



**WEST BENGAL STATE FOOD PROCESSING
&
HORTICULTURE DEVELOPMENT CORPORATION LIMITED
(A GOVT. OF WEST BENGAL ENTERPRISE)
BENFISH TOWER (6th Floor)
31, G.N. Block, Sector-V
KOLKATA – 700091**

NIT No. 240/WBSFPDCL/1770/2020-21

Date:07.01.2021

NOTICE INVITING TENDER

1. Invitation

Sealed tenders are hereby invited in two bid system from the reputed, experienced and bonafide Contractors /Agencies having sufficient credential and financial capabilities for supply of following item

STATEMENT OF SUPPLY

Name of the Supply	Specification	Quantity(in Kg.)	Earnest Money(in Rs.)	Period of completion
Supply of Polythene Sheet at Ayeshpur farm, Dist: Nadia	Thickness- 110 micron Size- of the Roll- 100 mt. X 6 mt. Colour- White	1799 K.g. <i>The requisite quantity may increase or decrease by 10% depending on the field situation.</i>	5000.00	7 days from the date of issue of work order.

2.Scope of Work

1. To Supply the Polythene Sheet to Ayeshpur farm, Dist: Nadia , as per given specification.
2. To accomplish the supply within the stipulated period.

3. Eligibility criteria for participation in the Tender

- I.*** The Bidder should be a bonafide, experienced and resourceful Proprietorship firm / Partnership firm / Private limited Company / Public Limited Company / Limited Liability partnership/ Co-operative Society / Society Registered in under appropriate provision of applicable laws
- II.*** The prospective Bidder must have valid Trade license/ Certificate of Enlistment, PAN, GST Registration Certificate, IT return for any financial/ assessment year within the period from 2016-17 to 2019-20.
- III.*** The prospective Bidder should have credential of an amount not less than Rs.50,000/(Rupees fifty thousand only) for supply of horticultural items at any State/Central Government Organization or State/Central Govt. Undertaking or Statutory Body or Local Body or Parastatal or any private enterprise within any year of the last three completed financial years.
- IV.*** The Bidder must have the copy of the Payment Certificate or Work Completion Certificate, as the case may be, issued under the signature of the Competent Authority.

4. Mandatory documents requirement

A. For Technical Proposal :

The technical proposal shall contain the signed and scanned copies of the following:

- i. NIT DOCUMENT
- ii. Corrigendum , if any
- iii. Application in Annexure I
- iv. Payment Certificate or Work Completion Certificate as referred in Clause 3 above
- iv. PAN Card
- v. GST Registration Certificate
- vi. Trade License/ Certificate of Enlistment , valid as on 31.03.2020
- vii. Income Tax Return for any financial/ assessment year within the period from 2016 – 17 to 2019 -2020 ix.
Earnest Money Deposit.

B. For Financial Proposal: The bidder has to quote the rate for Price Bid in the space given in Annexure-II

Failure in submission of any of the above documents may render the Bidder liable to be rejected.

5. Schedule for dropping of tender

Sl.No.	PARTICULARS	DATE & TIME
1.	<i>Date of uploading (Publishing) of N.I.T. and other Documents(Online)</i>	<i>07.01.2021</i>
2	<i>Bid proposal submission start date</i>	<i>07.01.2021 , Tender Box will be kept at the General Section of the Office of WBSFPHDCL, Benfish Tower (6th floor), Sector-V, Salt Lake</i>
3	<i>Bid proposal submission end date</i>	<i>11.01.2021 up to 4:00 P.M.</i>
4	<i>Date & Time of opening of technical bids</i>	<i>11.01.2021 at 4.30 P.M. at the Office Chamber of the Dy. Director (Co op) at WBSFPHDCL</i>

INSTRUCTION TO THE BIDDERS FOR TENDERING

1. Deposition of Earnest Money

The amount of Earnest money amount @ Rs. 5,000/- (Rupees five thousand only) in the shape of Bank Draft or Pay order of any Scheduled Bank to be drawn in favor of the WBSFP&HDCL.

2. Refund of Earnest Money Deposit

The Earnest Money of all unsuccessful bidders will be refunded by the WBSFP&HDCL within 30 days. In case of successful Bidder the Earnest Money deposit will be returned with 30 days from the date of satisfactory completion of supply . No interest on Earnest Money will be paid by the Corporation.

3. Forfeiture of Earnest Money Deposit will be mandated under the following circumstances

- a. Withdrawal of bid, while bids are under consideration during the tendering period.

- b. Any unilateral revision made by the Bidder during the valid period of offer.
- c. **Failure to accept the “accomplish the work within the stipulated period.**
- d. Providing false or fabricated information / documents.

4. Site inspection before submission of Tender

Before submitting any bid, the intending bidders are advised to visit the Ayeshpur farm, Dist.Nadia, to assess availability of the communication facilities, availability of local Labour, wage rate in the locality etc. which are likely to be involved in preparation of the bid and no claim, whatsoever, will be entertained on these account afterwards.

GENERAL TERMS AND CONDITIONS

1. Responsive Bidders

Prospective applicants are advised to note carefully the minimum qualification criteria before tendering the bids. Conditional/ incomplete tender will not be accepted under any circumstances. Bidders fulfilling all conditions and criteria set forth and qualifying in the Technical Bid as well as making submission of Financial Bid in stipulated manner shall be considered responsive.

2. Obligation of the bidder:

It shall be deemed that by offering a Bid, the Bidder has:

- a. Made a complete and careful examination of the bidding documents, visited the proposed site, received all relevant information from WBSFP&HDCL;
- b. Satisfied itself about all matters, things and information hereinabove necessary and required for bidding,
- c. Acknowledged and agreed that ignorance of any of the matters hereinabove shall not be a basis for any claim for compensation, damages, claim for performance of its obligations, loss of profits, etc. from WBSFP&HDCL;
- d. Agreed to be bound by the undertakings submitted by it under and in terms hereof.

3. Cost of Bidding:

The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. WBSFP&HDCL shall not be responsible

or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

4. Quoting the rates for Price Bid

- i. The Bidder is to quote the rate for Price Bid in Annexure-II
- ii. The prices quoted in Annexure – II shall be inclusive of all kind of Taxes, Cess and also transportation, loading and unloading cost of materials up to the destination and utilisation thereof.
- iii. The price should be firm, final and irrevocable and not subject to any change whatsoever, even due to increase in cost of materials, other components, labor cost etc. and any changes or imposition of statutory levies till the completion of work as per order.

5. Rate Validity

The rate shall remain effective ordinarily up to 90 days from the date of acceptance of Tender which may be extended further with mutual consent between the bidder and WBSFPHDCL unless terminated prematurely at its discretion and satisfaction.

6. Evaluation of Tenders for qualifying in Technical Bid

- i. All Tenders will be evaluated and compared on the basis of the submitted documents. The Tender Inviting and Accepting Authority will determine the eligibility of each bidder through a Tender Committee. The bidders shall have to satisfy all the clauses specified in eligibility criteria.
- ii. Technical proposal will be opened first by the Authorized representative of the WBSFPHDCL
- iii. The Bidders may remain present at the office of WBSFPHDCL during opening of Technical Proposals, if they so desire.
- iv. Technical Proposals complete in all respect will only be accepted and qualify for next stage of evaluation.

8. Evaluation of Tender for qualifying in Financial Bid

- i. Financial proposals of only those Bidders declared technically eligible by the Tender Inviting Authority will be opened on the prescribed date and the rates will be read out to the Bidders remaining present at that time and to be handed over to the Tender Committee.
- ii. Pursuant to the scrutiny and decision of the Tender Committee, the summary list of eligible Bidders will be considered will be uploaded in the web site

- iii. Lowest quoted rate shall normally be accepted. However, the Tender Inviting Authority reserves the right to accepting a bid other than the lowest on a specific ground to be recorded in writing.

9. *Right to accept any bid and/ or to reject any or all bids*

The WBSFPHDCL reserves the right to accept or reject any or all bids and to annul the tendering process and all bids prior to issue work order, without thereby, incurring any liability to the affected Bidder or Bidders or any liability to inform the Bidder of the ground for such action.

10. *Issue of Supply order*

Normally, the supply order will be issued to the L1 Bidder within 3 days from the date of finalization of the Tender.

11. *Period of Completion of Supply :*

The successful bidders shall complete the same within 7 (seven) days from the date of issue of supply order.

15. *Delay in supply*

It is emphasized by the WBSFPHDCL and understood by the bidder that the period of the supply , stipulated in the supply order is the essence of the tender. It is admitted by the bidder that any delay in completion of supply may obviate the necessity of supply and thereby affect the interest of the WBSFPHDCL. If the reason of delay is beyond the control of the Contractor, then it should be communicated to the WBSFPHDCL in writing for its necessary intervention.

16. *Defective Materials:*

If in the option of the Engineer-in-charge, any of the materials brought to the site for use are not of the quality or kind specified in the contract and / or are unfit for the supply, he shall be at liberty to order the removal of the said materials and the contractor shall remove the same within 24 (twenty four) hours after notice has been given to him and if he fails to remove them within the time, the Engineer may cause them to be removed anywhere at the risk of the Contractor and any cost incurred in so doing shall be deducted from the dues payable to the contractor under the contract.

17. *Grounds for Disqualification*

- i. During scrutiny or at any stage of bidding process or even after issuance of supply order, if it comes to the notice of the Tender Inviting Authority that the Bidder has wilfully made any misleading or false representation in the documents/ statements and attachments submitted as the proof of the qualification requirements

- ii. If the Bidder fails to complete the supply as stipulated in the supply order / revised order issued in changed circumstances due to his own fault/ inconvenience

Then in both the cases, the WBSFPHDCL shall reserve the right to forfeit the Earnest Money deposited by the Bidder and also debar him from participation in the Tender process of the Corporation for the next 3(three) consecutive years.

24. Disputes

Any dispute arising out of non-compliance of any Terms and Conditions of the Tender, it shall be referred to sole Arbitrator, who shall be appointed by the Corporation in accordance and subject to the provision of the Arbitration and Conciliation (Amendments)Act, 2015.

The place of Arbitration will be Kolkata and the language shall be English. The Award of the Arbitrator shall be binding on both the parties. All disputes and Court cases are subject to the Jurisdiction of the Calcutta High Court only.

25. Negotiations

It is clarified that normally no rate negotiation will be done and therefore the Bidders should quote their lowest prices only, however, the Corporation may negotiate the rates with the L1 Bidder in exigencies, if required to do so.

26. Payment of Bill

- i. Payment will be released within 30(thirty) calendar days from the date of submission of bills with the certification of the concerned person.
- iii. Concerned Statutory deduction, if any, will be deducted from the Bidder's bill. No Mobilization Advance and Secured Advance will be allowed

**MANAGING DIRECTOR
WBSFP&HDCL**

Annexure -I

Application for participation in Technical bid

To,
The Managing Director
WBSFP&HDCL
Benfish Tower (6th floor)
31, G.N, Salt Lake
Kolkata- 700091

Sub: Supply of Polythene Sheet at Ayeshpur farm, Dist: Nadia

Ref. No.240/WBSFPHDCL/1770/2020-21Date: 07.01.2021

Sir/Madam,

Having examined the terms & conditions of the above NIT, I do hereby submit the following information and relevant documents for furtherance of my proposal for participation in the tender

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Eligibility Particulars

Sl.No.	Particulars	Details thereof
1.	Name of the Bidder	
2.	a) Full Office address	
	b) E-Mail I.D.	
	c) Mobile No.	
3.	Name of the contact person with Mobile Number	
4.	Documents to be submitted by the Bidder	Whether (Yes / No)
	a. NIT documents including corrigendum, if any	
	b. E.M.D.	
	c. Payment certificate/ work completion certificate	

	d. GST Registration Certificate	
	e. PAN Card	
	f. Trade License/ Certificate of Enlistment Valid up to 31.03.2020	
	g. Income Tax Return for any two financial / assessment years within the period from 2016-17 to 2019 – 20	
5	Any other points considered to furnish	

UNDERTAKING

- i. I undertake that all of the above information and documents furnished against the prescribed columns are true to the best of my knowledge and belief.
- ii. I have also gone through all the terms & conditions meticulously and I undertake to comply with same sacrosanctly.
- iii. The rate quoted by me will be valid and binding upon me for the entire period as stipulated in the NIT.
- iv. I undertake that I have not been debarred/ delisted by any State/Central Government Organization or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals during the last three consecutive years up to the last date of submission of Tender.

Date:

Signature of the Applicant Place:

Annexure-II



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NIT No. 240/WBSFPHDCL/1770/2020-21

Date:07.01.2021

Name of the Work: Supply of Polythene Sheet for Ayeshpur farm, Dist: Nadia

Sl. No.	Name of the supply	Quantity (in Kg.)	Offered Rate (in figure)
1	Supply of Polythene Sheet for Ayeshpur farm, Dist: Nadia	1799Kg.	

In words –(Rupees

)only

Date:

Signature of the Applicant

Place: