



**WEST BENGAL STATE FOOD PROCESSING  
&  
HORTICULTURE DEVELOPMENT CORPORATION LIMITED  
(A GOVT. OF WEST BENGAL ENTERPRISE)  
BENFISH TOWER (6<sup>th</sup> Floor)  
31, G.N. Block, Sector-V  
KOLKATA - 700091**

No: 25/WBSFPHDCL/1762/2019-20

Date: 14.02.2020

**NOTICE INVITING TENDER**

**1. Invitation**

Sealed tenders are hereby invited in two bid system from the reputed, experienced, bonafide Nurseries/ Suppliers having sufficient capabilities for supplying the following items to the 29 (twenty Nine) nos. of different Schools of Cooch Behar district in the State of West Bengal.

**STATEMENT OF SUPPLY**

| Name of the Item   | Quantity   | Place of delivery                             | Earnest Money | Period of Completion of work                   | Eligibility of supplier   |  |  |  |  |
|--|------------|---|---------------|--|---|--|--|--|--|
| <b>A. Implements per school</b>  |            |   |               |  |   |  |  |  |  |
| Spades (Large + Small)   | 2 Pcs.     | School of Cooch Behar district of West Bengal | Rs.5,000/-    | 10 days from the date of issue of supply order | Experienced, Bonafide, Nursery/ Suppliers having necessary credentials. |  |  |  |  |
| Trowel   | 1 Pc.      |   |               |  |   |  |  |  |  |
| Fork   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Hoe  | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Rake   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Scythe   | 1 Pc       |   |               |  |   |  |  |  |  |
| Sickle   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Shovel/digger  | 1 Pc       |   |               |  |   |  |  |  |  |
| Hand sprayers  | 1 Pc       |   |               |  |   |  |  |  |  |
| Water Can  | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Knife/cutter (katari)  | 1 Pc       |   |               |  |   |  |  |  |  |
| Bucket   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Basket   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Irrigation pipe  | 1 set      |   |               |  |   |  |  |  |  |
| Plastic crate  | 2 Pcs.     |   |               |  |   |  |  |  |  |
| <b>B. Fruit Plants of height (1ft. to 1 ½ ft.) &amp; inputs per school</b> |            |   |               |  |   |  |  |  |  |
| Lime/Lemon gooti   | 5 Pcs.     |   |               |  |   |  |  |  |  |
| Guava gooti  | 5 Pcs.     |   |               |  |   |  |  |  |  |
| Ber grafted  | 4 Pcs.     |   |               |  |   |  |  |  |  |
| Litchi gooti   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Mango grafted  | 4 Pcs.     |   |               |  |   |  |  |  |  |
| Jack fruit   | 2 Pcs.     |   |               |  |   |  |  |  |  |
| Cowdung compost/FYM  | 440Kg.     |   |               |  |   |  |  |  |  |
| Vermi Compost  | 220 Kg.    |   |               |  |   |  |  |  |  |
| Neem cake  | 60 Kg.     |   |               |  |   |  |  |  |  |
| Bone Meal + /SSP/MOP   | 5 Kg.      |   |               |  |   |  |  |  |  |
| Bio pesticides   | 0.5 Kg.    |   |               |  |   |  |  |  |  |
| <b>C. Vegetable Seeds &amp; inputs per School</b>                          |            |   |               |  |   |  |  |  |  |
| Tomato   | 100 grams. |   |               |  |   |  |  |  |  |
| Bhendi   |            |   |               |  |   |  |  |  |  |
| Amaranthus   |            |   |               |  |   |  |  |  |  |
| Cabbage  |            |   |               |  |   |  |  |  |  |
| Cauliflower  |            |   |               |  |   |  |  |  |  |

|              |  |  |  |  |  |
|--------------|--|--|--|--|--|
| Brinjal      |  |  |  |  |  |
| Radish       |  |  |  |  |  |
| Palak        |  |  |  |  |  |
| Colocasia    |  |  |  |  |  |
| Coriander    |  |  |  |  |  |
| Poi          |  |  |  |  |  |
| French beans |  |  |  |  |  |

- The prospective tenderers must have to deposit Rs.5,000/- as Earnest Money by Pay Order / Demand Draft drawn in favour of the West Bengal State Food Processing & Horticulture Development Corporation Ltd. (WBSFP&HDCL) payable at Kolkata.
- The Earnest Money Deposit (EMD) may be submitted physically/sent by post to the office of the West Bengal State Food Processing & Horticulture Development Corporation Ltd. under sealed cover so that it may reach this office before the last date and time of opening the Tenders. Tenders received beyond the stipulated date and time will not be entertained.
- Both technical and financial Bid are to be submitted concurrently, duly signed by the Tenderer, under separate sealed cover super-scribed as “**Tender for Supplying the Planting Materials , Seeds and Agri-inputs etc to the different schools of Cooch Behar District**” and to be **addressed to The Managing Director, WBSFP&HDCL .**
- The **Financial Offer** of the prospective tenderers will be considered only if the **Technical bid** of the tenderer is found valid by the **Tender Committee** of the WBSFP&HDCL. **The decision of the Tender Committee will be final and binding on all concerned and no challenge against such decision will be entertained.**

#### Date and Time Schedule

| Sl.No. | PARTICULARS                              | DATE & TIME  |
|--------|--|--|
| 1.     | Date of Publishing of N.I.T.             | 20.02.2020   |
| 2.     | Bid proposal submission start date       | 20.02.2020   |
| 3.     | Bid proposal Submission end date         | 26.02.2020 up to 3 P.M.  |
| 4.     | Last date of Earnest Money Deposit       | 26.02.20 up to 3P.M.   |
| 8.     | Date & Time of opening of technical bids | 26.02.2020 at 4.00 p.m.<br>In the event of this date being declared as Govt. holiday for WBSFP&HDCL, the technical bid shall be opened on the next working date at the scheduled time. |

#### 2. Eligibility criteria for participation in the Tender

- Experienced, bonafide Nurseries/ Suppliers intended to participate in the tender has to supply the requisitioned items as per desired quantity and specification.
- The prospective tenderer should have credential for supply of Horticultural items to the State/Central Government Organization or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals of an amount of Rs. 1 Lakh (Rupees one lakh) only during the last two financial years i.e. within 2017-18 and 2018-19.
- The tenderer must submit the copy of the Payment Certificate or Work Completion Certificate, as the case may be, under the signature of the Competent Authority for



supplying the horticultural items. The said Certificate should contain the particulars of the items, period of supply and the total value of supply.

- iv. Copies of PAN Card, P.Tax Deposit Challan for the year 2018-19/ 2019-20, IT Return for the assessment Year 2018-19 / 2019-20 and Trade License issued in the name of the Tenderer (valid on the last date of submission of Tender)

### **3. Collection of Bid Documents**

The tenderer can search and download NIT and Tender Documents electronically from the Computer once he logs on to the website of the Corporation ( [www.ipshabengal.com](http://www.ipshabengal.com) ) as well as the website of the Department of FPI & H ( [www.wbfpjh.gov.in](http://www.wbfpjh.gov.in) ),. This is the only mode of collection of Tender Documents.

### **4. Submission of Tender**

Tenders are to be submitted to the office of the W.B.S.F.P.&H.D.C.Ltd before the scheduled date and time and to be dropped in the **Tender box to be kept at the General Section of the Office of the Corporation.**

**The technical proposal shall contain the copies of the following-**

- Application in Annexure-I duly signed by the applicant
- **Copies of-**
  - I. PAN Card
  - II. P. Tax Deposit Challan for the financial year 2018-19/2019-20
  - III. Trade License issued in the name of the Tenderer (valid on the last date of submission of Tender).
  - IV. Credentials for supply of Horticultural items of an amount of Rs.1 Lakh (Rupees one lakh ) only during the last two financial years i.e. within 2017-18 and 2018-19.
  - V. IT Return for the assessment year 2018-19/2019-20

**Failure in submission of any of the above documents may render the tenderer liable to be rejected. If any document is not applicable to the Tenderer, he must have given declaration explaining reason thereof.**

**The Financial proposal should contain --**The offer of the tenderer in Annexure-II against the indicative price of each of item.

## **GENERAL TERMS AND CONDITIONS**

### ***1. Earnest Money***

#### ***i. Refund of Earnest Money deposit***

The Earnest Money of all unsuccessful tenderers will be refunded by the WBSFPHDCL on receipt of application from the tenderers. In case of successful tenderer, the Earnest Money deposit will be released after satisfactory completion of Supply. No interest on Earnest Money will be paid by the Corporation.

#### ***ii. 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 tenderer during the valid period of the offer.
- d) Failure to execute the Supply of the entire order or part thereof.



## **2. Responsive Tenderer**

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.

Tenderers 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.

## **3. Quoting the rates**

- a. The intending tenderers are required to quote the rate against the indicative price of each of item. Assessment of the successful Tenderer will be done on the cumulative price of the rates offered against each item/each group of item as applicable taken together. The rate shall remain valid for a period of 180 days from the date of Issue of supply orders .
- b. The price should be firm, final and irrevocable and not subject to any change whatsoever even due to increase in cost of supplying the Planting Materials, Seeds other components, Labour cost etc. and any changes or imposition of statutory levies till the completion of supply as per order.

## **4. Issue of supply order.**

The supply order will be issued to the L-1 Tenderer for supplying the Planting Materials, Seeds other components as per desired specification.

Before issuance of supply order, the Tender Inviting Authority may physically verify the credentials and other documents of the lowest tenderer if found necessary. After verification, if it is found that the documents submitted by the lowest tenderer are either manufactured or false, in that the case the supply order will not be issued in favour of the said tenderer under any circumstances and the Earnest Money deposited to this effect will be forfeited.

## **5. Evaluation of Tenders for qualifying in Technical Bid**

All Tenders will be evaluated and compared on the basis of the submitted documents.

The Tender Inviting and Accepting Authority will determine the eligibility of each Tenderer through a Tender Committee. The Tenderers shall have to satisfy all the clauses specified in the eligibility criteria.

During scrutiny and before issuing supply order, if it comes to the notice of the Tender Inviting Authority that the credential or any other paper is incorrect / manufactured/ fabricated, that Tenderer would not be allowed to participate in the tender and that application will be rejected without any prejudice.

## **6. Evaluation of Tender for qualifying in Financial Bid**

Evaluation will be done on the basis of qualified technical bids and the Rate quoted in the Annexure-II for the Tendered items.

## **7. Schedule of Supply:**

The Tenderer has to complete the supply of the requisitioned items to the respective schools within 10 days from the date of issue of the supply order. The delivery time will be within 11 a.m. to 4 p.m. The Tenderer has to give prior intimation to the concerned recipient at least three days before the date of supply.

## **8. Delay in supply**

It is emphasized by the Corporation and understood by the supplier that the period of delivery, stipulated in the supply order is the essence of the supply. It is admitted by the supplier that any delay in delivery may obviate the necessity of supply and thereby affect the



interest of the Corporation. If the reason of delay is beyond the control of the Tenderer, then it should be communicated to the Corporation in writing for its necessary intervention,

#### **9. Defaults**

If the Tenderer fails to deliver any or all of the planting materials and other each of item within the time specified in the supply order due to his own fault or insufficiency, 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 upto maximum 5% of the price of delayed materials. Once the maximum is reached, the Corporation may by written Notice to the Tenderer, terminate the Tenderer to proceed with any or all of the necessary part of the supply. Such failure on the part of the Tenderer will result in the forfeiture of Earnest Money and debar him to take part in the similar type of Tenders of the Corporation for the next one year from the date of issue of the supply order.

Such deduction will not be applicable to those supplier/s, who can submit the documents in respect of delay beyond their control.

#### **10. 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 supply order, without thereby, incurring any liability to the affected tenderer or tenderers or any liability to inform the tenderer of the ground for such action.

#### **11. Disputes**

Any dispute arising out of noncompliance of any Terms and Conditions of the Tender, it shall be referred to sole Arbitrator, who shall be appointed by the Corporation in accordance and subject to the provision of the Arbitration and Conciliation Act, 1996. The place of Arbitration will be Kolkata and the language shall be English. The Award of the Arbitrator shall be binding on both the parties. All disputes and Court cases are subject to the Jurisdiction of the Calcutta High Court only.

#### **12. Negotiations**

It is clarified that normally no rate negotiation will be done and therefore the Tenderer should quote their lowest prices only, however, the Corporation may negotiate the rates in exigencies, if required to do so.

#### **13. Payment will be made in the following manners-**

Payment will be made on receipt of bills in duplicate along with receipted challans from Competent Authority and also receipt of payment from the requisitioning Authority.

#### **14. Payment of Bill**

Payment will be claimed by the tenderer on submission of the bill in duplicate along with receipt challans duly certified by the recipient Authority. Payment will be released to the Supplier on receipt of the same from the concerned ordering authority i.e on back to back basis. Concerned Statutory deduction, if any, will be deducted from the supplier's bill. No mobilization Advance and Secured Advance will be allowed.

  
MANAGING DIRECTOR

Copy to :-

1. Notice Board
2. Corporation Website([www.ipshabengal.com](http://www.ipshabengal.com))
3. Department of FPI&H, Govt. of West Bengal website ([www.wbfpib.gov.in](http://www.wbfpib.gov.in))

**Annexure -I**

**Application for participation in Technical bid**

To,  
The Managing Director,  
WBSFP&HDCL,  
Benfish Tower (6<sup>th</sup> floor),  
31, G.N, Salt Lake,  
Kolkata- 700091.

Sub: Supply of planting materials , Seeds, Agri-inputs etc to the different schools of Cooch Behar District.

Ref. No. NIT No. ....Dated .....

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 Tenderer                                 |   |
| 2.     | a) Full Office address                               |   |
|        | b) E-Mail I.D.                                       |   |
|        | c) Mobile No.  |   |
| 3.     | Name of the contact person with Mobile Number        |   |
| 4.     | Eligibility particulars of the Tenderer              |   |
|        | a) Credential  | i. Rs. of 2017-18<br>ii. Rs. of 2018-19 |
|        | b) PAN Card  | Yes/No                                  |
|        | c) P.Tax receipt for 2018-19/19-20                   | Whether submitted - Yes/No              |
|        | d) Trade License                                     | Valid up to-                            |
|        | e) IT Return for the assessment year 2018-19/2019-20 | Whether submitted - Yes/No              |
| 5      | Any other points considered to furnish               |   |



**Annexure -II****Rate offered by the Tenderer for the Financial Bid**

No. 24/WBSFPHDCL/1762/2019-20

Date: 14.02.2020

| Sl. No.              | Name of the Item       | Quantity (in nos.) | Indicative Price for each item/each group of item as applicable (in Rs.) | Offered Rate for each item/each group of item as applicable (in Rs.) | Total Amount for each item/each group of item as applicable (in Rs.) |
|----------------------|------------------------|--------------------|--|--|--|
| 1                    | Spades (Large + Small) | 2 Pcs.             | 720.00   |  |  |
|                      | Trowel                 | 1 Pc.              | 180.00   |  |  |
|                      | Fork                   | 2 Pcs.             | 360.00   |  |  |
|                      | Hoe                    | 2 Pcs.             | 180.00   |  |  |
|                      | Rake                   | 2 Pcs.             | 180.00   |  |  |
|                      | Scythe                 | 1 Pc.              | 90.00  |  |  |
|                      | Sickle                 | 2 Pcs.             | 324.00   |  |  |
|                      | Shovel/digger          | 1 Pc.              | 270.00   |  |  |
|                      | Hand sprayers          | 1 Pc.              | 540.00   |  |  |
|                      | Water Can              | 2 Pcs.             | 720.00   |  |  |
|                      | Knife/cutter (katari)  | 1 Pc.              | 108.00   |  |  |
|                      | Bucket                 | 2 Pcs.             | 450.00   |  |  |
|                      | Basket                 | 2 Pcs.             | 360.00   |  |  |
|                      | Irrigation pipe        | 1 set              | 765.00   |  |  |
|                      | Plastic crute          | 2 Pcs.             | 1800.00  |  |  |
| 2                    | Lime/Lemon gooti       | 5 Pcs.             | 130.00   |  |  |
|                      | Guava gooti            | 5 Pcs.             | 130.00   |  |  |
|                      | Ber grafted            | 4 Pcs.             | 104.00   |  |  |
|                      | Litchi gooti           | 2 Pcs.             | 52.00  |  |  |
|                      | Mango grafted          | 4 Pcs.             | 104.00   |  |  |
|                      | Jack fruit             | 2 Pcs.             | 52.00  |  |  |
|                      | Cowdung compost/FYM    | 440Kg.             | 1013.00  |  |  |
|                      | Vermi Compost          | 220 Kg.            |  |  |  |
|                      | Neem cake              | 60 Kg.             |  |  |  |
| Bone Meal + /SSP/MOP | 5 Kg.                  |                    |  |  |  |
| Bio pesticides       | 0.5 Kg.                |                    |  |  |  |
| 3                    | Bhendi                 | 100 Gm.            | 450.00   |  |  |
|                      | Amaranthus             |                    |  |  |  |
|                      | Cabbage                |                    |  |  |  |
|                      | Cauliflower            |                    |  |  |  |
|                      | Brinjal                |                    |  |  |  |
|                      | Radish                 |                    |  |  |  |
|                      | Palak                  |                    |  |  |  |
|                      | Colcocosia             |                    |  |  |  |
|                      | Coriander              |                    |  |  |  |
|                      | Poi                    |                    |  |  |  |
|                      | French beans           |                    |  |  |  |

Figure in words -(Rupees

)only

Date:

Place:

Signature of the Applicant

## UNDERTAKING

1. 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.
2. I have also gone through all the terms & conditions meticulously and I undertake to comply with the same sacrosanctly.
3. The Earnest Money and all other documents required for qualifying in the technical bid have been submitted in sealed cover .
4. The rate quoted by me will be valid and binding upon me for the entire period as stipulated in the NIT.
5. If I fail to complete the Supply within the period stipulated in the order due to my own fault/ inconvenience, the Corporation shall reserve the right to impose penalty and forfeit the Earnest Money deposited by me in this regard and I shall not be allowed to participate in any other similar types of Tenders of the Corporation for the next one year from the date of issuance of the Supply order.
6. I shall maintain the characteristics of the requisitioned items as per NIT and follow the schedule of supply.
7. 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: