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.176/WBSFPHDCL/1770/2020-21 **Date: 25.09.2020**

NOTICE INVITING E- TENDER

1. Invitation

Online tenders are hereby invited in two bid system from the reputed, experienced and bonafide Suppliers/Nurseries having sufficient credential and financial capabilities for supplying the **Large Cardamom** to the different Blocks of West Bengal

STATEMENT OF SUPPLY

Name of the item to be supplied	Quantity	Place of delivery	Earnest Money	Commencement of supply
Large Cardamom **(Suckers)**	*10 Lakh The requisite quantity may increase or decrease by 20% depending on the field situation.*	*To* the different Blocks of West Bengal	*Rs. 20000/- (Rupees Ten Thousand only)*	*15 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 the **Large Cardamom**, as specified in Annexure-I, from reputed, experienced and bonafide Suppliers/Nurseries having sufficient experience for supply of Horticultural plants.
II. The successful Bidder has to supply the **Large Cardamom** as per given specifications, to the different Blocks of West Bengal within stipulated time without fail.

3. Date and Time Schedule

Sl.No.	PARTICULARS	DATE & TIME
1.	*Date of uploading (Publishing) of N.I.T. and other Documents(Online)*	*25.09..2020*
2.	*Documents download start date (Online)*	*25.09.2020*
3.	*Bid proposal submission start date (Online)*	*25.09.2020*
5.	*Documents download end date(Online)*	*09.10.2020 up to 12.00 P.M.*
6.	*Bid proposal Submission end date(Online)*	*09.10.2020 upto 12.00 P.M.*
7.	*Date & Time of opening of technical bids(Online)*	*12.10.2020 at 12.00 P.M.*
9.	*Uploading of Technical Bid Evaluation Sheet*	*To be informed later*

4.Eligibility criteria for participation in the Tender

i. The participating bidders should have capacity of supplying minimum 2 Lakh of required specifications.

ii. The prospective Bidder must have valid Trade license/ Certificate of Enlistment, PAN, IT return for any financial/ assessment year within the period from 2017-18 to2019 -20.

iii. The prospective Bidder should have credential of an amount not less than Rs.5,00,000/(Rupees five lakh only)for supplying Horticultural Plants to any State/Central Government Organizations or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals or any reputed organization within the last two 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.

v. 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. Trade License/ Certificate of Enlistment , valid as on 31.03.2020
vi. Income Tax Return for any financial/ assessment year within the period from2017 – 18 to 2019 -2020

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 for each **Large Cardamom** online in the space marked in the BOQ.

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 websitehttp://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. 20,000/- (Twenty 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. The Bidder is to quote the rate for each **Large Cardamom** online in the space marked in the BOQ.

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 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.

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.

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 supply order

The supply order will be issued to the L1 Bidder for supplying the indented quantity of materials to the different Blocks of West Bengal.

Further, the total requirement may increase / decrease by 20% or substantially more/ less of the quantity as mentioned above from time to time depending on the changing scenario.

11. Period of supply

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

12. **Splitting of Offer**

i. If the total requirement is not fulfilled within the capacity of the L-1 Bidder, then the L-2 bidder will be offered to supply the residual quantity at L-1 rate.

ii. If the availability of the L-2 bidder also falls short, then the same procedure will be followed till the requirement is fulfilled, with L-3,L4 and so on.

13. Adherence to the prescribed Specifications

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

14. 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.

15. 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.

16. Delivery

i. The responsibility of the successful Bidder includes transportation, loading, unloading and delivery to the different Blocks of West Bengal with the help of the required no. of skilled persons without damaging the plants.

ii. The materials will be checked by the recipient Authority at the point of delivery between 10 a.m. to 5 p.m.. Sufficient time will be provided by the Bidder for checking the quantity and examination of the supplied materials.

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 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.

18.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.

19.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.

20.Payment of Bill

i. Payment will be released within 30(thirty) calendar days from the date of submission of bills with acknowledged challans.

ii. Concerned Statutory deduction, if any, will be deducted from the supplier's bill. No Mobilization Advance and Secured Advance will be allowed.

MANAGING DIRECTOR
WBSFP&HDCL

ANNEXURE – I

Desirable technical characteristics of Large Cardamom:-(Suckers):

Var : Sawney, Varlangey, Ramsey,Ramla.

Desirable technical characteristics of planting materials:-

Sl. No.	Characters	Specifications
1	Type of Sapling	Planting materials should be true to type & healthy and vigorous.
2	Root system	Well established sufficient roots which are properly secured in earthen ball
3	Height of Sucker	Suckers/seedlings with 50-60 cm in height with 2-3 tillers.
4	Age of sucker	At least one year old.
5	Disease / pest (Health standard)	Healthy and free from pest and diseases
6	Packaging	Well set in Poly-pack
7	Quantity	10 Lakh

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 **Large Cardamom**
Ref. No.177/WBSFPHDCL/1770/2020-21Date: 25.09.2020

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.	
	d) Availability of Plants (in no.s)	
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 financial / assessment year within the period from 2017-18 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 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 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 Parastatalsduring the last three consecutive years up to the last date of submission of Tender.

Date: Signature of the Applicant

Place: