



**Office of the District Manager**  
**WEST BENGAL STATE SEED CORPORATION LIMITED**

(A Govt. of West Bengal Company)

Road Station (Dakat Pukur), P.O. Krishnagar, Nadia, West Bengal, PIN-741101

Memo No.152/WBSSC/KNG

Dated: 11.07.2017

**NOTICE INVITING - E - TENDER**

**Tender Reference No. : WBSSCL/KNG/NIT - 02/2017 - 18.**

**Sub:- Transportation of different types of Seeds and other Agricultural Inputs in Bags & Cartoons from WBSSCL Krishnagar Go-down to different blocks of Nadia District, the other District of West Bengal and other state.**

Notice inviting e-tender no. 02, dated 11.07.2017 of the District Manager, West Bengal State Seed Corporation Ltd., Road Station (Dakat Pukur), Krishnagar, Nadia – 741101 from the reputed and experienced Transporter **who is the owner of at least one truck** for Transportation of different types of seeds and other Agricultural Inputs in BAGS & CARTOONS from W.B.S.S.C Ltd. Krishnagar Go-down to different blocks of Nadia District, other District of West Bengal and also to the neighbouring States and Vice Versa. **Estimated Tender Value is Rs. 30, 00,000.00 (Thirty Lakh 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	12.07.2017 – 3:00 PM
02.	Documents download start date	12.07.2017 – 4:00 PM
03.	Bid submission start date (online)	<b>12.07.2017 – 5:00 PM</b>
04.	Bid submission closing (online)	<b>28.07.2017 – 2:00 PM</b>
05.	Date of Bid opening for technical proposal (online)	<b>31.07.2017 – 3:00 PM</b>
06.	Date of uploading list for technically qualified Bidders (online) after disposal of appeals, if any (online)	-----
07.	Date of Opening Financial Proposal (online)	-----

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. Seeds and other materials may be loaded and unloaded at 2 to 3 points or more points as will be directed by the corporation.
5. No Haltage or Demurrage charges will be provided by the corporation.
6. For any transit loss in quality and quantity like storage and pilferage, damage, rain, soaking the cost of seeds & inputs will be deducted from the bill at per selling price of the seeds & other inputs.
7. 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.
8. The selected Transporter should visit the office regularly and collect the information regarding the transportation schedule.

9. The following statutory documents should be enclosed with the tender (folder) :-
- (a) **Processing fees Rs.3, 000/-** (Three thousand only) will have to be submitted through online in the form of Net Banking or RTGS / NEFT as per e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> in favour of WEST BENGAL STATE SEED CORPORATION LTD. Payable at KRISHNAGAR [STATE BANK OF INDIA, A/C NO. 11256012333, IFS CODE: SBIN0000122, BRANCH: KRISHNAGAR] are to be documented through e-filing.
  - (b) **Earnest Money of Rs. 60,000/-** (Sixty Thousand Only) will have to be submitted through online in the form of Net Banking or RTGS / NEFT as per e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> in favour of WEST BENGAL STATE SEED CORPORATION LTD. Payable at KRISHNAGAR [STATE BANK OF INDIA, A/C NO. 11256012333, IFS CODE: SBIN0000122, BRANCH: KRISHNAGAR] are to be documented through e-filing.
  - (c) Copy of Service Tax Registration No., PAN Card & Latest IT 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 one own truck.**
  - (g) Bank A/C details.
  - (h) Attested copy of Credential Certificate for at – least Rs. 10, 00,000/- (Ten Lakh only) on an average per year for the last three **consecutive** Financial years of Govt. Or Govt. undertaking organization for **transportation work in same line of business.**
10. All the challan 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.
11. All the receipted copy of challan will have to be deposited within 5 (five) days of lifting.
12. All the bills should be accompanied with the copy of receipted challan in duplicate and bills may be paid more than once in a quarter subject to availability of fund & bills is to be submitted serially date wise.
13. The contractor or his representative has to be present at the time of loading & unloading.
14. 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.
15. All the specified work including Loading & Unloading work is to be completed within 10.30 AM to 06.00 PM in general and time to be changed during emergency work.
16. Necessary TDS will be deducted from the bill of the contractor as per I.T. Act.
17. 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 bill.
18. **The Earnest Money of the successful tenderer will be treated as Security Deposit.**
19. 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.

20. The envelop should be superscripted as "Tender for Transportation".
21. The Transportation charges will be paid on the basis of distance covered X weight X Rate + Loading & Unloading charges.
22. 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.
23. 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.
24. In case of outside state transportation the rate to be mentioned at BOQ under item no. – 62 in basic price column only.
25. In case of Loading & Unloading charges for up-to 30 Kg minikit and above 30 kg per quintal in general bags and per quintal in cartoons to be mentioned at BOQ in the basic price column only.
26. 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 of each consignment as a whole.
27. The intended bidder must submit rate in BOQ both for general bags and cartoons.
28. **All statutory papers are submitted in soft copy only. Hard copies are not entertained by office.**
29. **If any statutory documents are not submitted by any bidders within above mentioned time frame, their proposals will be liable for rejection.**
30. **The transport contract period 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.**



District Manager  
West Bengal State Seed Corporation Ltd.  
Nadia, Krishnagar

Memo No.152/1(7)/WBSSC/KNG

Dated: 11.07.2017

Copy forwarded for necessary information to:-

- i) The Managing Director, W.B.S.S.C Ltd., 6, Ganesh Chandra Avenue, 5<sup>th</sup> Floor, Kolkata – 700 013.
- ii) The Regional Manager, W.B.S.S.C Ltd., Burdwan Range.
- iii) The District Magistrate, Nadia District.
- iv) The Dy. Director of Agriculture (Admin.), Nadia.
- v) Notice Board of this office, Nadia & website of this office for wide circulation.
- vi) Accountant/Store Keeper of this office.
- vii) M/S. Calcutta Communication Media, Kolkata – 700013 requested to arrange publication of this notice in newspaper.



District Manager

## **SECTION - A**

### **INSTRUCTION TO BIDDERS**

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#### **General Guidance for e-tendering:**

Instructions / Guidelines for electronic submission of the tenders have 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 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-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) 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 & 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) Processing fees Rs.3, 000/-** (Three thousand only) will have to be submitted through online in the form of Net Banking or RTGS / NEFT as per e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> in favour of WEST BENGAL STATE SEED CORPORATION LTD. Payable at KRISHNAGAR [STATE BANK OF INDIA, A/C NO. 11256012333, IFS CODE: SBIN0000122, BRANCH: KRISHNAGAR] are to be documented through e-filing.
- (ii) Earnest Money of Rs. 60,000/-** (Sixty Thousand Only) will have to be submitted through online in the form of Net Banking or RTGS / NEFT as per e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> in favour of WEST BENGAL STATE SEED CORPORATION LTD. Payable at KRISHNAGAR [STATE BANK OF INDIA, A/C NO. 11256012333, IFS CODE: SBIN0000122, BRANCH: KRISHNAGAR] are to be documented through e-filing.
- (iii)** Copy of Service Tax Registration No., PAN Card & Latest IT Return Acknowledgement.
- (iv)** Copy of valid Trade License.
- (v)** Copy of up – to date Professional Tax Clearance Certificate.

(vi) Copy of updated and valid Blue Book, certificate of fitness, Insurance clearance paper of at least one own truck.

(vii) Bank A/C details.

(viii) Attested copy of Credential Certificate for at – least Rs. 10, 00,000/- (Ten Lakh only) on an average per year for the last three **consecutive** Financial years of Govt. Or Govt. undertaking organization for **transportation work in same line of business.**

N.I.T. (Downloaded properly and upload the same Digitally Signed). The Rate will be quoted in the B.O.Q.

Quoted rate will be encrypted in the B.O.Q 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/Non Technical staff.

(j) 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 My 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	Detail(s)
A.	Certificate(s)	Certificate(s)	<ul style="list-style-type: none"><li>➤ PAN / Trade License</li><li>➤ P. TAX (Challan) 2016 -17</li><li>➤ Service Tax Registration</li><li>➤ Latest IT Return Acknowledgement</li></ul>
B.	Company Detail(s)	Organization Detail(s)	<ul style="list-style-type: none"><li>➤ Proprietorship Firm (Trade License)</li><li>➤ Partnership Firm (Trade License, Partnership Deed)</li><li>➤ Limited Company (Incorporation Certificate, Trade License)</li><li>➤ Society (Society Registration Copy, Trade License, Power of Attorney)</li></ul>
C.	Credential	Credential – I	Similar nature of Work Done & Completion Certificate which is applicable for eligibility in this Tender.
D.	Manpower	Technical Personnel / Unskilled Labours	List of Technical Staffs / Unskilled Labours with structures and 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 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, Nadia 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. 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 summary 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**

10. 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.
11. Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.
12. 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.
13. **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.
14. 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 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 & part B would be offered the work.



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