



**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.41/WBSFPHDCL/1770/2023-24

Date: 27.07.2024

NOTICE INVITING E-TENDER

1. Invitation

Online tender is hereby invited in two bid system from reputed producer for supply of Vermicompost to the different Gram Panchayets/Blocks in the State of West Bengal

STATEMENT OF SUPPLY

Item to be supplied	Tentative Quantity	Place of delivery	Earnest Money	Period of Completion of supply
Vermicompost	50 Ton	Different Gram Panchayets/ Bocks in the State of West Bengal	Rs. 10,000/- (Rupees Ten Thousand only)	10 days from the date of issue of supply order

2.Scope of Work

- I. The WBSFPHDCL, hereinafter referred to as the Tender Inviting Authority, seeks bids for supply of Vermicompost from reputed producer.
- II. The successful Bidder has to supply of Vermicompost in specified quantity to the **to the different Gram Panchayets/Blocks in the State of West Bengal** within stipulated time without fail.
- III. The Prospective bidders must have their own Manufacturing Unit. The Corporation may inspect by the official representatives before issuance of the supply order.

3. Date and Time Schedule

Sl.No.	PARTICULARS	DATE & TIME
1.	Date of uploading (Publishing) of N.I.T. and other Documents(Online)	27.07.2023 at 4 PM
2.	Documents download start date (Online)	27.07.2023 at 4 PM
3.	Bid proposal submission start date (Online)	27.07.2023 at 4 PM
5.	Documents download end date(Online)	04.08.2023 upto 4 PM
6.	Bid proposal Submission end date(Online)	04.08.2023 upto 5 PM

7.	<i>Date & Time of opening of technical bids(Online)</i>	<i>07.08.2023 at 12 PM</i>
9.	The tenderer must lodge objection, if any to the tender inviting authority within two days (48 hours) from the date of publication of list of technically qualified bidders and beyond that time schedule no objection will be entertained by the authority	

4. Eligibility criteria for participation in the Tender

- i. The prospective Bidders must have valid Trade license/ Certificate of Enlistment, PAN, and IT return for any two financial years within the period from 19 -20 to 22-23.
- ii. The prospective Bidder should have credential for supply of similar item of an amount not less than Rs.2,00,000 (Rupees two lakh only)to any State/Central Government Organizations or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatal within the last five completed financial years
- iii. 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/certified by the licensed Chartered Accountant for execution of the work of similar nature. The said Certificate should contain the particulars of the items supplied, period of supply and the total value of supply.
- iv. Must have its own vermicompost Production Unit

5.Mandatory documents requirement

A. For Technical Proposal

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

- I. NIT DOCUMENT
- II. Application in Annexure-II
- III. Payment Certificate or Work Completion Certificate as referred in Clause 4 above
- IV. PAN Card
- V. Valid Trade License/ Certificate of Enlistment (valid as last date of submission of bid)
- VI. IT return for any two financial years within the period from 19 -20 to 22-23.
- VII. Self Certificate regarding production capacity per month.
- VIII. Earnest Money Deposit

The requisite documents are to be submitted in the respective folder of the E-Tender portal. Failure in submission of any of the above documents may render the Bidder liable to be rejected.

IX. For Financial Proposal

The Financial proposal should contain-

Bill of Quantity (BOQ):-The Bidder is to quote the rate for 1 kg of Vermicompost including loading, transport, unloading and all other charges online in the space marked in the BOQ.

The rate is to be quoted in figure as well as in words.

The participant will be rejected in case it is uploaded in the folder of Technical Bid.

GENERAL TERMS AND CONDITIONS

1. Registration of Bidders

Any Bidder willing to take part in the process of e- Tendering will have to be enrolled and registered with the Government e-Procurement system/ Portal, <http://www.wbtenders.gov.in>. Each Bidder is to obtain a **Digital Signature Certificate** for submission of tenders from the approved Service Provider of the National Informatics Centre (NIC).

2. Collection of Bid Documents

The Bidder can search and download NIT and Tender Documents electronically from the Government e-Procurement system using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

3. Submission of Tender

Tenders are to be submitted online on the website <http://www.wbtenders.gov.in> in two folders at a time, one in Technical Proposal and the other in Financial Proposal, before the prescribed date and time, using the Digital Signature Certificate. The documents submitted by the Bidder should be properly indexed and self-attested with seal.

4. Earnest Money

i. Online Deposition of Earnest Money

Earnest Money is to be deposited in favour of the WEST BENGAL STATE FOOD PROCESSING & HORTICULTURE DEVELOPMENT CORPORATION LIMITED through ICICI Bank Payment Gateway failing which the tender will be treated as informal. The Bidders desirous of taking part in the tender have to deposit Earnest Money @ Rs. 10,000/- (Ten Thousand only).

For deposition of Earnest Money (at the prescribed rate), the Bidders can refer to the user manual available in “Bidders Manual Kit (Point 10)”. Payment should not be made in Corporation’s Account directly. It should be deposited through options available on the tendering portal only.

ii. Refund of Earnest Money deposit

The Earnest Money of all unsuccessful Bidders will be refunded by the WBSFPHDCL within 15 days from the date of finalization of tender. In case of successful Bidder, the Earnest Money deposit will be released after 30 days counted from the date of completion of supply. No interest on Earnest Money will be paid by the Corporation.

iii. Forfeiture of Earnest Money deposit

Earnest Money deposit is liable for forfeiture in the event of:

- a) Withdrawal of offers, while offers are under consideration during the validity period.
- b) Non acceptance of supply order.
- c) Any unilateral revision made by the Bidder during the valid period of the offer.
- d) Failure to execute supply of the entire order or part thereof.

5. 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.

6. Quoting the rates in BOQ

- i. The intending Bidders are required to quote the rate online. No offline Tender will be entertained.
- ii. Bidders are to quote the rate for 1 kg of vermicompost to be supplied at **Different Gram Panchayets/Blocks in the State of West Bengal**
- iii. All Tender prices quoted in the BOQ shall be inclusive of all kind of Taxes, Cess, charges including packaging transportation loading, unloading, carrying and delivery up to the destination, losses, insurance, if any etc.
- iv. 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 supply as per order.

7. Rate Validity

The rate shall remain effective ordinarily up to 180 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.

8. Evaluation of Tenders for qualifying in Technical Bid

- a. All Bids 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, evaluation committee reserves the right to relax the evaluation criteria.
- b. During the scrutiny or before placing the Work Order, if it comes to the notice of the Tender Inviting Authority that the documents/ credential or any other paper submitted

- by the Bidder is incorrect/ manufactured/ fabricated, such Bidder's application/ offer shall be rejected without any prejudice.
- c. Technical proposal will be opened first by the Authorized representative of the WBSFP&HDCL electronically using Digital Signature Certificate.
 - d. The Bidders may remain present at the office of WBSFP&HDCL during opening of Technical Proposals, if they so desire.
 - e. Technical Proposals declared technically eligible by the Tender Committee will only be accepted and qualify for next stage of evaluation.

9. *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 electronically on the web portal on the prescribed date.
- ii. The encrypted copies will be decrypted and the rates will be downloaded and read out to the Bidders remaining present at that time and to be handed over to the Tender Committee.
- iii. Pursuant to the scrutiny and decision of the Tender Committee, the summary list of eligible Bidders whose Financial Proposals will be considered will be uploaded in the web portal.
- iv. 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.
- v. The Tender Inviting Authority does not bind itself to accept any or all bids and reserves the right to reject any or all bids without assigning any reason whatsoever.

10. Inspection of the production unit of the valid Bidder

The Production Unit of the valid Bidder may be inspected by the official representatives of the Corporation before issuance of the supply order. In case of inferior material supply order will not be issued.

11. *Issue of supply order*

The supply order will be issued to the L1 Bidder after getting positive inspection report for supplying the indented quantity of materials with in 10 days from the date of issue of supply order. Further, the total requirement may increase / decrease depending on the changing scenario.

12. Splitting of Orders

The Corporation may decide to split the order amongst two or more bidders according to the exigencies/required quantity not available/ inferior material of the case, at L1 rate.

13. *Completion period of supply*

The Supplier shall undertake to complete the supply within 10 days from the date of placing the supply order.

14. Packet Size

Vermicompost should be packed in 20 kg bag ..

12. *Adherence to the prescribed Specifications*

No deviation from the specifications prescribed by the Corporation will be accepted by the Authority.

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

The Corporation reserves the right to accept or reject any or all bids and to annul the tendering process and all bids prior to issue supply 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.

14. Delay in supply

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

15. Delivery of material

- i. The responsibility of the successful Bidder includes transportation, loading, unloading and delivery to **Different Gram Panchayets/Blocks in the State of West Bengal** without damaging the materials.
- ii. The materials will be checked by the recipient Authority at the point of delivery on working day between 10 am to 5 pm. Sufficient time will be provided by the Bidder for checking the quantity and examination of the supplied materials.

16. 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 within the period stipulated in the supply order due to his own fault/ inconvenience

Then in both the cases, the Corporation 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.

17. Disputes

In the event of any question/dispute or difference arising between WBSFP&HDCL and the Agency on any matter covered by these Terms & Conditions or arising directly or indirectly therefrom or connected with these Terms & Conditions in any manner, the matter shall be sorted out between the Managing Director, WBSFP&HDCL and the Agency and in the case of non-resolution of dispute the matter shall be referred to the ACS / Pr. Secretary / Secretary of the Department of Food Processing Industries and Horticulture, Govt. of West Bengal. When at that level the dispute is not resolved, the dispute would be resolved by the sole Arbitrator appointed jointly by the two parties and his award shall be final.

The High Court of Calcutta alone shall have jurisdiction to adjudicate thereon.

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.

18. 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.

19. Payment of Bill

- a. Invoice/ Bills, along with original receipted copy of Challan, have to be presented to the WBSFP&HDCL after completion of supply, the supplier shall receive payments on back to back basis i.e., WBSFP&HDCL will pay to be supplier only after receiving of payments from concerned Government Departments/ Authority. The Corporation will not take any responsibility for payment until it has received payment from the concerned Govt. Departments/ Authority. No interest can be claimed by the Agency for any delay of receiving payment from Indenting Authority through Bank Transfer, to the bidder's acknowledged Bank Account, after deducting penalties, if any, arising due to sub standard/ delay supply.
- b. The details of the Bank Account (Account No. and IFSC Code, Bank Name and Branch) and name of the Account Holder shall be submitted along with the Bill. If these details are given on a separate page, then that page must also be signed by the same person who is signing the Invoice / Bills along with stamp / seal.

S/d

**MANAGING DIRECTOR
WBSFP&HDCL**

Annexure -II

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 Vermicompost
NIT No. 41/WBSFPHDCL/1770/2023-24 Date: 27.07.2023

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 -

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 (Scanned copies to be uploaded)	Whether uploaded (Yes / No)
	a. NIT documents	
	b. E.M.D.	
	c. Payment certificate/ work completion certificate	
	d. PAN Card	
	e. Trade License/ Certificate of Enlistment	Valid up to-
	f. Income Tax Return for any two financial years within the period from 2019– 20 to 2022 - 23	
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 Earnest Money and all other documents required for qualifying the technical bid have been submitted online.
- iv. The rate quoted by me will be valid and binding upon me for the entire period as stipulated in the NIT.
- i. If I fail to complete the supply within the period stipulated in the supply order due to my own fault/ inconvenience, the Corporation shall reserve the right to forfeit the Earnest Money deposited by me in this regard and also debar me from participation in the Tender process of the Corporation for the following 3(three) consecutive years.
- vi. I shall maintain the specifications of the materials as per NIT and shall replace the sub-standard materials at my own cost .
- vii. 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: