



Office of the District Manager
WEST BENGAL STATE SEED CORPORATION LIMITED

(A Govt. of West Bengal Company)

Beej Bhabhan, Pharing Danga, P.O. - Abas, Paschim Medinipur, PIN-721 102

Memo No.-353/AC-16/WBSSCL/MID

Date: 14/06/2017

Notice Inviting e-Tender

Tender Reference No: WBSSCL/Midnapore/NIT-1/2017-18

Sub:- Transportation of different types of Seeds and other Agricultural Inputs

Notice inviting e-tender no. I dated 14/06/2017 of the District Manager, West Bengal State Seed Corporation Ltd., Beej Bhavan, Faringdanga, Abas, Midnapore, Dist. Paschim Medinipur-721102 from the Reputed and Experience Transporter for Transportation of different types of Seeds and other Agricultural Inputs in BAGS & CARTONS from West Bengal State Seed Corporation Ltd., Midnapore Go-down to different blocks of Paschim Medinipur, Purba Medinipur, Jhargram district and the other Districts of West Bengal and also to the neighbouring States and Vice Versa. Approx Tender Value is 65, 00,000.00 (Rupees sixty five Lacks Only).

Terms and Conditions

1. The scope of work involves Transportation of different types of Seeds and other Agricultural Inputs in BAGS & CARTONS from West Bengal State Seed Corporation Ltd., Midnapore Go-down to different blocks of Paschim Medinipur, Purba Medinipur, Jhargram district and the other Districts of West Bengal and also to the neighbouring States and Vice Versa.
2. In the event of E-filing, Intending Bidders may download the Tender Documents from the Website www.wbtenders.gov.in 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 submission of Technical Bids and Financial Bids will be done as per time schedule stated below:

Sl. No.	Particulars	Date and Time
01.	Date of uploading of NIT and other documents (online).	14.06.2017-4.30 PM
02.	NIT and other documents (online) publishing date	14.06.2017 – 5.00 PM
03.	Document download start date	14.06.2017 – 5.30 PM
04.	Bid submission start date (online)	14.06.2017 – 6.30 PM
05.	Last date of submission of self attested copies of the Tender documents and earnest money (off line)	28.06.2017 – 4.00 PM
06.	Bid submission closing (online)	28.06.2017 – 4.00 PM
07.	Bid opening date for technical proposal (online & offline)	30.06.2017 – 4.30 PM
08.	Date of uploading list for technically qualified Bidders (online) after disposal of appeals, if any (online)	30.06.2017
09.	Date of opening Financial Proposal (online)	03.07.2017

4. 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.
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 the quality and quantity like storage and pilferage, damage, rain, soaking the cost of Seeds 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 reserved 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 information regarding schedule of transportation.
10. The following documents should be enclosed with the tender :-
 - a) Processing fees Rs. 3,000/- only by Demand Draft in favour of WEST BENGAL STATE SEED CORPORATION

- LTD. Payable at Midnapore.
- b) Earnest Money of Rs.1, 30,000 /- only by Demand Draft in favour of WEST BENGAL STATE SEED CORPORATION LTD. Payable at Midnapore.
- c) Copy of Service Tax Registration No. & PAN Card.
- d) Copy of valid Trade License.
- e) Copy of up-to date Professional Tax Clearance Certificate.
- f) Copy of Blue Book in respect of Owned vehicle, at-least one.
- g) Bank A/c Details.
- h) Attested copy of Credential Certificate for at-least Rs. 20,00,000/- (Rupees Twenty Lacks only) on an average per year for last three Financial years of any Govt. Undertaking Organization for transport Work.
11. All Challans in the same date / received at a common date to a particular route through a single or more than one vehicle must be treated as a single consignments & the weight will be considered as a whole.
12. The Contractor or his representative has to be present at the time of Loading & Unloading.
13. All the receipted copy of challans will have to be deposited within 5 days of lifting.
14. All the bill should be accompanied with the copy of receipted challans in duplicate and bills is to be paid subject to availability of fund & bill must be submitted date wise serially.
15. The entire carrying work will be made in the way to enable the Corporation to pay the carrying bill at a 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 and Unloading work is to be completed within 10.30 AM to 06.00 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 law.
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 by the Corporation.
19. The bill of carrying cost will be paid subject to the availability of fund.
20. An amount of Rs. 50000/- only has to be deposited by the successful tenderer as security deposit.
21. 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.
22. All technical documents should be submitted in sealed envelope and superscripted as "**Tender for Transportation**". Same to be dropped in to the drop box of WBSSCL, Midnapur (off line) within 28.06.17 upto 4PM.
23. The Transportation charges will be paid on the basis of distance covered X weight X Rate.
24. In case of small consignment for supplying in short distance in 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.
25. In case of outside state transportation, the rate has to be mentioned in the BOQ under item no.-62, in the basic price column only.
26. In case of Loading and Unloading charges for up-to 30 Kg. Minikit and above 30 Kg. Per quintal in general bags and per quintal in cartons to be mentioned at BOQ in the basic price column only.
27. All challans issued and received on the same date to particular route must be treated as a single consignment and weight is to be considered of each consignment as a whole.
28. The intended bidder must submit rate in BOQ both for general and cartons.
29. The authority reserve 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.

Sd/-

District Manager
WBSSCL Ltd., Midnapore
Dated: 14/06/2017.

Memo No. 353 (6)/WBSSCL/MID

Copy forwarded for necessary information to:-

- I)** Managing Director, W.B.S.S.C.Ltd., Kolkata – 700 012.
- II)** Regional Manager, W.B.S.S.C.Ltd., Burdwan Range.
- III)** District Magistrate, Paschim Medinipur
- IV)** Sabhadhipati, Paschim Medinipur Zilla Parishad.
- V)** Deputy Director of Agriculture (Administration), Paschim Medinipur, Purba Medinipur, Jhargram
- VI)** Notice Board of the Office of the undersigned.

Sd/-

District Manager
WBSSCL Ltd., Midnapore

SECTION – A
INSTRUNCTION TO BIDDER

General Guidance for e-tendering:-

Instructions/Guideline for electronic submission of the Tenders has been annexed for assisting the Contractors to 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 log 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 II or Class III Digital Signature Certificate (DSC) for submission of tender from the approved service provider of the National Information Centre (NIC) on payment of requisite amount. Details are available on 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 DSC. This is the only mode of collection of Tender documents.

➤ **Submission of Tenders:**

Tenders are required 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 and other is Financial Proposal before the prescribed date and 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 cover (folder).

(a) Statutory cover containing the following Documents:

- I) Demand Draft of R 130,000 (Rupees One lakh thirty thousand only) towards Earnest Money (EMD) as prescribed in the NIT in favour of West Bengal State Seed Corporation Limited Payable at Midnapore.
- II) Processing Fees R 3000 (Rupees Three thousand) only Demand Draft in favour of West Bengal State Seed Corporation Limited Payable at Midnapore.
- III) Copy of Service Tax Registration No. & PAN card.
- IV) Copy of Valid Trade licence.
- V) Copy of up-to date professional Tax clearance certificate.
- VI) At least one copy of Blue Book/Smart card in respect of Owned vehicle.
- VII) NIT (downloads properly and uploads the same digitally signed). **The Rate will be quoted in the B.O.Q. Quoted rate will be encrypted in the BOQ under Financial Bid. In Case of quoting any rate in NIT, the tender is liable to be summarily rejected.**

Statutory cover containing the following documents:

- i) Experience in Transportation of any organization/Co-operative (If any).
- ii) Power of Attorney.

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

Click the check boxes beside the necessary documents in the **My Document list** and then click the Tab “**submit Non statutory Document**” to send selected documents to Non –Statutory folder.

Next click the Tab “Click to Encrypt and upload” and then the “ Technical” folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-Category Description	Details
A	Certificates	Certificates	<ul style="list-style-type: none"> • PAN • Professional Tax Clearance certificate
B	Company Details	Organisation Details	<ul style="list-style-type: none"> • Proprietorship Firm (Trade Licence) • Partnership Firm (Partnership Deed, Trade licence) • Limited Company (Incorporation Certificate, Trade Licence) • Co-Operative Society (Society Registration Certificate, Trade Licence) • Power of Attorney
C	Credential	Credential-I	Similar nature of work Done & Completion certificate which is applicable for eligibility in this Tender.
D	Man-Power	Technical Personnel/ Unskilled Labours	List of Technical Staff/Unskilled labours with Structures and Organisation (As per NIT)

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 Government order is needed to be furnished.

Technical proposal:

3. Technical proposal will be opened by the District Manager, West Bengal State Seed Corporation Limited, Midnapore and his authorized representative electronically from the website using their Digital Signature Certificate.
4. Intending tenderer may remain present if they so desire.
5. Cover (folder) for statutory documents will be opened first and if it is found in order then Cover folder for Statutory documents will be opened. If there is any deficiency in the statutory documents then the tender summarily be rejected.
6. Decryption (transformed into readable format) 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 and decision of the Tender Evaluation Committee, the Summary list of eligible tenders and the serial Number
9. During evaluation the committee may summon the participators of the tender and seek clarification/information or additional document or original hard copy of any documents already submitted and if these are not produced within stipulated time frame then their proposals will be liable for rejection.

FINANCIAL PROPOSAL:

1. The financial proposal should contain the following documents in one cover (folder) i, e bill of quantity (B.O.Q). The contractor is to quote the **item wise rate** on line 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 copies of any documents like certificates or any other documents on the 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 then it may
4. be treated as submission of false documents by the Bidder and action may be referred to the appropriate authority for prosecution as per law of IT Act.
5. **Rejection of Bid:** WBSSC Ltd., reserve the right to accept or reject any Bid and to cancel the bidding processes or reject all Bids at any time prior to the award of contract without there by incurring any liability to the affected Bidder or Bidders on the ground of WBSSC Ltd's., action.
6. **Award of Contract:**
 - I. Preference will be given to the Bidder who have quoted lowest rate for maximum number item in BOQ, provided he accepts in writing to execute the whole contract and 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 Letter of Acceptance.

Note

1. System Generated comparative statement will not be accepted.
2. Quoted lowest rate in respect of Maximum items in part A & B, will be accepted as L 1.
3. Maximum number of L 1 included part A and part B would be offered the work.

Sd/-

District manager
WBSSC Ltd., Midnapore