



## WEST BENGAL STATE SEED CORPORATION LIMITED

(A Govt. of West Bengal Company)

Registered Branch Office: Subhankar sarani, Pratap Bagan, Bankura-722101

Registered Head Office: 6, Ganesh Chandra Avenue, Bengal Chemicals Building (5<sup>th</sup> Floor), Kolkata-700013

**Memo No.: 388 / WBSSCL / BNK**

**Dated: 15/ 03 / 2018**

### Notice Inviting e-Tender

**Tender reference No.: WBSSCL/Bankura/NIT- 01/2017-18**

**Sub: Transportation of different types of Seeds and Other Agricultural Inputs in Bags and Cartoons from WBSSCL- Subhankar Sarani , Pratap Bagan Office and Godown to different Blocks of Bankura District, the other district of West Bengal and other States for the year 2018-19.**

Notice inviting e-Tender No. 01, dated -15/03/2018 of the District Manager, West Bengal State Seed Corporation Limited, Subhankar Sarani, Pratap Bagan, Bankura from the reputed and experienced transporters for Transportation of different types of seeds and other agricultural inputs in bags and cartoons from WBSSCL- Subhankar Sarani, Pratap Bagan, Bankura-Office and Godown to different Blocks of Bankura District, the other district of West Bengal and other States & Vice-Versa.

**Estimated Tender Value is Rs.-30, 00,000=00 (Rupees Thirty Lakhs) only.**

### **Terms and Conditions**

1. The scope of work involves transportation of different types of seeds and other Agricultural inputs in bags and cartoons from WBSSCL, Subhankar Sarani, Pratap Bagan, Bankura Office and Godown to different Blocks of Bankura District, the other district of West Bengal and other States as per order of WBSSCL- Subhankar Sarani, Pratap Bagan, Bankura & Vice- Versa .In the event of e-filling, intending Bidders may download the Tender Documents from the website.
2. [www.wbtenders.gov.in](http://www.wbtenders.gov.in) and [www.wbsscl.com](http://www.wbsscl.com) directly with the help of Digital Signature Certificate.
3. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website. [www.wbtenders.gov.in](http://www.wbtenders.gov.in) and [www.wbsscl.com](http://www.wbsscl.com) Submission of Technical Bids and Financial bids will be done as per time schedule.

Sl. No.	Particulars	Date and Time
1	NIT and Other Document(online) publishing date and document download start date	15/03/2018 at 5.00 PM
2	Bid submission start date (online)	15 /03/2018 at 5.30 PM
3	Bid submission closing date (online)	02 /04/2018 at 1:00 PM
4	Date of Bid opening for Technical proposal(online)	04 /04/2018 at 2:00 PM
5	Date of uploading list for Technically qualified Bidders (online) after disposal of appeals, if any (online)	-----
6	Date of Opening Financial Proposal (online)	After finalization of technically qualified bidders

4. Financial offer of the prospective tenderer will be considered only if the Technical bid of the tendered is found qualified by the "Tender Evaluation Committee". The decision of the TEC will be final and absolute in this respect. The list of the qualified bidders will be displayed in the website.
5. Seeds and other materials may be loaded and unloaded at 2 to 3 points or more points as will be directed by the corporation.
6. No haltage or demurrage charges will be provided by the Corporation.
7. For any transit loss in quality and quantity like shortage and pilferage, damage, rain soaking, the cost of seeds and inputs will be deducted from the bill at per selling price of the seeds and other inputs.
8. If the selected transporter unable to provide the service within 24 hours of instruction , the undersigned reserves the right to arrange the vehicle from the open market at any rate and the excess bill amount of the carrying will be adjusted from the bill of the transporter.
9. The selected transporter should visit the office regularly and collect the information regarding the transportation schedule.
10. The following statutory documents should be enclosed with the tender(folder)-
  - A) The each and every bidder participating in the bidding process must submit an affidavit on a Non-judicial Stamp Paper of Rs.10/- containing a self-declaration on "the bidding transporter has not been convicted/ blacklisted by any Govt. organization/ semi or quasi Govt. organization/ Corporation of GoI or any other State Govt. in the country during last three years". Suppression of such facts/ events happened during the period in question shall invite punishment to be decided by the Corporation along with disqualification from the bidding process.

- B) Earnest money of Rs...60,000.- (Rupees Sixty Thousand) only will have to be submitted through online in the form of RTGS/NEFT as per e-procurement portal of the Government of West Bengal <http://wbtenders.gov.in> and [www.wbsscl.com](http://www.wbsscl.com) in favour of WEST BENGAL STATE SEED CORPORATION LIMITED, Payable at , State Bank Of India, Machantala Branch- A/c No. 11110245796.& IFS Code:-SBIN0000022, are to be documented through e-filling.
- C) Copy of GST Registration No., PAN Card, Adhar Card & Last 3 years Income Tax Return Acknowledgement.
- D) Copy of valid Trade License.
- E) Copy of up-to-date Professional Tax Clearance Certificate.
- F) Copy of updated and valid Blue-Book, certificate of fitness, Insurance clearance paper of at least (1) **one own truck**.
- G) Bank Account details.
- H) Attested copy of credential certificate for at least **Rs.20,00,000 (Rupees Twenty Lakhs )** only on an average per year for the last three consecutive Financial years of Govt. or Govt. Undertaking organization for transportation of seed & other agricultural inputs.
11. All the challan(s) in the same date/ received at the common date to a particular route through a single or more than one vehicle must be treated as a single consignment & the weight will be considered as a whole.
  12. All the receipted copy of the challan(s) will have to be deposited within 4(four) days of lifting.
  13. All the bill should be accompanied with the copy of the receipted challan(s) in duplicate and bills may be paid more than once in a quarter subject to availability of fund and bill is to submitted serially date wise.
  14. The contractor or his representative has to be present at the time of loading & unloading.
  15. The entire carrying work will be made in the way to enable the Corporation to pay the carrying bill at the lowest amount & regarding bill if any dispute arise the decision of the Corporation will be treated as final.
  16. All the specified work including Loading & Unloading work is to be completed within 10.30 am to 6.00 pm in general and time to be changed during emergency work.
  17. Necessary TDS will be deducted from the bill of the contractor as per I. T. Act.
  18. Corporation will not be responsible for any type of prosecution made by the Traffic Police authority against Transporter while in transit and cost of materials will be realized from the transporter's bill.
  19. The earnest Money of the successful tenderer will be treated as Security Deposit.
  20. In some of the cases the unloading charges varies from the quoted rate. For such condition the transporter has to provide the relevant vouchers of unloading duly signed by the ADA of the block/Sabhapati/ Pradhan with the stamp in exceptional circumstances.
  21. The envelope should be superscripted as "TENDER FOR TRANSPORTATION".
  22. The transportation charges will be paid on the basis of Distance Covered X Weight X Rate + Loading & Unloading charges.
- 23. Penalties for Non-Compliances, Violations and Non-Performance:**
- The following penalties would be imposed for non-compliance, violation or non-performance of any of the terms and conditions of the tender:
- a) EMD and the entire security deposit if any would be forfeited. However, if the value of goods involved in such non-compliance, violation or non-performance is less than the total amount of the EMD and the security deposit, the forfeited amount would be restricted to the value of goods involved.
  - b) The supplier will be blacklisted for three years from participation in any tender process of the WBSSC Ltd. The supplier would be given an opportunity of being heard in this regard. The matter would be considered by the tender recommending authority and it shall make a recommendation in this regard. The recommendation of the tender recommending authority shall be considered by the tender accepting authority or the State Government as may be specified.
24. The authority reserves the right to accept or reject any tender either full or part or all tender without assigning any reason or may reason or may impose further condition if it is found deems necessary in further.
  25. In case of small consignment for supplying in short distance, lump sum amount will be required for transportation of the same. The same minimum including Loading & Unloading is to be mentioned at BOQ under item no. 61 in the basic price column only.
  26. IN case of outside State transportation, the rate to be mentioned at BOQ under item no.-62 in Basic Price column only.
  27. In case of loading & unloading charges for up-to 30Kg minikit in item no.-63 and above 30 Kg per quintal in general bags in item no.-64 and c per quintal in cartoons in item no. 127 to be mentioned at BOQ in the Basic Price column only.
  28. All challan issued and received on same date to a particular route must be treated as a single consignment and weight is to be considered in each consignment as a whole.
  29. The intended bidder must submit rate in BOQ both for general bags and cartoons.
  30. All statutory papers are submitted in soft copy only. Hard copies are not entertained by office.
  31. If any statutory document(s) are not submitted by any bidders within above mentioned time frame, their proposals will be liable for rejection.

After receipt of rate acceptance letter communicated by the District Manager, WBSSC Ltd. Subhankar Sarani, Pratap Bagan, Bankura the successful transporter shall execute an agreement in the prescribed format covering all the terms and conditions on a Non-Judicial Stamp Paper (purchased in the name of the bidder at his own cost) of Rs. 50/- within Five working days from the date of receipt of the letter of acceptance.

32. The transport contract period as per agreement executed between bidder & WBSSCL-Subhankar Sarani, Pratap Bagan , Bankura, will be at least for one year and may be extended for further one year with mutual consent between the bidder and WBSSCL unless terminated prematurely by WBSSCL at its discretion and satisfaction. No enhancement of rate will be allowed for that period due to hike of price of diesel, petrol, spare parts etc.
33. In the event of failure to comply the order by L1 bidder, L2 bidder will be offered to provide service at the quoted L1 rate and in the event of failure to comply the order by L1 & L2 bidders, L3 bidder will be offered to provide service at the quoted L1 rate.
34. Misconduct, misbehavior with the staff and officers and with any customers the Corporation reserves absolute right to terminate the contract one before the contract period.
35. Any disputes, questions or difference or any interpretations arising out of or in connection with the terms & conditions of this tender if not settled/ resolved amicably, then they shall be referred to a sole arbitrator who shall be appointed by the Department of Agriculture, Govt. of West Bengal in accordance and subject to provision of the Arbitration and Conciliation Act, 1996 or any other enactment or statutory modification thereof for the time being in force. The place of Arbitration shall be Kolkata and the language of arbitration shall be English. The award of the arbitrator shall be binding on both the parties.

When any dispute occurs and when any dispute is under arbitration, except for the matter under dispute, the parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations as per the agreement based on terms & conditions of the tender.

All disputes and Court cases are subject to the Jurisdiction of the Hon'ble Calcutta High Court only.

Sd/-

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**District Manager**  
**West Bengal State Seed Corporation Limited**  
**Bankura**

***Memo No. ...388/1(7)..... / WBSSCL / BNK***

***Dated: 15 / 03 / 2018***

Copy forwarded for information to-

1. The Managing Director, WBSSC Ltd. 6, Ganesh Chandra Avenue, 5<sup>th</sup> Floor, Kolkata-700013.
2. The Regional Manager, WBSSC Ltd., Burdwan Region.
3. The District Magistrate, Bankura District.
4. The Sabhadipati, Bankura Zilla Parishad, Bankura(Sadar).
5. The Deputy Director of Agriculture (Admn.), Bankura.
6. Senior Accountant / Sr. Assistant (Store) WBSSCL /Bnk.
7. The Notice Board of WBSSC Ltd. Bankura, 3 daily news paper & Website of this office for wide circulation.

Sd/-

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**District Manager**  
**West Bengal State Seed Corporation Limited**  
**Bankura**

## Section-A

### General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors participate in e-tendering.

#### Registration of Contractor:-

Any Contractor willing to take part in the process of e-tendering will have to be enrolled & registered with the Government e-procurement system, through login on to <https://wbtenders.gov.in> the contractor is to click on the link for e-tendering site as given on the web portal.

#### Digital Signature Certificate (DSC):-

Each contractor is required to obtain a class-III Digital Signature Certificate (DSC) for submission of tender from the approved service provider of the National Informatics Centre on payment of requisite amount. Details are available at the website stated in clause A. I. above. DSC is given as a USB e-token. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in clause A. I. using the Digital Signature Certificate. This is the only mode of collection of Tender documents.

#### Submission of Tenders:-

Tenders are to be submitted through online to the website stated in clause A.I. in two folders at a time for each work, one in Technical Proposal 7, and the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly digitally signed. The documents will get encrypted (transformed into non readable formats).

#### Technical Proposal:

The Technical Proposal should contain scanned copies of the following in two covers (folders)-

a) Statutory Cover (folders) containing the following documents:

- (i) Earnest money of **Rs-60,000/- (Rupees Sixty Thousand)** only will have to be submitted through online in the form of RTGS/NEFT as per e-procurement portal of the Government of West Bengal <http://wbtenders.gov.in> and [www.wbsscl.com](http://www.wbsscl.com) in favour of **WEST BENGAL STATE SEED CORPORATION LIMITED Payable at [State Bank of India, A/c No-11110245796 & IFS Code:-. SBIN0000022, Branch: Machantala** are to be documented through e-filing.
- (ii) Copy of GST Registration No., PAN Card, Aadhaar Card & Last 3 years Income Tax Return Acknowledgement.
- (iii) Copy of valid Trade License.
- (iv) Copy of up-to-date Professional Tax Clearance Certificate.
- (v) Copy of updated and valid Blue-Book, certificate of fitness, Insurance clearance paper of at least one own truck. (vi) Bank Account details.
- (vii) Attested copy of credential certificate for at least **Rs-20,00000. (Rupees Twenty Lakhs)** only on an average per year for the last three consecutive Financial years of Govt. or Govt. Undertaking organization for transportation of seed & other agricultural inputs.

N.I.T. (Downloaded properly and upload the same digitally signed.). The rate will be quoted in the BOQ. Quoted rate will be encrypted in the BOQ under Financial Bid. In case of quoting any rate in N.I.T., the tender is liable to be summarily rejected.

b) Non Statutory covers (folders) contains following documents:

- (i) List of technical/nontechnical staff.
- (ii) Power of Attorney (if applicable).

### THE ABOVE STATED STATUTORY / NON- STATUTORY (TECHNICAL DOCUMENTS) SHOULD BE ARRANGED IN THE FOLLOWING MANNER:

Click the check boxes besides the necessary documents in the documents list and then click the TAB 'Submit Non Statutory Documents' to send the selected documents to Non-Statutory folder. Next click the TAB "Click to Encrypt and Upload" and then click the "Technical" folder to upload the Technical Documents.

Sl No.	Category Name	Sub Category Description	Details
1	Certificate(s)	Certificate(s)	PAN, Trade License, Asdhaar Card, P.Tax (Challan) 2016-17; GST Registration certificate and Latest 3years IT Return Acknowledgement.
2	Company Detail(s)	Organization Detail(s)	Proprietorship firm (Trade License), Partnership Firm(Trade license & Partnership Deed), Limited Company (Incorporation certificate, Trade License) Society (Society Registration Copy, Trade License, Power of Attorney)
3	Credential	Credential-1	Similar nature of work done & Completion certificate which is applicable for eligibility in this tender.
4	Manpower	Technical Personnel/ unskilled labour	List of Technical staff / unskilled Labour with structure s and a organization (as per N.I.T.)

## **Tender Evaluation Committee (TEC)**

1. Evaluation committee constitute as per order of the Managing Director, West Bengal State Seed Corporation Ltd will function as Evaluation Committee for selection of Technically Qualified Contractors.
2. *Opening & evaluation of Tender:* If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
3. *Opening of Technical Proposal:* Technical proposal will be opened by the District Manager, West Bengal State Seed Corporation Ltd., Bankura and his Authorized representative electronically from the website using their Digital Signature Certificate (DSC).
4. Intending Tenderers may remain present if they so desire.
5. Cover (folder) for statutory documents will be opened first and if found in order, cover (folder) for statutory documents will be opened. If there any deficiency in the statutory documents the tender summarily be rejected.
6. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
7. Summary list of technically qualified tenders will be uploaded online.
8. Pursuant to scrutiny & decision of tender Evaluation Committee, the summery list of eligible tenders & the serial number of work for which their proposal will be considered and uploaded in the web portal.
9. During evaluation the bidders may remain present with original copies of all documents submitted through e-tender for verification.

### **Financial Proposal**

1. The financial proposal should contain the following documents in one cover (folder) i.e., Bill of Quantity (BOQ). The contractor is to quote the item wise rate on the through computer in the space marked for quoting rate of BOQ.
2. Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.
3. Penalty for suppression/distortion of facts: If any participator fails to produce the original hard copies of the documents like Completion certificate and any other documents on demand of the Tender Evaluation Committee within a specified timeframe or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tender and action may be referred to the appropriate authority for prosecution as per relevant IT Act.
4. Rejection of Bid: WBSSC Ltd., reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all the Bids at any time prior to the award of the contract without there by incurring any liability to the affected Bidder or Bidders of the ground for WBSSC Ltd.'s action.
5. Award of Contract:
  - (i) The bidder who have quoted lowest rate in maximum numbers of items preference will be given to him, provided he accepts in writing to execute the whole contract on the basis of lowest rate (L1) of all items.
  - (ii) The Bidder who's Bid has been accepted will be notified by the Tender Inviting and Accepting Authority through acceptance Letter / Letter of Acceptance.

#### **NOTE**

1. System Generated Comparative Statement will not be accepted.
2. Maximum point will be decided part wise A & B, who's quoted rate will be lower and the same will be accepted as L-1.
3. Maximum number of L-1 included Part A & B would be offered the work.

Sd/-

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**District Manager**  
**West Bengal State Seed Corporation Limited**  
**Bankura.**