

**WEST BENGAL STATE FOOD PROCESSING
&
HORTICULTURE DEVELOPMENT CORPORATION LIMITED**
(A GOVT. OF WEST BENGAL ENTERPRISE)
BENFISH TOWER (6th Floor)
31, G.N. Block, Sector-V
KOLKATA – 700091
Mail Id-wbsfphdcl1@gmail.com

NIT No:95/WBSFPHDCL/1770/2023-24

Date: 28.02.2024

NOTICE INVITING E-TENDER**1. Invitation**

E-Tenders are hereby invited from vegetable seed Producers /authorized Distributors / authorized Dealers of producers/ Suppliers having sufficient technical and financial capabilities for supply of seed kit –I containing the Red Amaranthas seed (Local improved variety- 50 gm. per kit)& seed kit-II containing the Palak seed (All Green / Local improved variety- 350 gm. Per kit) to the different Blocks in the State of West Bengal.

Statement of Supply:

Sl No	Name of the Item	Variety	Quantity (no. of kit)	Estimated Cost Rs.	Earnest Money	Tender Fee	Ensuring place of stock*	Completion of Supply
1	Red Amaranthas seed (21 districts except Darjeeling & Kalimpong)	Local improved variety-	1324960 nos. kit. (50 gm. per kit)	8.03 Crores. (Approx.)	Rs. 16,06,000/- (Rupees sixteen lakh six thousand only)	Rs. 2000/- (Rupees two thousand only)	Within 10 (ten) days from issue of initial supply order selected bidder *See joint order.	Within 15 working days from date of receiving of seed tresting report as “recommended” and issue of final supply order by email.
2	Palak seed (Darjeeling & Kalimpong)	All Green / Local improved variety-	13780 nos. kit. (350 gm. Per kit)					

1. Scope of Work

- i. The WBSFPHDCL, hereinafter referred to as the Tender Inviting Authority, seeks offers for supply of seed kit –I containing the Red Amaranthas seed (Local improved variety- 50 gm. per kit) & seed kit-II containing the Palak seed (All Green / Local

improved variety- 350 gm. Per kit), as specified above, from the reputed, experienced and bonafide vegetable seed Producers /authorized Distributors / authorized Dealers of producers/ Suppliers.

- ii. The successful Bidder has to supply of seed kit –I containing the Red Amaranthas seed (Local improved variety- 50 gm. per kit) & seed kit-II containing the Palak seed (All Green / Local improved variety- 350 gm. Per kit) to the different blocks in the State of West Bengal within the stipulated period as specified in the Supply Order.

2. **Date & Time Schedule:**

Sl. No.	Particulars	Details of Tender
1	Tender No.	95/WBSFPHDCL/1770/2023-24 Date: 28.02.2024
2	Date of uploading (Publishing) of NIT and other Documents (Online)	28.02.2024 at 1 PM
3	Documents download start date (Online)	28.02.2024 at 1 PM
4	Bid Proposal Submission Start Date (Online)	28.02.2024 at 1 PM
5	Pre Bid meeting	05.03.2024 at 3 PM
5	Documents download end date (Online)	20.03.2024 up to 4 PM
6	Bid proposal Submission end date (Online)	20.03.2024 up to 4 PM
7	Date & Time of opening of technical bids (Online)	22.03.2024 at 4 PM
8	The tenderer must lodge objection , if any, 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	

3. **Eligibility criteria for participation in the Tender:**

- i. The prospective Bidders must have valid Trade license/ Certificate of Enlistment, PAN, GST Registration Certificate, IT return for three consecutive financial years within the period from 19-20 to 2022-23, valid Seed License.
- ii. Audited Balance Sheet & Profit & Loss Statement of accounts for the last three consecutive financial years within the period from 19-20 to 2022-23.
- iii. Authorized Dealers/ Distributors of seeds should have valid

Dealership / Distributorship Certificate issued under the signature of the authorized signatory of the seeds producing company.

- iv. An undertaking (self-certificate) that the bidder hasn't been blacklisted by a Central/ State Government Institution and that there has been no litigation with any Government Department on account of similar services must be submitted.
- v. Intending tenderers should have to produce a credential for supply of seeds of the minimum value of 30% of the estimated amount put to tender for single financial year at any State/Central Government Organizations of State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals during five years prior to the date of issue of tender notice.
- vi. 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 for supplying the seeds. The said Certificate should contain the particulars of the items supplied, period of supply and the total value of supply.
- vii. **Bidder must have positive net worth for last three years.**

Mandatory Documents Requirement:

A.For Technical Proposal

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

- I. TenderDocument
- II. Application in Annexure-I
- III. Seed License (Valid as on last date of submission of bid)
- IV. Payment Certificate or Work Completion Certificate as referred in Clause 6 above
- V. PAN Card
- VI. Trade License/ Certificate of Enlistment (Valid as on last date of submission of bid)
- VII. IT return for three consecutive financial years within the period from 19-20 to 2022- 23
- VIII. Audited Balance Sheet & Profit & Loss Statement of accounts for the last three consecutive financial years within the period from 19-20 to 2022-23.
- IX. GST Registration Certificate
- X. Valid Distributorship/Dealership Certificate from the Seeds Producing Company (if the bidder is a Distributor/Dealer).
- XI. Proof of submission of EMD
- XII. An undertaking (self-certificate) that the bidder hasn't been blacklisted by a Central/ State Government Institution and that there has been no litigation with any Government Department on account of similar services must be submitted.
- XIII. **Net Worth certificate for the last three financial year,**

certified by a licensed Chartered Accountant.

XIV. Supporting documents regarding EMD exemption (if claimed)

The requisite documents are to be submitted in the respective folder of the E-Tenderportal. 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

Bill of Quantity (BQQ):The Bidder is to quote separately the rate for each seed kit –I containing the Red Amaranthas seed (Local improved variety- 50 gm. per kit) for 21 districts except Darjeeling & Kalimpong & seed kit-II containing the Palak seed (All Green / Local improved variety- 350 gm. per kit)) for Darjeeling & Kalimpong online in the space marked in the BQQ. This rate must include all rates including carrying, loading and unloading, printing, packaging etc. upto the point of supply at Block level.

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

GENERAL TERMS AND CONDITIONS

1. Registration of Bidders

Any Bidder willing to take part in the process of e-Tendering will have to be enrolled and registered with the Government e-Procurement system/ Portal, <http://www.wbtenders.gov.in>. Each Bidder is to obtain a Digital Signature Certificate for submission of tenders from the approved Service Provider of the National Informatics Centre (NIC).

2. Collection of Bid Documents

The Bidder can search and download NIT and Tender Documents electronically from the Government e-Procurement system using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

3. Submission of Tender

Tenders are to be submitted online on the website <http://www.wbtenders.gov.in> in two folders at a time, one in Technical Proposal and the other in Financial Proposal, before the prescribed date and time, using the Digital Signature Certificate. The documents submitted by the Bidder should be properly indexed and self-attested with seal.

4. **Earnest Money**i. **Online Deposition of Earnest Money**

Earnest Money is to be deposited in favour of the WEST BENGAL STATE FOOD PROCESSING & HORTICULTURE DEVELOPMENT CORPORATION LIMITED through ICICI Bank Payment Gateway failing which the tender will be treated as informal. The Bidders desirous of taking part in the tender have to deposit Earnest Money @ Rs. 16,06,000/- (Rupees sixteen lakh sixthousand) only and Tender Fee @ Rs. 2000/- (Rupees Tow thousand)only.

For deposition of Earnest Money (at the prescribed rate), the bidders can refer to the user manual available in "Bidders Manual Kit (Point 10)". Payment should not be made in Corporation's Account directly. It should be deposited through options available on the tendering portal only.

ii. **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, on receipt of application from the bidder. In case of successful Bidder, the Earnest Money deposit will be released after 30 days from the date of completion of supply. No interest on Earnest Money will be paid by the Corporation.

iii. **Forfeiture of Earnest Money deposit:**

Earnest Money deposit is liable for forfeiture in the event of:

- a. Withdrawal of offers, while offers are under consideration during the validity period.
- b. Non acceptance of supply order.
- c. Any unilateral revision made by the Bidder during the valid period of the offer.
- d. Failure to execute supply of the entire order or part thereof.

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

1. 4245-F(Y) dated 28th May'2013 issued by Finance Department, Audit Branch, Govt. of West Bengal.
2. 6718-F(Y) dated 08.09.2015 issued by Finance Department, Audit Branch, Govt. of West Bengal.

Bidder has to submit supporting documents for claiming exemption.

5. Clarification of Bidding Document:

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'. The queries may be sent by email to wbsfphdcl1@gmail.com. The clarification given in response to the queries shall be final and binding on the bidder.

6. 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 will be published on the same website.

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.

7. Responsive Bidders:

Prospective applicants are advised to note carefully the minimum qualification criteria before tendering the bids. Conditional / incomplete tender will not be accepted under any circumstances. Bidders fulfilling all conditions and criteria set forth and qualifying in the Technical Bid as well as making submission of Financial Bid in stipulated manner shall be considered responsive.

8. Quoting the Rates in B00:

- i. The intending Bidders are required to quote the rate online. No offline offer will be entertained.
- ii. Bidders are to quote the rate for each seed kit-I containing the Red Amaranthas seed (Local improved variety- 50 gm. per kit) for 21 districts except Darjeeling & Kalimpong & each seed kit-II containing the Palak seed (All Green / Local improved variety- 350 gm. Per kit) for Darjeeling & Kalimpong to be supplied to the different blocks in the State of West Bengal. Rate should be quoted separately for seed kit I and

seed kit II.

- iii. All Bid prices quoted in the BOQ shall be inclusive of all kind of Taxes, Cess, charges including packaging transportation loading, unloading, carrying and delivery up to the Blocks.
- iv. The price should be firm, final and irrevocable and not subject to any change whatsoever even due to increase in cost of materials, other components, labour cost etc. and any changes or imposition of statutory levies till the completion of supply as per order.

9. **Rate Validity:**

The rate shall remain valid for a period of 9 (nine) months from the date of acceptance of tender.

10. ***Evaluation of Tenders for qualifying in Technical Bid***

- i. All Bids will be evaluated and compared on the basis of the submitted documents. The Tender Inviting and Accepting Authority will determine the eligibility of each bidder through a Tender Committee. The bidders shall have to satisfy all the clauses specified in eligibility criteria, evaluation committee reserves the right to relax the evaluation criteria.
- ii. Technical proposal will be opened first by the Authorized representative of the WBSFPHDCL electronically using Digital Signature Certificate.
- iii. Technical Proposals ,which are declared valid by Tender Committee will only be accepted and qualify for next stage of evaluation i.e. Financial Bid.

11. ***Evaluation of Tenders for qualifying in Financial Bid***

- 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 schedule 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 not to accept the lowest quoted rate and cancelled the tender stating specific ground in writing.

12. **Issue of supply order**

Normally, **an initial** supply order will be issued to the L1 Bidder for supplying the indented quantity of the materials. **Final supply order shall be issued on date of receipt of "recommended" seed testing report and shall be informed by email.** If seed testing report is 'Not Recommended', no final supply order shall be placed and no cost of seed against initial supply order shall be borne.

To facilitate the purpose , the L1 Bidder has to produce the entire stock in his go-down within seven

I/490129/2024

days from the date of placing the initial supply order, for random collection of samples by the officials of the Seed Testing Laboratory of Department of Agriculture, Government of West Bengal .

The quantity mentioned is approximate quantity. The total requirement may increase / decrease from the approximate quantity mentioned above depending on the changing scenario. Supply of the indented quantity of material to the appointed places shall be completed within 15 working days of the issue of **final** supply order

- i. If the Bidder fails to deliver any or all of the materials within the time specified in the supply order due to his fault or inefficiency, the Corporation may deduct a sum equivalent to 2.5% of the price of the delayed materials will be deducted for each week of delay or fraction thereof until actual delivery.
- ii. In case, the delay is beyond two weeks, the Corporation may issue termination notice to the Bidder to proceed with any or all of the necessary part of supply.

Such failure on the part of the Bidder leading to delay beyond two weeks will result in forfeiture of Security Money and also debar him to take part in the tender process of the Corporation for the next three consecutive years.

13. Deliverables :

- i. Before delivery of the seed, necessary seed testing should be completed from Seed Testing Laboratory of Agriculture Department, Govt. of West Bengal and only RECOMMENDED seed should be supplied.
- ii. Transit losses, any kind of damage before supply etc. will have to be borne by the Supplier.
- iii. **The seeds will be packed in standard packet seed kit-I containing Red Amaranthas seed 50gm seed & seed kit-II containing Palak seed-350 gm. in each packet, the cover of which to be printed as per the matter supplied by Corporation . Cost of printing on packet will be borne by supplier.**

14. Adherence to the Prescribed Specifications:

No deviation from the specifications prescribed by the Corporation will be accepted by the Authority. The entire supply will be accomplished under the strict monitoring of the entrusted official personnel of the Corporation.

15. Right to Accept Any Bid and / or to Reject Any or ALL Bids:

The Corporation reserves the right to accept or reject any or all bids and to annul the tendering process and

all bids prior to issue work order, without thereby, incurring any liability to the affected Bidder or Bidders or any liability to inform the Bidder of the ground for such action.

16. **Security Deposit:-**

There shall be Security Deposit 10% of the total order value. EMD will be converted to Security Deposit for successful bidder. He has to deposit balance amount before final order.

17. **Grounds for Disqualification:**

- i. During scrutiny or at any stage of bidding process or even after issuance of supply order, if it comes to the notice of the Tender Inviting Authority that the bidder has willfully made any misleading or false representation in the documents/ statements and attachments submitted as the proof of the qualification requirements.
- ii. If the Bidder fails to complete the supply within the period stipulated in the supply order due to his own fault/ inconvenience or supply of poor sub-standard quality materials.

Then in both the cases, the Corporation shall reserve the right to cancel the supply order and debar the supplier from participating in any Tender to be invited by the Corporation in the next three years.

18. **Disputes:**

- i. In the event of any question/dispute or difference arising between WBSFP&HDCL and the Agency on any matter covered by these Terms & Conditions or arising directly or indirectly therefrom or connected with these Terms & Conditions in any manner, the matter shall be sorted out between the Managing Director, WBSFP&HDCL and the Agency and in the case of non-resolution of dispute the matter shall be referred to the ACS / Pr. Secretary / Secretary of the Department of Food Processing Industries and Horticulture, Govt. of West Bengal. When at that level the dispute is not resolved, the dispute would be resolved by the sole Arbitrator appointed jointly by the two parties and his award shall be final.
- ii. The High Court of Kolkata alone shall have jurisdiction to adjudicate thereon.

I/490129/2024

- iii. The place of Arbitration will be Kolkata and the language shall be English.
- iv. The award of the Arbitrator shall be binding on both the parties.

19. **Negotiations:**

It is clarified that normally no rate negotiation will be done and therefore the Bidders should quote their lowest prices only, however, the Corporation may negotiate the rates with the L1 Bidder in exigencies, if required to do so with prior concurrence of the Finance Department.

20. **Execution of Agreement :**

After finalization of tender the successful tenderers will be required to execute at their own cost a duly Non-Judicial stamped agreement paper in the prescribed format within 7 (seven) days regulating the terms & Conditions of supply

21. **Payment of Bill:**

- a. Invoice/ Bills, along with original receipted copy of Challan, have to be presented to the WBSFP&HDCL after completion of supply, the supplier shall receive payments on back to back basis i.e., WBSFPHDCL will pay to be supplier only after receiving of payments from concerned Government Departments/ Authority. The Corporation will not take any responsibility for payment until it has received payment from the concerned Govt. Departments/ Authority. No interest can be claimed by the Agency for any delay of receiving payment from Indenting Authority through Bank Transfer, to the *bidder's* acknowledged Bank Account, after deducting penalties, if any, arising due to sub standard/ delay supply.
- b. The details of the Bank Account (Account No. and IFSC Code, Bank Name and Branch) and name of the Account Holder shall be submitted along with the Bill. If these details are given on a separate page, then that page must also be signed by the same person who is signing the Invoice / Bills along with stamp / seal.

**MANAGING DIRECTOR
WBSFP&HDC**

Annexure -II

Application for Participation in Technical Bid

To,
The Managing Director

I/490129/2024

WBSFP&HDCL
Benfish Tower (6th floor)
31, G.N, Salt Lake, Sec V
Kolkata- 700091

Sub: Supply of seed kit -I containing the Red Amaranthas seed (Local improved variety- 50 gm. per kit) & seed kit-II containing the Palak seed (All Green / Local improved variety- 350 gm. Per kit) to the different Blocks in the State of West Bengal.

Ref. No. 95/WBSFPHDCL/1770/2023-24
Dated: 28.02.2024

Sir/Madam,
Having examined the terms & conditions of the above NIT, I do hereby submit the following information and relevant documents for furtherance of my proposal for participation in the tender

Eligibility Particulars

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. Payment certificate/ work completion certificate	
	c. PAN Card	
	d. Trade License/ Certificate of Valid up to-Enlistment	
	e. Valid Distributorship / Dealership Certificate from the Seeds Producing Company (if the bidder is a Distributor/Dealer). Valid Distributorship / Dealership Certificate from the Seeds Producing Company (if the bidder is a Distributor/Dealer)..	
	f. IT return for three consecutive financial years	

within the period from 19-20
to 2022-23

g. GST Registration Certificate

h. Seed License (Valid as on
last date of submission of
bid)

i. Audited Balance Sheet &
Profit & Loss Statement of
accounts for the last three
consecutive financial years
within the period from 19-20
to 2022-23.

5 Any other points considered to
furnish

UNDERTAKING

- 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 rate quoted by me will be valid and binding upon me for the entire period as stipulated in the Tender.
- iv. If I fail to complete the supply within the period stipulated in the supply 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.
- v. I shall maintain the specifications of the materials as per NIT and shall replace the sub-standard materials at my own cost.
- vi. 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: