



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

No: 28/WBSFPHDCL/1770/2021-22

Date: 28.06.2021

**NOTICE INVITING E-TENDER**

1. **Invitation:**

Online tenders are hereby invited in **Two Bid System** from the reputed, experienced and bonafied contractor having sufficient credential and financial capabilities for the following nature of work:

<b>Name of Work</b>	<b>Place of Work</b>	<b>Amount for Work</b>	<b>Earnest Money</b>	<b>Period of Completion of Work</b>
Repairing in respect of Electrical Work including System of AC Machines	Department of Food Processing Industries and Horticulture. Benfish Tower (4 <sup>th</sup> & 6 <sup>th</sup> Floor) 31 - GN Block, Sector – V, Salt Lake, Kolkata – 700091	To be quoted by Agency	Rs. 3,000/- (Rs. Three Thousand only)	15 (Fifteen) Days from the issue of Work Order

N. B. – Prospective bidders may visit the premises for inspection of the building before responding the bid.

2. **Scope of Work:**

- i. The WBSFPHDCL, hereinafter referred to as the Tender inviting Authority, seeks for execution of the Repairing work, as specified in **Annexure – I**, from, experience bonafide Contractors.
- ii. The successful Bidder has to complete the entire Repairing work within stipulated time without fail.

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3. **Date & Time Schedule:**

Sl. No	Particulars	Details of Tender
1	Tender No.	28 /WBSFPHDCL/1770/2021-22 Dated 28.06.2021
2	Cost of Tender Document	Nil (Can be downloaded from www.ipshabengal.com)
3	Inspection of Place of Work	30.06.2021 to 01.07.2021 within office hours with prior permission from the authority.
4	Date of uploading (Publishing) of N.I.T. and other Documents(Online)	28.06.2021
5	Documents download start date (Online)	28.06.2021
6	Bid Proposal Submission Start Date (Online)	30.06.2021
7	Documents download end date(Online)	07.07.2021 up to 2.00 P.M.
8	Bid proposal Submission end date(Online)	07.07.2021 up to 2.00 P.M.
9	Date & Time of opening of technical bids(Online)	09.07.2021 at 2.00 P.M.
10	Validity Period of Bid	120 (One hundred twenty) Calendar Days

4. **Eligibility criteria for participation in the Tender:**

- i. The prospective Bidder must have valid Trade License / Certificate of Enlistment, PAN, GST Registration Certificate, IT return any two years within last three financial years.
- ii. The prospective Bidder should have credential for execution of any type of civil/plumbing work of an amount not less than Rs. 80,000/- (Rupees Eighty Thousand Only) at any State/Central Government Organizations of State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals or any private enterprise within the last three 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. The said Certificate should contain the particulars of the work completed, period of work and the total value of work.

5. **Mandatory Documents Requirement:**

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**A. For Technical Proposal**

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

- a. Income Tax Return (For any two years within last three Years)
- b. PAN Card
- c. Latest P. Tax Paid Challan & P. Tax Enrolment Certificate
- d. Valid 15 Digit GSTN under GST Act 2017 & Registration Certificate
- e. Latest valid Trade License
- f. Technical Credentials
  - i. Completion certificate for the work in technical credentials  
Or
  - ii. Payment certificate of the said work
- g. Partnership Deed in case of partnership firm
- h. Audit Balance Sheet (For any two years within last 3 Yrs.) in case of Un-employed Engineers Co-operative Society.
- i. Declaration in the Form of an Affidavit before Notary as to correctness of the copies of all documents submitted including declaration of penalty / debarment etc. faced by him under any Govt. / Semi-govt. / Autonomous Body / Institution etc., if any.
- j. Undertaking in the agency's letterhead to the effect that the agency has not been blacklisted / debarred by any Govt. / Non Govt. Concern
- k.

**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.**

**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 in the BOQ for "*Repairing in respect of Electrical Work including System of AC Machines*".

**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. 3,000/- (Three Thousands 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 work. 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 work order
- c. Any unilateral revision made by the Bidder during the valid period of the offer
- d. Failure to execute work 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

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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. The Bidder is to quote the rate online in the space marked in the BOQ for repairing and reinstatement of each unit. Assessment of the successful bidder will be done on the cumulative price of the offered rate of all items taken together.
- iii. All Tender prices quoted in the BOQ shall be inclusive of all kind of Taxes, Cess, charges including transportation, loading and unloading of materials up to the Destination, and installation thereof.
- 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, labour cost etc. and any changes or imposition of statutory levies till the completion of work as per order.

#### **7. Rate Validity:**

The rate shall remain effective ordinarily up to 120 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:**

- 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 electronically using Digital Signature Certificate.
- 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.

#### **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.

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- 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. Issue of Work Order:**

The Work Order will be issued to the L-1 Bidder for execution of the work.

**11. Completion Period of Work:**

The successful bidders shall undertake the commencement of work on next day of date of placing the work order and complete the same within 15 (fifteen) days from the date of issue of work order.

**12. Adherence to the Prescribed Specifications:**

No deviation from the specifications prescribed by the Corporation will be accepted by the Authority. The entire work will be accomplished under the technical guidance of the entrusted Engineer of the Corporation.

**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 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.

**14. Delay in work:**

It is emphasized by the Corporation and understood by the contractor that the period of work, stipulated in the work order is the essence of the work. It is admitted by the contractor that any delay in execution may obviate the necessity of work and there by 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.

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**15. Grounds for Disqualification:**

- i. During scrutiny or at any stage of bidding process or even after issuance of work 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 work within the period stipulated in the work 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.

**16. 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.

**17. 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.

**18. Payment of Bill:**

- i. Measurement of the work will be taken by the Authority within 5 (five) days from the date of completion of work.
- ii. Bill will be released to the Contractor within 30 (thirty) days from the date of submission of Bill in duplicate with the certification of the concerned engineer.

**Contact Person for query and clarifications:**

1. Shri Sandip Chandra, Assistant Engineer, WBSFPHDCL (Mob – 8017738040)
2. Shri Sourav Narayan Mondal, MIS-In-Charge (Mob:-9477169036)

**MANAGING DIRECTOR  
WBSFP&HDCL**

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**Annexure – I**

Possible Areas of Repairing Work as per “*As Is WhereIs Basis*” at Department of Food Processing Industries and Horticulture Office, Benfish Tower (4<sup>th</sup> Floor& 6<sup>th</sup> Floor, GN Block, Sector V, Salt Lake Kolkata 700091:

SL.NO.	DESCRIPTION OF WORK	
<b>4<sup>th</sup> Floor</b>		
<b><u>1</u></b>	<b><u>Timer panel with coil contactor and interlock device:</u></b>	
	i) Server room	
<b><u>2</u></b>	<b><u>New light system with switch board:</u></b>	
	i) Gents bathroom	
<b><u>3</u></b>	<b><u>New switch board with 2Nos. Base and MCB:</u></b>	
	i) Visitor's room	
	ii) Joint and Deputy Dir. Room	
<b><u>4</u></b>	<b><u>Modular exhaust fan:</u></b>	
	i) Visitor's room	
<b><u>5</u></b>	<b><u>2'x2' false ceiling light:</u></b>	
	i) Director's room	
	ii) Visitors' room	
<b><u>6</u></b>	<b><u>Ceiling round light system:</u></b>	
	i) 4.5 inch diameter ceiling light set at coridor	
	ii) 2.5 sq.mm flexible wire (100x3)	
	iii) Polythene straight pipe	
<b><u>7</u></b>	<b><u>AC wet servicing</u></b>	
<b><u>8</u></b>	<b><u>Repairing of water leakage from AC.</u></b>	
<b><u>9</u></b>	<b><u>Wall fan servicing</u></b>	
<b>6<sup>th</sup> Floor</b>		
<b><u>10</u></b>	<b><u>New switch board with 2Nos. Base and MCB:</u></b>	
	i) general section.	
<b><u>11</u></b>	<b><u>2'x2' false ceiling light:</u></b>	
	i) Chairman room	
<b><u>12</u></b>	<b><u>Ceiling round light system:</u></b>	
	i) 4.5 inch diameter ceiling light set at coridor	
	ii) 2.5 sq.mm flexible wire (100x2)	



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	iii) Polythene straight pipe	
<b>13</b>	<b>AC wet servicing</b>	
<b>14</b>	<b>Repairing of water leakage from AC.</b>	
<b>15</b>	<b>Wall fan servicing</b>	

N. B. – The above table is made on approximate survey basis. The actual amount of repairing work may increase in time of repairing. The Bidders need to get well aware of the actual repairing work before submitting tender.

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**Annexure -II****Application for Participation in Technical Bid**

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

**Sub: Repairing in respect of Electrical Work including System of AC Machines**

**Ref. No.**                      /WBSFPHDCL/1770/2021-22                      **Dated: 28.06.2021**

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

**Eligibility Particulars**

<b>Sl.No.</b>	<b>Particulars</b>	<b>Details thereof</b>
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 submitted ( 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 31.03.2021	
g. Income Tax Return for any two years within last three financial / assessment years		
5	Any other points considered to furnish	

**UNDERTAKING**

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- 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.
- v. If I fail to complete the work within the period stipulated in the work 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: