

**West Bengal State Food Processing
&
Horticulture Development Corporation Ltd.**
Under Deptt. of Food Processing Industries & Horticulture
(Govt. of West Bengal)
MAYUKH(2ND FLOOR)
BIDHANNAGAR,KOLKATA-700091
Phone: (033)23587357/23343973

NOTICE INVITING E-TENDER

No. 153/1182/Pt.-III /WBSFPHDCL//2018-19

Dated: 25.07.2018

E-Tenders are invited for supply of Bey Leave Plant (detailed specification given below) from NHB Accredited, bonafied and reputed Nurseries to different districts of West Bengal up to the Block Level/ Gram Panchayet level. Tenderer are requested to check the BOQ carefully. Separate rates are required for Block level supply and Gram Panchayet level supply in the respective column.

Name of Item: Bey Leave Plant ,
Size: 3ft to 3.5 ft. In poly pack

Terms & Condition

1. Two part bid will consists Technical & financial bid separately.
2. The Prospective bidders must have their own nursery duly accredited by National Horticulture Board (NHB).
3. The applicants must submit their updated Trade license, PAN, P-TAX, valid NHB accreditation certificate and other credentials certificate for supply of Bey Leave plants to any Govt. Institution/ local bodies amounting to a minimum of Rs. 2 lakh during the period from 1.4.2016 to date of submission of tender. The credentials certificate must show total value of supply of Bey Leave.
4. The applicant should upload scanned copies of all documents including Earnest Money Deposit (EMD) and Check List in Annexure –I , in technical folder.
5. The applicant must upload the available stock as per the required specification in his nursery. He will also mention the variety of the plant to be supplied. The tenderer will upload the stock and variety as per proforma in Annexure II . The Nursery may be inspected by an official team before issuance of supply order. The quantity of supply will depend upon the requisition authority as may be received from time to time.
6. The prospective applicant must have to deposit Rs.5,000/- as earnest money by pay order / Demand Draft on any nationalized Bank in favour of the West Bengal State Food Processing & Horticulture Development Corporation Ltd (WBSFP&HDCL). The scanned copy of EMD must be uploaded in technical folder .
7. The intending bidder may download the tender document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. One copy of tender notice duly signed by tenderer in each page is to be uploaded as a consent to accept all terms and conditions as mentioned in tender notice.

8. The Earnest Money Deposit (EMD) along with the copies of all relevant documents as mentioned in Check List as mentioned in annexure I may be sent physically/ through post to the office of the West Bengal State Food Processing & Horticulture Development Corporation Ltd. under sealed cover so as to reach this office before opening date of the technical bid.
(Financial quote must not be sent through post / physically)
9. The applicant should quote their rate inclusive of delivery up to Block Level/ Gram Panchayet level in West Bengal including packaging, loading, unloading and all other charges including all taxes if any.
10. The intending tenderers are required to quote the rate online only. Financial Bid will contain rate of items only. No other document will be sent in the financial bid (Folder).
11. The intending tenderer is required to quote the rate in figures as well as in words in financial bid. Rate should be quoted per piece of planting material.
12. The supply must be completed within 15 (fifteen) days from the date of issue of delivery challan. The supplied planting materials will be inspected at the time of receiving of materials. Materials will be delivered at the concerned Block Level/ G.P. level . The delivery time will be within 10 am to 5 pm. The materials will be checked at the point of delivery. Sufficient time will be provided by the bidder for checking at delivery point. It is estimated that more or less one hour will be required for checking of one thousand plants approximately. Further after delivery of the planting materials a quality report will be collected by concerned Requisition Authority of district within 60 (sixty) days from the date of receiving of the materials and the report will be send to the Corporation immediately. In case of any substandard supply/ mortality, the supplier will have to replace the said quantity within 7 (seven) days, otherwise the value of this quantity will be deducted from their bill. No extra claim will be entertained for such replacement. The concerned Requisition Authority of the District will send the quality report within 60 (sixty) days from the date of the receiving of the materials.
13. Payment will be made on receipt of quality report of the supplied plants from Requisitioning Authority & on submission of Bill in duplicate along with the received challans from the competent Authority. Payment will be made after receipt of fund from Requisitioning Authority.
14. The documents submitted by the bidders should be properly indexed & digitally signed.
15. During the scrutiny, if it comes to the notice to the tender inviting authority that the credential(s) and/or any other paper(s) has/have been of any bidder found incorrect/ manufactured/ fabricated, that bidder will not be allowed to participate in the tender process and that application will be rejected outright. The West Bengal State Food Processing & Horticulture Development Corporation Ltd. reserves the right to cancel the N.I.T. at any time without showing any reason in the interest of the public and no claim in this respect will be entertained.
16. Before issuance of the SUPPLY ORDER, the tender inviting authority may verify the original credential(s) and/ or other document(s) of the lowest tenderer with original documents, if found necessary. After verification, if it is found that the document(s) submitted by the lowest tenderer is/are either manufactured or false, the work order will not be issued in favour of the said Tenderer and earnest money will be forfeited.
17. Conditional / incomplete tender will not be entertained.
18. The accepting authority reserves the right to reject any or all the tenders without assigning any reason whatsoever and will not be bound to accept either the lowest tender or any of the tenders. In case the accepting Authority observes that the L1 bidder will not be able to supply all the materials in time, then the accepting authority reserves the right to split up offer to L2, L3 and others on L1 price for completion of time bound programme.

19. The undersigned reserves the right to call a separate E-Tender by superseding this Tender at any time after expiry of two (2) months or earlier as may be deemed necessary for public interest without assigning any reason thereof.

20. The Tender will remain valid upto 31.03.2019.

21. Tenderers are requested to verify the Check List in Annexure I to ensure submission of all documents.

22. IMPORTANT DATE AND TIME SCHEDULE:

S1. No.	PARTICULARS	DATE & TIME
1.	Date of uploading (Publishing) of N.I.T. Documents (Online)	25.07.2018
2.	Documents download start date (Online)	25.07.2018
3	Pre Bid meeting	7.8.2018 at 2:00P.M.
4	Documents download end date (Online)	14.08.2018at 2:00 P.M.
5.	Technical Bid proposal submission start date (Online).	25.07.2018
6.	Technical Bid proposal Submission end date (Online)	14.08.2018 at 2:00 P.M.
7.	Technical Bid opening date	16.08.2018 at 2:00 P.M.

MANAGING DIRECTOR
W.B.S.F.P.&H.D.C.Ltd

Annexure – I

Name of the Nursery:

Address of the nursery :

Mobile No. & Email Id:

Check List

SL. No.	Name of the items	Yes / No
1	Have you uploaded the scanned copy of EMD as per clause 7?	
2	Have you uploaded Trade License, PAN, P-Tax & other credentials as per clause 3?	
3	Have you uploaded documents in support of your own Nursery as per clause 2?	
4	Have you uploaded the stock and variety of respective items in Annexure II as per clause 6?	
5	Have you uploaded the copy of the Tender Notice duly signed in each page as per as per clause 8?	
6	Have you sent the hardcopy of EMD & other documents in a sealed cover to the Tender Inviting Authority as per clause 6? (without financial bib)	
7	Have you uploaded the check list itself as per clause 4?	

Annexure –II

Proforma for Stock position and variety as on last date of submission of tender

Name of Item-_____

Sl No	Name of variety	Stock as per specification

Signature with seal