

EOI No. 70/WBSFPHDCL/1770/2024-25

Date: 26-12-2024

**WEST BENGAL STATE FOOD PROCESSING & HORTICULTURE
DEVELOPMENT CORPORATION LIMITED**

**BID DOCUMENT
FOR
SELECTION OF CONSULTANT FOR
PREPARATION OF DETAILED PROJECT REPORT FOR DIFFERENT
TOURISM RELATED PROJETS FOR WBSFP&HDCL**

DISCLAIMER

This bid document for selection of Consultant for PREPARATION OF DETAILED PROJECT REPORT FOR DIFFERENT TOURISM RELATED PROJETS FOR WBSFP&HDCL contains brief information on the scope of work, eligibility requirements and details of the selection process amongst others for the successful bidder.

Intimation of discrepancies in the bid document, if any, may be given, by the Bidders, to the office of WBSFP&HDCL within 48 hours from the time of publishing of bid. If WBSFP&HDCL receives no written communication, it shall be deemed that the Bidders are satisfied with the information provided in the bid document.

This bid document is not an agreement. The scope of work and other information as well as the right and obligations of the successful Bidder shall be set out in a separate agreement to be executed between WBSFP&HDCL and the successful Bidder.

WBSFP&HDCL reserves the right to accept or reject any or all Bids without giving any reasons thereof.

WBSFP&HDCL shall not entertain or be liable for any claim for costs and expenses in relation to the preparation of the documents to be submitted in terms of this bid document.

WBSFP&HDCL may include any other item in the Scope of work at any time after consultation with applicants or otherwise.

The WBSFP&HDCL reserves the right to relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the WBSFP&HDCL without assigning any reasons thereof.

NOTICE INVITING E-EXPRESSION OF INTEREST (E-EOI)

WBSFP&HDCL invites bids from Consultants for PREPARATION OF DETAILED PROJECT REPORT FOR DIFFERENT TOURISM RELATED PROJETS FOR WBSFP&HDCL. Interested Consultants with experience in DPR preparation in similar nature of Works in different State / Central Govt. Departments / P.S.U.s / Parastatals / High Court / Banks etc. with sound financial condition may download the E-EOI document/Form from WBSFP&HDCL's website/ Government e-procurement portal.

The tender document, along with duly filled Annexure should be submitted as E-EOI as per following schedule:

Important Dates:

Publication of EOI: 26/12/2024

Contact Person: Sandip Chandra, Assistant Engineer (Civil), WBSFP&HDCL, Mobile: 8017738040

Pre-Bid Meeting: 02/01/2025 at 02.00 PM in the Chamber of Managing Director, WBSFP&HDCL, Benfish Tower (6th Floor), GN-31, Sec – V, Salt Lake, Kolkata – 700091

Start date of submission of Bid: 02/01/2025 at 4 PM

Last date for the submission of Bid: 17/01/2025 upto 12 Noon

Date of opening of Technical Bids and evaluation thereof: 20/01/2025 at 12 noon

The tenderer should lodge objection to the tender inviting authority within two days (48 hours) from the date of publication of list of technically qualified bidders and beyond that time schedule no objection will be entertained by the authority.

Uploading of result of Evaluation of Bids: intimation later

In case the date of opening falls on a holiday, the bids shall be opened on the following working day at the same time and it will be binding on the Bidders for acceptance.

1. INTRODUCTION

WBSFP&HDCL is a Government of West Bengal Enterprise, under the Department of Food Processing Industries & Horticulture, engaged in supply of various planting material of fruit plants for different departmental schemes, as well as for convergence of activities with other departments promoting plantation.

Under administrative control of WBSFP&HDCL there are different Farms which are equipped with the Residential training centre, guest house for visitors, quality eco-friendly cottages, progeny orchards of various species of fruit plants and production centers of saplings with shade nets and poly houses etc. The serene and pristine natural beauty of the farms and associated places are real feast for the fraying minds and fatigued souls of the wanderlust persons. The city dwellers, frazzled by the din and bustle of the city life, can rejuvenate themselves in the lush greenery and attractive cottages of the farms, in the lap of nature.

2. SCOPE OF WORK

WBSFP&HDCL intends to appoint Consultant having proven experience in preparation of Detailed Project Report for Tourism related projects with modern Infrastructural Facilities / Buildings / Landscaping / Interior Decoration Work / Sanitary & Plumbing Works/ Sewage & Effluent Treatment / Fire Fighting Works/ Surveying and Levelling with Contour Map / Soil Testing/ Pavement Design/ CBR Testing etc. in different locations for WBSFP&HDCL. The DPR shall include technical suggestions. design /design layouts, detailed estimates for civil, mechanical & electrical works, technical specification for civil structures, machineries, electrical items and all other components included in it, waste management solutions etc. there by ensuring safe, better and hygienic surrounding.

The consultant have to prepare the Detailed Project Report with the following points to be included:

- A. To conduct feasibility study as to establishment of Tourism related and other civil or interior work projects and submit a draft report for approval of the authority to finalize the work plan.
- B. To submit the final feasibility study report after obtaining approval of the authority to draft feasibility report.

- C. To draw and submit a draft plan on the basis of feasibility study report so approval.
- D. To submit the final plan after obtaining approval of the draft plan.
- E. To submit the draft DPR containing BOQ and Drawing (excel and Auto Cad format and also in Online BOQ format) along with general arrangement drawing for approval of the authority.
- F. To submit the final DPR containing BOQ and Drawing (excel and Auto Cad format and also in Online BOQ format) duly vetted after obtaining approval of the authority.

2.1 Scope of Work relating to “Proposed Work (Civil)”:

- i. Detailed Architectural & Structural Drawing, Design including Interior Decoration Work duly signed by empanelled Architect / LBS and Structural Engineer in order to compliance for according necessary sanction / regularization of the Building Plans / landscaping works from the Appropriate Authority as per their norms and for according Provisional NOC from the Department of WBF&ES as per their norms and Estimate and structural drawing with structural stability certificate by registered / Empanelled Structural Engineer shall have to be vetted from Government Engineering Institution like Jadavpur University / Indian Institute of Engineering Science and Technology- Shibpur / IIT – Kharagpur /NIT – Durgapur etc.
- ii. Providing design (duly vetted) of Rigid / Flexible pavement and specifications of the item of works to be executed in the project.
- iii. Rendering Consultancy Services towards submission of the Plan for getting of all the Clearances, Sanctions and Approvals from respective organizations/ Authorities i.e., sanction / regularization of the Building Plans from the Appropriate Authority and Provisional NOC from the Department of WBF&ES and also for any modification / rectification / correction of Drawings / Plans as per requirement of the competent authority time to time till getting clearance, sanction and approvals. **The Statutory Fees of any competent authorities shall be borne by WBSFP&HDCL directly.**
- iv. Submission of Detailed estimates in the online BOQ format downloaded from NIC e-procurement system of proposed work with all facilitating components, Administrative Building, Boundary Wall and Gate with Security Room, Internal

Road, Overhead Reservoir, Underground Reservoir, Pump House, Electrical Sub-station building, MV/LV electrical distribution network, Fire Fighting System. Street Lighting, Electrical Wiring in Administrative Building and other infrastructures as mentioned in scope of work.

- v. Detailed Working Drawings and Estimates for the different buildings and general infrastructures like Land Development, Internal Road, Water Distribution Network, Drainage network with outfall to existing canal, Sewerage network, landscaping with plantation.
- vi. Detailed Working Drawings Design & Estimates for the Fire preventing measures including D. G. back up etc. and location for the entire land for proposed sites as required as per fire norms including Fire fighting Distribution System showing diameter of ring main, street hydrant etc. as per requirement with location.
- vii. Detailed drawing, design & estimate for the interconnecting pipe line from the deep tube wells and reservoirs and pump room showing dia. of pipe and depth as per requirement with location.
- viii. Detailed drawing, design & estimate for the Pump Houses as per requirement with locations shall have to be prepared and submitted.
- ix. Detailed drawing, design & estimate for the Sub Station Building with structural stability certificate by registered Structural Engineer as per requirement with location.
- x. Detailed drawing, design & estimate for the interconnecting pipe line from the deep tube wells and reservoirs and pump room showing dia of pipe and depth as per requirement with location shall have to be prepared and submitted.
- xi. Analysis of rate for all non-schedule items along with at least 03(three) nos. of supporting quotation as per requirement.
- xii. Preparation and submission of BOQ: - Estimation on the total cost of the project as per the current PWD schedule w.e.f. 01.11.2017 with current corrigenda is to be followed along with/without GST for submission in on-line BOQ for tendering purpose.
- xiii. Submission of Detailed drawings design & estimate for landscaping, Horticulture & Gardening.
- xiv. Any changes in Designs & Drawings necessary for the project and as suggested by the Higher Authority of WBSFP&HDCL during the progress of work & till

completion of the project, shall have to be done by the selected bidder free of cost. Also, any other unavoidable changes deemed necessary for DPR shall be done by the selected bidder free of cost.

2.2 Scope of Work relating to “Proposed Work (Electrical)”:

- i. Electrical layout plan showing technical specification along with Single line power diagram of the entire project are to be provided.
- ii. Distribution wiring with earthing attachment including LED light fittings & fixtures and main & sub- mains are to be considered in the BOQ.
- iii. Any special requirements of the concerned authority i.e. zone of Air conditioning, Computers and others electrical equipment's such as LAN & Internet connection along with other hardware's etc. are also to be considered in the BOQ along with layout drawing.
- iv. Total electrical connected load and demand load of the project including the details of machineries along with load details are to be submitted. Regarding machine load, the same has to be finalized in consultation with the WBSFP&HDCL.
- v. Compound lighting along with drawing is to be considered in the BOQ.
- vi. Computer system with inbuilt isolation transformer UPS, Battery with necessary wiring are to be considered in the BOQ.
- vii. Back up D.G. capacity with AMF panel should be finalized by the consultant as per discussion with the concerned authority and accordingly the same should be incorporated in the BOQ. The details of the machines which will be operated by the DG is to be submitted in consultation with WBSFP&HDCL.
- viii. The lightning protection system of the building, if required, is to be incorporated in the BOQ. Special lightning protection system with chemical earthing, if required is to be incorporated in the BOQ.
- ix. Water supply arrangements along with water pump motor sets (Submersible/Centrifugal/Mono Block) of required capacity are also to be considered in the BOQ, the calculation of selection of pump is to be submitted mentioning head and capacity.
- x. The BOQ, drawing of lift well, lift indicating capacity and the sanctioning of the same from appropriate authority shall also be in the scope of the Consultant.
- xi. LED sign board, telecommunication systems are also to be considered by the

consultant during the submission of BOQ as per discussion with the concerned authority.

- xii. Service connection cost to the project building, pump house and other common services payable to WBSEDCL/CESC are to be considered in the estimate for which SLPD, layout plan & BOQ to be submitted after discussion with WBSFP&HDCL.
- xiii. In the case of Sub-Station building/ MV-LV electrical Distribution network, preparation of required lay-out plan, basic electrical scheme and approval the same from the appropriate authority shall also be in the scope of the consultant. The estimated cost along with quotation from WBSEDCL/CESC is to be provided in the cost estimate for obtaining service connection from concerned power authority WBSEDCL/CESC.
- xiv. Roof top on grid solar power system with maximum capacity is to be incorporated in the BOQ as per discussion with the concerned authority. Necessary permission from CESC/WBSEDCL will also be under the scope of work of the consultant.
- xv. The estimate will be framed mainly on the basis of published W.B. Govt. PWD schedule (latest) of rates and for all non -scheduled items, necessary analysis of rates along with price list copy and/or quotation (minimum 03 nos) are to be enclosed along with the BOQ.
- xvi. Special type lighting, earthing, sound system and projector arrangement is to be incorporated in the BOQ as per discussion with the concerned authority.
- xvii. The provision for CCTV and fire alarm system along with all other related items are to be incorporated in the BOQ as per discussion with the authority. Necessary drawing is to be submitted by the consultant accordingly.
- xviii. Soft copy of all drawings (in AutoCAD and PDF format), BOQ (in excel format) etc. are to be submitted and hard copies in four(04) sets for draft DPR and final Six(06) sets after finalization of the draft DPR.
- xix. The fire fighting system including calculation for selection of main pump, jockey pump as per required discharge & Head with dedicated diesel engine driven fire pump and allied control gears are to be considered in the BOQ and obtaining NOC from WBFS. Fire fighting scheme complying recommendation of WBFS shall have to be prepared and submitted along with DPR.
- xx. Necessary co-ordination to be extended with CESC /WBSEDCL/ and or local Body for getting quotation /estimate for electrical infrastructure work (Substation or

Medium-Low voltage Distribution network) during the site inspection by the WBSEDCL/CESC.

Note:

The Consultant shall also have to render consultancy services, if desired and approved by the Authority, during execution and till completion of the project. This includes necessary addition / alteration / correction / modification of drawings, designs etc. (if any) as per site condition during execution of the project as per working drawing and to make arrangement for obtaining completion certificate from appropriate Authorities viz. Local Municipal Corporation / WBFS / WBPCB & other Govt. bodies as may be required.

3. DELIVERABLES

Proper executable deliverables (detail engineering drawings/document) shall be submitted such that selected Agency can execute the work without further engineering/directives at site for WBSFP&HDCL.

- i. 04 (Four) sets of the Draft detailed project report including drawing and online presentation as per direction of the Managing Director, WBSFP&HDCL.
- ii. Draft Design calculations, Drawings, BOQ – 04 (Four) sets of Hard copy and 1 set of soft copy.
- iii. 06 (Six) sets of the final detailed project report including drawing, design and calculation sheet duly vetted by the Government Engineering Institution like Jadavpur University / Indian Institute of Engineering Science and Technology- Shibpur / IIT – Kharagpur / NIT – Durgapur.
- iv. Bill of Quantities & Cost Estimates (As per Current PWD SOR both for Electrical & Civil) – 6 (Six) sets of hard copy + 1(One) soft copy (in excel format and also in online BOQ Format).
- v. Detailed Design Report and Drawings – 3 (Three) sets of Hard Copy + 1 (One) Soft Copy (in Autocad and Pdf. Format).
- vi. Working Drawings - 6 (Six) sets of hard copies + 1 (One) Soft Copy (Architectural. Structural and Electrical also)

- vii. Original copies of sanctioned plan both Architectural and Structural along with photocopies of 10 (Ten) Sets.
- viii. Completion certificate from the appropriate Authority.

4. PRE-QUALIFICATION CRITERIA

- a. Intending tenderers should have 05 (Five) years' experience for DPR preparation Works in different Govt. Deptts./ P.S.U.s/ High Court/ Banks etc. and having a strength of minimum required key professional staffs/ Associates for different sector of works.
- b. Intending tenderers should have to produce a credential for preparation of Final accepted DPR of at least Two (2) Projects each of minimum value of Rs. 50 Lakh at any State/Central Government Organizations of State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals within the last five financial years i.e. F.Y. 2019-20, 2020-21, 2021-22, 2022-23, 2023-24 prior to the date of issue of the tender notice.
- c. The prospective Bidder must have valid documents as per Clause 5A of this E-Tender Document.
- d. 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. The said Certificate should contain the particulars of the work completed, period of work and the total value of work.

5. MANDATORY DOCUMENTS REQUIREMENT:

A. For Technical Proposal

The technical proposal shall contain the signed and scanned copies of the following:

- a. Filled in form as given in Annexure – II
- b. Income Tax Return with Computation Certificate (For any three consecutive financial years within last five completed financial years i.e. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 & 2023-24)
- c. PAN Card
- d. Latest P. Tax Paid Challan

- e. Valid 15 Digit GSTN under GST Act 2017 & Registration Certificate
- f. Trade License valid as on submission of bid
- g. Technical Credentials
- h. Completion certificate for the work in technical credentials

Or

Payment certificate of the said work

- i. Partnership Deed in case of partnership firm
- j. Audited Balance Sheet with Profit-loss account (For any three consecutive financial years within last five completed financial years i.e. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 & 2023-24).
- k. Declaration in the agency's letterhead as to correctness of the copies of all documents submitted including Undertaking to the effect that the agency has not been blacklisted / debarred by any Govt. / Non Govt. Concern.
- l. Document in support of exemption in depositing earnest money (if claimed).

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 the consultancy fees (in percentage of Project Cost) including GST as per the following table:

Value of Project	Consultancy Fees (in percentage of Project Cost) including GST	
	In case of preparation of DPR Including Day to Day Supervision, Quality Control, Checking of Measurement, Certification of Bills etc.	In case of preparation of DPR including Day to Day Supervision, Quality Control, Checking of Measurement, Certification of Bills etc.
Upto Rs. 1.00 Crore		
Rs. 1.00 Crore to Rs. 2.00 Crore		
Rs. 2.00 Crore to Rs. 5.00 Crore		
Rs. 5.00 Crore to Rs. 10.00 Crore		
Rs. 10.00 Crore to Rs. 20.00 Crore		
Greater than Rs. 20.00 Crore		

The participant will be rejected in case it is uploaded in the folder of Technical Bid.

6. BID PROCEDURE

a. **Registration of Bidder:**

Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the **Government e-Procurement System / Portal: <http://www.wbtenders.gov.in>**

b. **Digital Signature Certificate (DSC)**

Each bidder 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).

c. **Collection of E-EOI Documents**

The intending Bidders can search and download E-EOI and Tender Document(s) electronically / from the **Government e-Procurement System / Portal** using the Digital Signature Certificate. **This is the only mode of collection of E-EOI Documents.**

d. **Submission of E-EOI**

E-EOIs are to be submitted online on the website <http://www.wbtenders.gov.in> in a single folder before the prescribed date and time using the Digital Signature Certificate (DSC). The documents are to be uploaded in the form of virus scanned copy duly signed. The documents will get encrypted (transformed into non readable formats).

e. **Earnest Money Deposit (EMD)**

Detailed procedure for online submission of Earnest Money Deposit (EMD)

Procedure to be followed for online submission of EMD is as below-

i. Login by Bidder

- a. A Bidder desirous of taking part in the tender invited by the Corporation shall logon to the e-procurement portal of <http://www.wbtenders.gov.in> using his login ID and password.

b. He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payment modes:

i. Net banking (any of the Banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank payment Gateway.

ii. RTGS/NEFT in case of offline payment through bank account in any Bank.

ii. Payment by Net Banking (any listed Bank) through ICICI Bank Payment Gateway

a. On selection of net banking as the payment mode, the Bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

b. Bidder will make the payment after entering his Unique ID and password of the Bank to process the transaction.

c. Bidder will receive a confirmation message regarding success/failure of the transaction.

d. If the transaction is successful, the amount paid by the Bidder will get credited to the concerned pooling account maintained with the Focal Point Branch of ICICI for collection of EMD/Tender Fees.

e. If the transaction is failure, the Bidder will again try for payment by going back to the first step.

iii. Payment through RTGS/ NEFT

- a. On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- b. The Bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account.
- c. Once payment is made, the Bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- d. If verification is successful, the fund will get credited to the concerned Pooling account maintained with the Focal Point Branch of ICICI Bank for collection of EMD/Tender Fees.
- e. Hereafter, the Bidder will go to e-procurement portal for submission of his bid.
- f. But, if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

iv. Refund of Earnest Money Deposit

The Earnest Money of all unsuccessful bidders will be refunded by the WBSFP&HDCL within 30 days from the date of finalization of tender. In case of successful bidder, the Earnest Money deposit will be released after 90 days from the date of finalisation of bid. No interest on Earnest Money will be paid by the Corporation.

v. Forfeiture of Earnest Money Deposit will be mandated under the following circumstances

- a. Withdrawal of bid, while bids are under consideration during the tendering period.

- b. Any unilateral revision made by the Bidder during the valid period of offer.
- c. Failure to accept the “Letter of Intent” or execute the Agreement.**
- d. Failure to execute work of the entire order or part thereof.
- e. Providing false or fabricated information / documents.

vi. Clarification of Bidding Document

- a. If there be any discrepancy or obscurity in the meaning of any clause of the bid document or if there be any query of the intending bidder, the bidder shall set forth in writing such discrepancies, doubt, obscurity or queries and submit the same to the Corporation marked to the ‘MD, WBSFP&HDCL’ prior to the date fixed for pre-bid meeting.
- b. The queries may be sent by email also to wbsfphdcl1@gmail.com up to one day before the date fixed for pre-bid meeting.
- c. The queries received by email up to one day before the date fixed for pre-bid meeting only shall be considered for response.
- d. Verbal queries will be accepted on the day of the pre-bid meeting. After the pre-bid meeting no query shall be entertained.
- e. The clarification given in response to the queries and issues raised in the pre-bid meeting shall be final and binding on the bidder.**

vii. Amendment of Bidding Document

At any time, prior to the deadline for submission of bids, WBSFP&HDCL may, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by issuing amendments. Any such amendment shall form the part of the bidding document. **Such amendments and clarifications in response to pre-bid meeting will be published on the same website and also on the website of the Deptt. of Food Processing Industries & Horticulture (<http://www.wbfpih.gov.in>). Prospective bidders are requested to visit the mentioned websites on a regular basis to keep abreast of**

any news. WBSFP&HDCL will bear no responsibility or liability for bidders failing to do so.

In order to afford the prospective bidders reasonable time in which to take the amendment into account in preparing their bids, WBSFP&HDCL may extend the deadline for submission of bids. Such amendments, clarifications etc. shall be binding on the bidders and will be given due consideration by the bidders while they submit their bids and invariably enclose such documents as a part of the bid.

viii. Penalty for suppression / distortion of fact

If any bidder fails to produce the original hard copies of the documents (especially Credential Certificates and audited balance sheets), or any other documents on demand of the Tender Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the bidder will be suspended / debarred / blacklisted / disqualified from participating in the tenders of the WBSFP&HDCL for a period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited. Besides, WBSFP&HDCL may take appropriate legal action against such defaulting bidder.

ix. Conditional and incomplete bids will be summarily rejected.

x. Any type of canvassing by the Bidder in furtherance of a bid is strictly prohibited. Such canvassing may lead to cancellation of its bid.

xi. Exemption of any kind for any of the eligible bidder towards cost of EMD will be according to

- a. 4245-F(Y) dated 28th May'2013 issued by Finance Department, Audit Branch, Govt. of West Bengal.
- b. 6718-F(Y) dated 08.09.2015 issued by Finance Department, Audit Branch, Govt. of West Bengal.

- xii.** The Tender Committee reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Bidder at any stage of bidding.
- xiii.** The Bidder shall bear all costs associated with the preparation and submission of the Bid and the purchaser will in no case be responsible and liable for those costs.

7. INSTRUCTIONS TO BIDDERS

- a. The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. WBSFP&HDCL shall not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.
- b. It shall be deemed that by offering a Bid, the Bidder has:
 - i. Made a complete and careful examination of the bidding documents of the proposed work, received all relevant information from WBSFP&HDCL;
 - ii. Satisfied itself about all matters, things and information hereinabove necessary and required for bidding, execution of the agreement in accordance with the bidding documents and performance of all of its obligations there under;
 - iii. Acknowledged and agreed that ignorance of any of the matters hereinabove shall not be a basis for any claim for compensation, damages, claim for performance of its obligations, loss of profits, etc. from WBSFP&HDCL;
 - iv. Agreed to be bound by the undertakings submitted by it under and in terms hereof.
- c. Any corrigendum including extension of date or change of date for submission of

the tender shall be published on the website and that shall be deemed to have been seen by the bidders.

- d. Final selection of Agency/Handling Agent from the bid received will be done at the discretion of WBSFP&HDCL and the decision of WBSFP&HDCL shall be final and binding on all the participating parties.
- e. Details submitted by the parties shall be examined in line with criteria mentioned at Clause No. 3. All the terms and conditions shall be considered in totality and applications received without documents complying with the above conditions shall be summarily rejected.
- f. Applicants can also be asked to furnish additional information/confirmation in connection with verification of the documents submitted by them, if deemed necessary.
- g. If at any stage, it is found that the documents submitted by the applicant or their claims are false, then the offer of the bid will be rejected and/ or the agreement/contract will be terminated.

8. FEES PAYABLE

The following fees are payable at various stages of the bidding process:

a. E-EOI Process Fee:

E-EOI Process Fee of Rs. 1,000/- (Non-refundable) should be submitted online through e-Payment, NEFT/RTGS along with submission of Bid Document along with other supporting documents as mentioned above. Tenders submitted without tender process fee shall be rejected outright and shall not be processed.

b. Earnest Money Deposit (EMD):

EMD of Rs. 50,000/-(Rupees Fifty thousand) only shall be paid for every bid.

c. Security Deposit:

The successful L1 bidder who will get Work Order, will have to deposit Rs. 2,00,000/- (Rupees Two lakh only) in the form of Demand draft issued by any scheduled bank in favour of the WEST BENGAL STATE FOOD PROCESSING& HORTICULTURE DEVELOPMENT CORPORATION LIMITED payable at Kolkata. The security deposit will be released at the time of final bill payment by WBSFPHDCL. No interest on Security Deposit will be paid by the Corporation.

9. SUBMISSION OF BIDS:-

The bidder shall submit the bid in two separate parts:

Part-I shall be named “Technical Bid” and shall comprise of as below:

- i. Annexure - I (Tender Form)
- ii. Annexure - II (General Information)
- iii. Annexure - III (Undertaking)

Part-II shall be named “Financial Bid”

The Financial proposal should be as per Clause 5B.

10. PROCEDURE FOR SELECTION

All the applications received in response to the notice for tender will be scrutinized by the Evaluation Committee to be formed by WBSFP&HDCL in a two phase evaluation process:

Phase-I:

All the proposals received will be scrutinized to assess their eligibility based on the qualifying criteria. Those proposals which do not meet the qualifying criteria will be rejected, forthwith, or at any stage of detection.

Phase II:

- 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.

11. TERMINATION

WBSFP&HDCL reserves the right to terminate the Agreement proposed to be executed with the successful party with 15 days written notice to successful bidder in the event of:

- a. The successful bidder violates any clauses applicable to this EOI;
- b. Unsatisfactory performance by the successful bidder at any time during the contract period.
- c. Misrepresentation with regard to any information at any time during the contract period;
- d. The EMD/Security Deposits will be forfeited in case of condition (a&b) mentioned above and if the selected Agency show unwillingness to execute the contract after agreement is signed.

12. DISPUTE RESOLUTION

In the event, any dispute arises between the successful bidder and WBSFP&HDCL in connection with this tender, the interpretation of any provision of this tender or the rights, duties or liabilities of the successful bidder/ WBSFP&HDCL under this tender, same shall be referred to a sole Arbitrator to be jointly appointed by the WBSFP&HDCL and the agency.

In the event disputes are not resolved even after appointment of Arbitrator either of the Parties shall be free to approach appropriate court of law. The Courts in Kolkata alone have the exclusive jurisdiction in respect of all disputes in relation to this tender.

13. PAYMENT

After completion of each successful completed submitted DPR the Selected Bidder will submit bill in duplicate to WBSFPHDCL duly certified by the appropriate authority.

The Selected Bidder shall receive payments after receiving of payments from concerned Government Departments/ Authority along with satisfactory completion report. No interest can be claimed by the Agency for any delay of receiving payment from Indenting Authority.

Sd/-

MANGAING DIRECTOR

WBSFP & HDCL

ANNEXURE - I

TENDER FORM

To: Managing Director
WBSFP&HDCL
6th Floor Benfish Tower
GN Block
Sector V
Salt Lake – 700 091

Sub: Selection of Consultant for PREPARATION OF DETAILED PROJECT REPORT FOR DIFFERENT TOURISM RELATED PROJETS FOR WBSFP&HDCL

Sir,

The undersigned having read and examined in detail all the tender documents pertaining to your assignment, do hereby express the interest to do the work as specified in the scope of work.

Sl.No	Description	Response
1.	Name of the Organization	
2.	Address	
3.	Name, designation & address of the person to whom all references shall be made	
4.	Telephone (with STD code)	
5.	Mobile No. of the contact Person	
6.	E-mail of the contact person	
7.	Fax No. (with STD code)	

We have enclosed the following documents:

1. Form A should be submitted on the company's letter head duly seal and signed by the authorized person.
2. E-EOI Process Fee of Rs. 1,000/- (Non-refundable) in favor of the WBSFP&HDCL Ltd, payable at Kolkata.
3. EMD
4. General information of the Bidder in Schedule II

5. Undertaking in Schedule III
6. Self-Attested copies of all Supporting Documents.

I/ We hereby declare that my/ our Tender is made in good faith and the information contained is true and correct to the best of my/ our knowledge and belief.

Thanking you,
Yours faithfully,

(Signature)

Name: _____

Designation: _____

Mobile No.: _____

e-mail: _____

ANNEXURE - II:

Sl. No.	Particulars	Details thereof
1	Name of the Bidder	
2	a) Full Office address	
	b) E-Mail I.D.	
	c) Mobile No.	
3	Name of the contact person with Mobile Number	
4	Documents to be submitted by the Bidder	Whether submitted (Yes / No)
	a. NIT documents including corrigendum, if any	
	b. E.M.D.	
	c. Income Tax Return with Computation Certificate (For any three consecutive financial years within last five completed financial years i.e. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 & 2023-24)	
	d. PAN Card	
	e. Latest P. Tax Paid Challan & P. Tax Enrolment Certificate	
	f. Valid 15 Digit GSTN under GST Act 2017 & Registration Certificate	
	g. Trade License valid as on submission of bid	
	h. Technical Credentials (Completion certificate for the work in technical credentials Or Payment certificate of the said work)	
	i. Partnership Deed in case of partnership firm	
j. Audited Balance Sheet with Profit-loss account (For any three consecutive financial years within last five completed financial years i.e. F.Y. 2019-20, 2020-21, 2021-22, 2022-23 & 2023-24)		
5	Any other points considered to furnish	

ANNEXURE - III:

UNDERTAKING
(To be printed in agency Letterhead)

- 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 work within the period stipulated in the work 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 Parastatals during the last three consecutive years up to the last date of submission of Tender.

Date:

Signature of the Applicant

Place: