



OFFICE OF THE DISTRICT MANAGER
WEST BENGAL STATE SEED CORPORATION LIMITED
(A Govt. of West Bengal Company)

Seed Complex, Gour Road, Mokdumpur, Malda-732103, Phone no. 03512-254928

Memo No.:154/WBSSC/MLD

Dated: 10.08.2017

NOTICE INVITING - E - TENDER

Tender Reference No. : WBSSCL/MLD/eNIT- 02/2017 - 18.

Sub: - Packeting, Processing & Drying of different types of Seeds, Fertilizer and Other Agricultural Inputs in WBSSCL, Malda Godown, Malda.

Notice inviting e-tender no. 02, dated 10.08.2017 of the District Manager, West Bengal State Seed Corporation Ltd., Seed Complex, Gour Road, Mokdumpur, Malda-732103 from the reputed and experienced Parties/Co-operative/ Labour Contractor for Packeting, Processing & Drying of different types of Seeds, Fertilizer and Other Agricultural Inputs in W.B.S.S.C Ltd. Malda Go-down. **Estimated Tender Value is Rs. 2, 50,000.00 (Two Lakh and Fifty Thousand only.)**

Terms and Conditions

1. In the event of E-filling, intending Bidders may download the Tender Documents from the website www.wbtenders.gov.in directly with the help of Digital Signature Certificate.
2. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website www.wbtenders.gov.in. Submission of Technical Bids and Financial Bids will be done as per time schedule stated below:

Sl. No.	Particulars	Date and Time
01.	NIT and other documents (online) publishing date	11.08.2017 – 09:00 AM
02.	Documents download start date	11.08.2017 – 10:00 AM
03.	Bid submission start date (online)	11.08.2017 – 10:00 AM
04.	Bid submission closing (online)	18.08.2017 – 06:00 PM
05.	Date of Bid opening for technical proposal (online)	21.08.2017 – 11:00 A M
06.	Date of uploading list for technically qualified Bidders (online) after disposal of appeals, if any (online)	Will be intimated later on.
07.	Date of Opening Financial Proposal (online)	Will be intimated later on

3. Financial offer of the prospective tenderer will be considered only if the technical Bid of the tenderer 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.
4. The contractor will be responsible for accuracy of weight and other function. If any discrepancy is noticed all the pending bills are liable to be cancelled followed by forfeiture of security deposit and cancellation of work contract.
5. All the assigned works are to be completed within specific period of time and date as instructed. This is to be noted that the minikits to be distributed under calamity relief work should be done on war footing basis. Failing which due to labour unrest/absence of labour the undistributed cost of minikits will be deducted from the pending bill.
6. The cost of materials required for packeting and processing of seeds such as sutali, thread, colour, marker etc will to be borne by the contractor.
7. The contractor has to pay visit every day in office during working hours to know about the job. The eligibility of the tenderer will be made on the basis of lowest rate quoted on maximum points/items as per BOQ.
8. The processing machine, weighing scale and bag closing machine will be provided by the office. Before and after work all the machines to be properly cleaned and oiling / greasing to be done. If any machine is found out of order due to miss handling, the repair cost will be realized from the contractor.



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9. The following statutory documents should be enclosed with the tender (folder) :-
- (a) **Processing fees Rs.1000/-** (One thousand only) will have to be submitted through **Demand Draft** only, in favour of "**WEST BENGAL STATE SEED CORPORATION LTD.**" Payable at **MALDA**. Bidders are requested to submit the scanned copy of **Processing Fee** (Demand Draft) within the technical documents and submit the original Demand Draft at the office of the District Manager, West Bengal State Seed Corporation Limited, Malda on or before the date of Technical Bid opening.
 - (b) **Earnest Money of Rs. 5, 000/-** (Five Thousand Only) will have to be submitted through **Demand Draft** only, in favour of "**WEST BENGAL STATE SEED CORPORATION LTD.**" Payable at **MALDA**. Bidders are requested to submit the scanned copy of EMD(Demand Draft) within the technical documents and submit the original Demand Draft at the office of the District Manager, West Bengal State Seed Corporation Limited, Malda on or before the date of Technical Bid opening.
 - (c) Copy of G.S.T Registration Certificate [GSTIN], PAN Card & Latest IT Return Acknowledgement.
 - (d) Copy of valid Trade License.
 - (e) Copy of up – to date Professional Tax Clearance Certificate.
 - (f) Bank A/C details.
 - (g) Attested copy of Credential Certificate for at – least Rs. 25, 000/- (Twenty five Thousand only) on an average per year for the last Financial years of Govt. Or Govt. undertaking organization for **packeting & processing work**.
 - (h) List of skilled /unskilled labour.
10. After work the godown is to be properly cleaned every time. The empty bags are to be cleaned and bundled in fifty pieces bundle and arranged properly in particular place as per direction of the storekeeper.
11. The working hour will be fixed by the office on the basis of work load. No overtime is admissible for the same. The tenderer must have the capacity to arrange labour for emergent work within as short time.
12. Both packeting & processing work is prone to accident if proper precaution has not been taken by the contractor. Hence the contractor should provide one or more skilled labour for proper handling of electrical equipments. Necessary protective materials are also to be provided to labours for handling poisonous chemicals. In case of any damage caused to the labour or any accident occur in the godown, WBSSC Ltd., Malda will not take responsibility. The contractor will be responsible for carelessness.
13. The successful tenderer may submit his bills in duplicate after completion of certain quantum of work and will be paid subject to sanction of fund by WBSSC Ltd., Kolkata. Necessary TDS will be deducted as per rules.
14. **The Earnest Money of the successful tenderer will be treated as Security Deposit**
15. The entire packeting & processing work will be made in the way to enable the corporation to pay the packeting & processing bill at a lowest amount & regarding bill if any dispute arise the decision of the corporation will be treated as final.
16. The authority reserve the right to accept or reject any tender either full or part or all tenders without assigning any reason or may impose further conditions if it is found necessary in future.
17. The intended bidder must submit rate in BOQ both for packeting, processing, drying & labour charges.
18. **If any statutory documents are not submitted by any bidders within above mentioned time frame, their proposals will be liable for rejection.**



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19. The contract period will be at least for one year and may be extended further 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.
20. In case of any litigation, the matter will be referred to Kolkata High Court jurisdiction.

Sd/-
District Manager (Incharge)
W.B.S.S.C. Ltd. Malda

Memo No.: 154/1(8)/WBSSC/MLD

Dated: 10.08.2017

Copy forwarded for his kind information and taking necessary action to:-

1. The Managing Director, WBSSCL, Kol-13.
2. The Regional Manager, WBSSCL, Jalpaiguri /Burdwan Range.
3. The District Magistrate, Malda.
4. The Deputy Director of Agriculture (Admin), Malda.
5. The Assistant Director of Agriculture (Marketing), Malda.
6. The District Cultural & Information Officer, Malda.
7. The District Informatic Officer (NIC), Malda.
8. Notice Board of this Office.

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District Manager (Incharge)
W.B.S.S.C. Ltd. Malda



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Tender Evaluation Committee (TEC)

1. Evaluation Committee constitute as per order of the Managing Director, West Bengal State Seed Corporation Limited will function as Evaluation Committee for selection of Technically Qualified Contractors.
2. Opening and 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 proposals will be opened by the District Manager, West Bengal State Seed Corporation Limited, Malda and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
4. Intending Tenderer may remain present if they so desire.
5. Summary list of technically qualified tenders will be uploaded online.
6. Pursuant to scrutiny & decision of Tender Evaluation Committee, the summary list of eligible tenders & the serial number of work for which their proposal will be considered and uploaded in the web portal.
7. During evaluation the bidders may remain present with original copies of all documents submitted through e-Tender for verification.

FINANCIAL PROPOSAL

8. 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 line through computer in the space marked for quoting rate of BOQ.
9. Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.
10. 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 time frame 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.
11. **Rejection of Bid:**
W.B.S.S.C 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 W.B.S.S.C Ltd's action.
12. **Award of Contract:**
 - a. 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.
 - b. 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 number of L 1 in B.O.Q would be offered the work.

Sd/-
District Manager (Incharge)
W.B.S.S.C. Ltd. Malda