



**WEST BENGAL STATE FOOD PROCESSING
&
HORTICULTURE DEVELOPMENT CORPORATION LIMITED
(A GOVT. OF WEST BENGAL ENTERPRISE)
BENFISH TOWER (6th Floor)
31 - GN Block, Sector – V.
KOLKATA – 700091**

No: 94/WBSFPHDCL/1770/2021-22

Date: 04.03.2022

NOTICE INVITING E - EXPRESSION OF INTEREST (EOI)

1. Invitation:

Online EOIs are hereby invited in **Two Bid System** from the reputed, experienced and bonafied contractor having sufficient credential and financial capabilities for the following nature of work:

Name of Work	Place of Work	Period of Completion of Work
Topographical Survey Work using Total station & DGPS Instrument	Ayeshpur Farm, Nadia	15 (Fifteen) Days from the issue of Work Order

2. Scope of Work:

- I. The WBSFPHDCL, hereinafter referred to as the EOI inviting Authority, seeks for execution of the Survey work, as specified in **Annexure – I**, from experienced bonafide Contractors.
- II. The successful Bidder has to complete the entire Survey work within stipulated time without fail.

3. Date & Time Schedule:

Sl. No.	Particulars	Details of Tender
1	EOI No.	94/WBSFPHDCL/1770/2021-22 Dated 04.03.2022
2	Cost of EOI Document	Rs. 2,000/- (Rupees Two Thousand only)
4	Date of uploading (Publishing) of EOI and other Documents (Online)	04.03.2022
5	Documents download start date (Online)	04.03.2022
6	Bid Proposal Submission Start Date (Online)	04.03.2022
7	Documents download end date (Online)	11.03.2022 up to 2.00 P.M.
8	Bid proposal Submission end date (Online)	11.03.2022 up to 2.00 P.M.
9	Date & Time of opening of technical bids (Online)	14.03.2022 at 2.00 P.M.
10	Date & Time of opening of financial bids (Online)	15.03.2022 at 3.00 P. M.
11	Validity Period of Bid	180 (One hundred eighty) Calendar Days

4. Eligibility criteria for participation in the EOI:

- i. The prospective Bidder must have valid Trade License / Certificate of Enlistment, PAN, GST Registration Certificate, IT return any two years within last three financial years.
- ii. The prospective Bidder should have single credential for execution of similar type of **survey work of land using Total Station & DGPS** of an amount not less than Rs. 3,00,000/- (Rupees Three Lakh Only) at any State/Central Government Organizations or State/Central Govt. Undertakings or Statutory Bodies or Local Bodies or Parastatals within the last five completed financial years prior to the date of issue of the EOI notice.
- iii. The Bidder must has 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. Income Tax Return (For any two years within last three Financial Years)
- b. PAN Card
- c. Latest P. Tax Paid Challan & P. Tax Enrolment Certificate
- d. Valid 15 Digit GSTN under GST Act 2017 & Registration Certificate
- e. Latest valid Trade License
- f. Technical Credentials
 - i. Completion certificate for the work in technical credentials
Or
 - ii. Payment certificate of the said work
- g. Partnership Deed in case of partnership firm
- h. Audited Balance Sheet (For any two years within last 3 FY)
- i. Declaration in the Form of an Affidavit before Notary as to correctness of the copies of all documents submitted including declaration of penalty / debarment etc. faced by him under any Govt. / Semi-govt. / Autonomous Body / Institution etc., if any.
- j. Undertaking in the agency's letterhead to the effect that the agency has not been blacklisted / debarred by any Govt. / Non Govt. Concern

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

Bill of Quantity (BOQ): The Bidder is to quote the rate online in the space marked in the BOQ for "Rate per Acre of Land of Topographical Survey Work using Total station & DGPS Instrument at Ayeshpur Farm, Nadia".

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 EOI Documents electronically from the Government e-Procurement system using the Digital Signature Certificate. This is the only mode of collection of EOI Documents.

3. Submission of EOI

EOIs 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. 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.

5. Quoting the Rates in BOQ:

- i. The intending Bidders are required to quote the rate online. No offline EOI will be entertained.
- ii. The Bidder is to quote the rate online in the space marked in the BOQ. Assessment of the successful bidder will be done on the offered rate.
- iii. All EOI prices quoted in the BOQ shall be inclusive of all kind of Taxes, Cess, charges including transportation, loading and unloading of materials up to the Destination, and installation thereof.
- 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 work as per order.

6. Rate Validity:

The rate shall remain effective ordinarily up to 180 days from the date of acceptance of EOI which may be extended further with mutual consent between the Bidder and WBSFPHDCL, unless terminated prematurely at its discretion and satisfaction.

7. Evaluation of EOI for Qualifying in Technical Bid:

- i. All EOIs will be evaluated and compared on the basis of the submitted documents. The EOI Inviting and Accepting Authority will determine the eligibility of each bidder through a committee. The bidders shall have to satisfy all the clauses specified in eligibility criteria.
- ii. Technical proposal will be opened first by the Authorized representative of the WBSFPHDCL electronically using Digital Signature Certificate.
- iii. The Bidders may remain present at the office of WBSFPHDCL during opening of Technical Proposals, if they so desire.
- iv. Technical Proposals complete in all respect will only be accepted and qualify for next stage of evaluation.

8. Evaluation of EOI for Qualifying in Financial Bid:

- i. Financial proposals of only those Bidders declared technically eligible by the EOI 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 Committee.
- iii. Pursuant to the scrutiny and decision of the 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 EOI Inviting Authority reserves the right to accepting a bid other than the lowest on a specific ground to be recorded in writing.
- v. The EOI 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.

10. Issue of Work Order:

The Work Order generally is being issued to the L-1 Bidder for execution of the work. However, the EOI Inviting Authority reserves the right to issue Work Order to an agency other than the L-1 Bidder on a specific ground & it will be recorded in writing.

11. Deposition of Security Money:

The successful L-1 Bidder who will get Work Order from the Corporation will have to deposit Security Money @ 3 (Three) Times the offered rate to the Corporation in a form of Demand Draft / Pay Order and to be drawn in favour of the WBSFP&HDCL payable at Kolkata from any Schedule Bank.

12. Completion Period of Work:

The successful bidders shall undertake the commencement of work on next day of date of placing the work order and complete the same within 15 (fifteen) days from the date of issue of work order.

13. Adherence to the Prescribed Specifications:

No deviation from the specifications prescribed by the Corporation will be accepted by the Authority. The entire work will be accomplished under the technical guidance of the entrusted Engineer of the Corporation.

14. 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.

15. Delay in work:

It is emphasized by the Corporation and understood by the contractor that the period of work, stipulated in the work order is the essence of the work. It is admitted by the contractor that any delay in execution may obviate the necessity of work and there by affect the interest of the Corporation. If the reason of delay is beyond the control of the Bidder, then it should be communicated to the Corporation in writing for its necessary intervention.

16. Grounds for Disqualification:

- i. During scrutiny or at any stage of bidding process or even after issuance of work order, if it comes to the notice of the EOI Inviting Authority that the Bidder has wilfully 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 work within the period stipulated in the work order due to his own fault/inconvenience, then in both the cases, the Corporation shall reserve the right to forfeit the Earnest Money deposited by the Bidder and also debar him from participation in the Tender process of the Corporation for the Next 3 (Three) consecutive years.

17. 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 Calcutta alone shall have jurisdiction to adjudicate thereon.
- iii. 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.

18. 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.

19. Payment of Bill:

- i. Measurement/Inspection of the work will be taken by the Authority within 5 (five) days from the date of completion of work.
- ii. The total bill amount will be finalized in the following formula:

Total Amount of Bill = Total Area surveyed (in Acre) X Rate quoted in BOQ online
- iii. Bill will be released to the Contractor within 30 (thirty) days from the date of submission of Bill in duplicate with the certification of the concerned engineer.
- iv. Concerned Statutory deduction, if any, will be deducted from the Bidder's bill. No Mobilization Advance and Secured Advance will be allowed.

S/d
MANAGING DIRECTOR
WBSFP&HDCL

Annexure – I

- **Name of Work:** Topographical Survey Work
- **Place of Work:** Ayeshpur Farm, Nadia
- **Approximate Area of Land:** 100 (One Hundred) Acre. [Actual area may vary. The actual area will be determined after completion of survey work]
- **Instruments to be Used in Survey Work:** Total Station, DGPS
- **Details of Work:**
 1. Determination of Latitude & Longitude on 375 mm X 375 mm size pillar using DGPS instrument by Static Mode.
 2. Detail Topographical Survey Work using Total Station Instrument with determined Latitude & Longitude along with existing property line, existing structure, trees, HT & LT poles, trees, adjacent road, drain, river profile etc. and contouring (0.200 m interval) and levelling the site with 10 m X 10 m grid level.
- **Documents to be Submitted after the Survey Work:**
 1. Soft Copy of Total Survey Work (Editable Format) in AutoCad, MS Word, MS Excel etc. as applicable
 2. Hard Copy (2 Set) of All submitted drawing, plan, data etc.
- **Note:**
 1. All the expenses regarding labour for jungle cutting, cleaning etc. shall be borne by the agency.
 2. The cost of construction of pillar (375 mm X 375 mm X 750 mm) (Brick or Concrete made), transportation at requisite place & installation of the same has to be borne by the agency.
 3. The Corporation will not bear any cost towards the accommodation & fooding of any person from the agency regarding the work. All expenses have to be borne by the agency.

Annexure -II

Application for Participation in Technical Bid

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

Sub: Topographical Survey Work using Total station & DGPS Instrument

Ref. No. 94/WBSFPHDCL/1770/2021-22 Dated: 04.03.2022

Sir,

Having examined the terms & conditions of the above EOI, 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. EOI documents including corrigendum, if any	
	b. Payment certificate/ work completion certificate	
	c. GST Registration Certificate	
	d. PAN Card	
	e. Trade License/ Certificate of Enlistment Valid up to 31.03.2022	
f. Income Tax Return for any two years within last three financial / assessment years		
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 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 Security Deposit to be 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 work as per EOI.
- 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: