided the bench mark of growth and stock prescribed hereunder are achieved. The essence of the contract is on achieving these benchmarks rather than merely carrying out the operations prescribed. Payment shall be made through e-payment only.

1.20. Failure of the successful bidder to agree with the Terms & Conditions of the tender document shall constitute sufficient grounds for the cancellation of the award, in which event Authority call for new bids. In such a case, Authority shall invoke the PBG and/or forfeit the EMD.

1.21 Regular monitoring of all fencing works shall be done by a monitoring team headed by the Range officer, Rupsi Range and payment shall be made to the contractor as per the following condition:-

- I. No bill will be accepted if the works done are not found satisfactory.
- II. Item wise part payment will be made on the basis of satisfactory report of the monitoring team.
- III. Payment will be made Separately as per the different activities like fencing, subject to satisfactory completion of works of the particular activities as per the departmental norms.

1.22. Bid Evaluation as per CAMPA Guidelines issued vide PCCF & Hoff, Assam letters No. FG.1/Meeting/2019 dated 08/10/2021.

1.23. It shall be reserved for the Divisional Forest Officer to cancel/reduce the quantity of work to be executed in the attached schedule based on site conditions in each year and the Divisional Forest Officer's decision shall be binding on the successful bidder.

1.24. The Bidders must belong to BTC area.

**Bidder must submit the following in the Technical Part of the Bid.**

1. Tender Fee and Earnest Money Deposit.
2. Registration Certificate
3. Bank Solvency/Soundness Certificate
4. Turn over Certificate for last 3 (Three) years.
5. Income Tax Return of last 3 (Three) years.
6. PAN Card.
7. Aadhaar Card.
8. GST Registration Certificate.
9. Affidavit
10. Work Experience Certificate.
11. Bid Form
12. Declaration
13. Undertaking
14. Bid Documents duly signed

**Tender Process/Submission of Bid:**

Apart from online submission of the bid, the bidder will be required to submit a hard copy of the bid in 1(one) envelope. The envelope shall be sealed, which must be super-scribed as \_\_\_\_\_ (name of the work) and address to the The Addl. Principal Chief Conservator of Forests-cum-CHD, Bodoland Territorial Council, Kokrajhar. The individual envelopes shall be marked as "Technical Bid". No manual submission of the Financial Bid is required.

Only one original form of proposal signed by the Authorized Signatory in ink is required by the Authority. No type or pencil signatures will be accepted. The proposal submitted must be without any overwriting, corrections, double typing etc.

The sealed envelope containing the required materials of bid will be received manually in the office of the Divisional Forest Officer Parbatjhora Division, Suparighat , as per the Tender Schedule. Envelopes/documents received after the above stated time and date will be rejected forthwith.

Technical Bid will be opened as per the Tender Schedule in the office of the Divisional Forest Officer Parbatjhora Division, Suparighat , in presence of bidders or their authorized representatives.

The bid both Technical and Financial Bid will have to submit on-line through <http://assamtenders.gov.in>

However Bidders shall submit the Technical Bid including Tender fee and EMD in sealed envelopes, duly marking the envelopes as "Technical Bid" to the following address.

The Addl. Principal Chief Conservator of Forests-cum-CHD,  
Bodoland Territorial Council, Kokrajhar

**Financial Bid**

1. The bidder shall have to submit Financial Bid ONLINE only as per BoQ uploaded.
2. The Financial Bid of the bidder shall be inclusive all Taxes, duties, levies & other charges including Service Tax.
3. The Authority shall take into account all Taxes, duties, levies & other charges for purpose of evaluation.
4. Period of validity of rates must be mentioned and it should be valid for 1 (One) year.
5. The date and time for opening of Financial Bid of Technically qualified bidders will be decided/notified separately.

The bidders or their authorized representative(s) may attend the opening of the Financial Bids on the date, time and venue fixed.

**AFFIDAVIT**

I/we \_\_\_\_\_ do hereby solemnly affirm and declare as follows:

The undersigned hereby certify that all the statements / information furnished in the bid document for the work \_\_\_\_\_ are true and correct to the best of my knowledge.

1. The undersigned also certify neither I have abandoned any work in india nor any contract awarded to us for such works has been rescinded during last five years prior to the date of this bid.
2. The undersigned hereby authorize and requests any Bank, person, Firm or Corporation to furnish pertinent information deemed necessary and requested by the department to verify the statements/ information or regarding my (our) competence and general reputation.
3. The undersigned understand and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the department/Project implementing Agency.
4. That my firm or myself is not under any litigation or arbitration till date.
5. That I have no relation to any department officer and no any departmental officer under my employment.
6. That my firm have not employed / engaged any retired of Gazetted Officer.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

Signature .....

**BID FORM**

To,

The Addl. Principal Chief Conservator of Forests-cum-CHD  
Bodoland Territorial Council, Kokrajhar

Sir,

Having examining the Bidding document for \_\_\_\_\_  
the receipt of which is hereby duly acknowledged, we,  
the undersigned, offer to supply and deliver items as mentioned in quoted bids in conformity  
with said bidding documents for sums as may be ascertained in accordance with the schedule  
of price of Commercial bid as submitted in BOQ and made part of his bid.

We agree to abide by this bid for period of one year from the date fixed for bid  
opening. Unit a formal contract is prepared and executed, this bid, together with your written  
acceptance thereof and your notification of award, shall constitute a binding Contract between  
us.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

Signature .....

(In the Capacity of)

Duly Authorized to sign Bid for and on behalf of

DECLARATION BY THE BIDDER

1. I/our firm \_\_\_\_\_ has submitted the bid/tender for the items of this tender.
2. I/ we have read the tender documents and understood the terms and condition of the bid No \_\_\_\_\_ and I/we have submitted the bid in accordance with the terms and conditions of the tender documents.
3. My/our firm is not blacklisted and have no cases specifically registered against the firm related to supply and services in any departments of Bodoland Territorial Council. Our firm is not under investigation by Police/ CID for cases registered specifically against the firm. In our firm, we have no individual who is from blacklisted/investigated firm as a member of the Board of Directors or as a partner or in any other form.
4. I/We have agreed to the validity period of the bid as specified in the bid document.
5. The information furnished in the bid are true and factual and I/we clearly understand that my/our tender is liable for rejection, if any information furnished is found not to be true and not factual at any point of time and the purchaser will have right to initiated action deemed fit against our firm.

Place:

Date:

Seal and Signature of the bidder

## DECLARATION

I/We hereby declare that I/We shall treat the documents, drawing and other records connected with the works as secret/confidential and shall not communicate information derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or used the information to any manner prejudicial to the safety of the State.

**Signature of Contractor**

**Name:**

**Designation**

**Date:**

**Place:**

UNDERTAKING

To,

The Addl. Principal Chief Conservator of Forests-cum-CHD  
Bodoland Territorial Council, Kokrajhar

I/We \_\_\_\_\_  
of (address) \_\_\_\_\_ hereby  
submit our proposal in response to the e-Tender Notice for  
\_\_\_\_\_ (name of the work)  
under Kokrajhar Social Forestry Division, area vide Tender. No \_\_\_\_\_ dated -  
\_\_\_\_\_ and undertake to execute and complete the work in accordance with  
your proposal for the e-Tender requirements and as per the final work order to be  
issued by the Authorities.

This proposal shall remain valid for a period of 180 days from the last date of  
submission of bid and shall not be withdrawn during this period.

I/we understand that the Authorities reserve the right to accept/reject any  
application in this regard. I/we also understand that the selection of the suppliers is at  
their sole discretion.

Authorized Signatory:

Name in full:

Name of the Bidder:

Date: