



**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
Mail Id- wbsfphdcl1@gmail.com**

No. 68/WBSFPHDCL/1770/2023-24

Date: 16.10.2023

NOTICE INVITING E-TENDER

1. Invitation

Online tender are hereby invited in two bid system from the reputed, experienced and bonified Contractors/ Transporters /Suppliers/Nurseries for transportation and loading, unloading of papaya seedling from Ayeshpur Farm to different Blocks in the district of Malda, Murshidabad, South 24 Parganas & North 24 Parganas in the state of West Bengal .

Item	Quantity	EMD	Period of Completion
Papaya Seedling	537345	Rs. 30000	7 working days from the date of receipt of supply order

- In the event of e-filing, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of the Digital Signature Certificates and submit the Technical Bid as well as the Financial Bid online on or before the last date and time given in the Notice Inviting e-tender.
- Both Technical and Financial Bids are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> as per scheduled date and time. The documents submitted by the bidder should be properly indexed and self – attested with seal.
- The Financial Offer of the prospective bidder will be considered only if the Technical Bid of the bidder is found valid by the Tender Committee of WBSFP&HDCL. The decision of the Tender Committee will be final and binding on all concerned and no challenge against such decision will be entertained.
- The agency has to transport of papaya plants from Ayeshpur Farm to different Blocks in the district of Malda, Murshidabad, South 24 Parganas & North 24 Parganas in the state of West Bengal .
- The agency has to transport Papaya Seedling in plastic crate which will be arranged by the agency.

- The planting materials has to be loaded from the filed of Ayeshpur Farm and to be unloaded at different Blocks in the district of Malda, Murshidabad, South 24 Parganas & North 24 Parganas in the state of West Bengal
- 2% damage for transportation , loading & unloading will be allowed. In case of damage of plating material is more than 2% and if the planting materials are rejected due to damage and rejection is more than 2% then the cost of planting materials which are more than 2% will be recovered from the agency.

Date and Time Schedule

Sl. No.	PARTICULARS	DATE & TIME
1.	Date of uploading (Publishing) of N.I.T. and other Documents (Online)	16.10.2023 at 3 PM
2.	Documents download start date (Online)	16.10.2023 at 3 PM
3.	Bid proposal submission start date (Online)	16.10.2023 at 5 PM
4	Bid proposal Submission end date (Online)	07.11.2023 up to 2 P.M.
5	Date & Time of opening of technical bids (Online)	09.11.2023 at 2 P.M.
6	The tenderer should lodge objection 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	

2. Eligibility criteria for participation in the Tender

- Experienced Contractors/ Transporters /Suppliers/Nurseries
- The prospective Bidder must have credential for transportation of Live planting materials of minimum Rs.7 Lakh as payment cost in single year within the last three completed financial years i.e. F.Y. 2020-21 , 2021-22 & 2022-23 to any State/ Central Government Organizations or State/ Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals or Reputed Organization
- The Bidder must submit the copy of the Payment Certificate or Work Completion Certificate, as the case may be, issued under the signature of the Competent Authority for supplying of

plants. The said Certificate should contain the particulars of the items supplied, period of supply and the total value of supply.

- iv. IT return of the 3 Financial Years within the period from 2018-19, 2019-20 ,2020-21 , 2021-22 & 2022-23

3. Collection of Bid Documents

The bidder can search and download the NIT Documents electronically from the computer once he logs on to the website, as mentioned, using the Digital Signature Certificate.

This is the only mode of collection of tender Document.

4. Submission of tender

Tender are to be submitted online only, on the e-tendering portal in the stated folders, one is Technical Bid and the other is Financial Bid, before the scheduled date and time using a valid Digital Signature Certificate.

5. Mandatory documents requirement

A. For Technical Proposal

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

- i. Tender with all terms and conditions
- ii. Application in Annexure I
- iii. PAN
- iv. Professional Tax challan for the period FY 2022-23/2023-24
- v. Trade license/ Certificate of Enlistment (valid on last date of submission of bid)
- vi. IT return of the 3 Financial Years within the period from 2018-19, 2019-20 ,2020-21 , 2021-22 & 2022-23
- vii. **GSTIN Registration Certificate**
- viii. Credential certificate

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 or in the prescribed format shall render the Bidder liable to be rejected/ disqualified.

B. For Financial Proposal

The Financial proposal should contain-

Bill of Quantity (BOQ):-

The Bidder is to quote the rate online in the space marked for quoting rate per piece of Papaya Seedling including transport, plastic crate, loading, unloading and all other charges 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 a 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

Tender 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 & Tender Fees**5. Online Deposition of Earnest Money & Tender Fees**

Earnest Money and Tender Fees are 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. 30,000/- (Rupees Thirty thousand Only).

For deposition of Earnest Money (at the prescribed rate) & Tender Fees, 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.

6. Refund of Earnest Money deposit

The Earnest Money of all unsuccessful Bidders will be refunded by the WBSFP&HDCL within 30 days from the date of finalization of tender, on receipt of application from the bidder. In case of successful Bidder, the Earnest Money deposit will be released after 30 days from the date of completion of supply. No interest on Earnest Money will be paid by the Corporation.

7. **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.

8. **Exemption** of any kind for any of the eligible bidder towards cost of EMD will be according to

1. 4245-F(Y) dated 28th May'2013 issued by Finance Department, Audit Branch, Govt. of West Bengal.
2. 6718-F(Y) dated 08.09.2015 issued by Finance Department, Audit Branch, Govt. of West Bengal.

9. Clarification of Bidding Document

If there be any discrepancy or obscurity in the meaning of any clause of the bid document or if there be any query of the intending bidder, the bidder shall set forth in writing such discrepancies, doubt, obscurity or queries and submit the same to the Corporation marked to the 'MD, WBSFP&HDCL'. The queries may be sent by email to wbsfphdcl1@gmail.com.

The clarification given in response to the queries shall be final and binding on the bidder.

10. Amendment of Bidding Document

At any time, prior to the deadline for submission of bids, WBSFP&HDCL may, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by issuing amendments. Any such amendment shall form the part of the bidding document. Such amendments and clarifications will be published on the same website. Prospective bidders are requested to visit the mentioned websites on a regular basis to keep abreast of any news. WBSFP&HDCL will bear no responsibility or liability for bidders failing to do so.

In order to afford the prospective bidders reasonable time in which to take the amendment into account in preparing their bids, WBSFP&HDCL may extend the deadline for submission of

bids. Such amendments, clarifications etc. shall be binding on the bidders and will be given due consideration by the bidders while they submit their bids and invariably enclose such documents as a part of the bid.

11. 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.

12. Quoting the rates in BOQ

- a. The intending Bidders are required to quote the rate online. No offline tender will be entertained.
- b. Bidders are to quote the rate per sapling including transport, plastic create, loading, unloading and all other charges of the planting at any destination of the blocks in the district of Malda, Murshidabad, South 24 Parganas & North 24 Parganas in the state of West Bengal.
- c. All tender prices quoted in the BOQ shall be inclusive of all kind of Taxes, Cess, charges including, plastic create, transportation and loading, unloading, carrying and delivery up to the destination, losses, insurance, if any etc.
- d. 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.

13. Rate Validity

The rate shall remain effective ordinarily up to 31st March'2024 from the date of acceptance of tender which may be extended further with mutual consent between the bidder and WBSFP&HDCL, unless terminated prematurely at its discretion and satisfaction.

14. Evaluation of tender 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.

15. Evaluation of tender for qualifying in Financial Bid

- a. Financial proposals of only those Bidders declared technically eligible by the Tender Committee will be opened electronically on the web portal on the prescribed date.
- b. 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.
- c. 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.
- d. 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.
- e. 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.

12. Issue of supply order

The supply order will normally be issued to the L1 Bidder. Before issuance of the supply order, the Tender Inviting Authority may physically verify the credentials and other documents of the lowest bidder

if found necessary. After verification, if it is found that the documents submitted by the lowest bidder are either manufactured or false, in that case, supply order will not be issued in favour of the said bidder under any circumstance and the Earnest Money deposited to this effect will be forfeited.

13. Splitting of Orders

The Corporation may decide to split the order amongst two or more bidders according to the exigencies of the case, at L1 rate.

14. Completion period of supply

The Bidder shall undertake to complete the supply within 7 working days from the date of receipt of supply order

15. 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.

16. Delivery of material

- a. The bidder has to supply the indented item upto the Block level of the concerned District within 7 working days from the date of receipt of the supply order.
- b. The delivery time will be within 10 AM to 5 PM. The bidder shall contact the receiving authority before supply of the indented items.
- c. The materials will be checked thoroughly by the recipient Authority at the point of delivery and put their finding with regards to the quality and quantity on the body of the supply challan. Sufficient time will be provided by the Bidder for checking the quantity and quality of the supplied materials at delivery point.
- d. Bidder shall take every measure for maintaining the quality of the planting materials . In case of damage which is not beyond the control of bidder (natural calamity etc.) the damage has to be borne by the bidder.

22. Grounds for Disqualification

- a. 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
- b. 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. The Corporation shall take necessary penal action, including initiation of the proceeding of blacklisting against the Bidder.

23. 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.

24. 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 with prior concurrence of the Appropriate Authority

25. 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 after 10(Ten) days 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.

Sd/-
MANAGING DIRECTOR
WBSFP&HDCL

ANNEXURE – I
Application for participation in Technical Bid

To,
The Managing Director
WBSFP&HDCL
Benfish Tower (6th Floor)
31, GN Block, Salt Lake,
Kolkata – 700091

Sub: Transportation charge and loading, unloading of papaya seedling from. Ayeshpur Farm to different Blocks in the district of Malda, Murshidabad, South 24 Parganas & North 24 Parganas in the state of West Bengal

Ref NIT No. /WBSFPHDCL/1770/2023-24 dated 16.10.2023

Sir/ Madam,

Having examined the terms & conditions of the above Tender, 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	
3	b) E-mail ID	
4	c) Mobile No.	
5	Name of the contact person with Mobile number	
6	Documents to be submitted by the Bidder (scanned copies to be uploaded)	
7	a) Tender documents	
8	d) Credential	
9	e) PAN	
10	f) Professional Tax	
11	g) Trade License	
12	i) GSTIN Registration Certificate	
13	i) IT return of the 3 Financial Years within the period from 2018-19, 2019-20 ,2020-21 , 2021-22 & 2022-23	
15	Any Other Point considered to furnish	

UNDERTAKING

I do hereby undertake:

1. That all the information and documents submitted against the E-NIT no..... dated..... are true to the best of my knowledge and belief.
2. That I have also gone through all the terms & conditions and I undertake to comply with the same meticulously.
3. That the rate quoted by me will be valid and binding upon me for the entire period as stipulated in the above E-NIT.
4. That if I fail to complete the supply within the stipulated period due to my own fault/ inefficiency, the Corporation shall reserve the right to impose penalty and forfeit the Earnest Money and Performance Guarantee deposited by me and also debar me from participation in the Tender process of the Corporation for the next 3(three) consecutive years.
5. That I have not been debarred/ delisted by any State/Central Government Organization or State/Central Govt. Undertaking or Statutory Body or Local Body or Parastatal during the last three consecutive years up to the last date of submission of tender .
6. That I have neither abandoned a supply nor any supply order issued has been rescinded during the last three financial years.

Place:

Date:

Signature of Bidder