

I/121463/2021

**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. 263/WBSFPHDCL/1770/2020-21

Date: 19.02.2021

**NOTICE INVITING E-EXPRESSION OF INTERST**

**1. Invitation**

E-expression of Interests are hereby invited from the reputed, registered & bonafide professional legal Practitioner/ Firm having specialization in different Civil Matter, Arbitration, Land Matter, Money Matter and also having experience to conduct civil case in Hon'ble Kolkata High Court both original and appellate side, Hon'ble NCLT Court, District Court, to appear before these Court on behalf of West Bengal State Food Processing and Horticulture Corporation Limited in the above matter

**2. Scope of Work**

The Bidder shall take up the following works in accordance with this EOI. Also the rights and obligation of the Bidder shall include the following-

- To appear and conduct the cases on behalf of the WBSFPHDCL assigned to him from time to times in different Court as the case may be.
- To study the petition, case matter and submit draft and final petition/Statement of facts/ Affidavit etc. to the MD, WBSFP&HDCL.
- Critical Analysis of the merits/ demerits of the concerned case and advise the M.D., WBSFP&HDCL from time to time.
- To prepare draft on Notice, Petition, Affidavits Misc Applications and other related matter of the concerned case and to submit to the MD, WBSFP&HDCL.

**3.Date and Time Schedule**

Sl.No.	PARTICULARS	DATE & TIME
1.	<i>Date of uploading (Publishing) of EOI. and other Documents(Online)</i>	<i>19.02.2021</i>
2.	<i>Documents download start date (Online)</i>	<i>19.02.2021</i>
3.	<i>Bid proposal submission start date (Online)</i>	<i>19.02.2021</i>
5.	<i>Documents download end date(Online)</i>	<i>26.02.2021</i>
6.	<i>Bid proposal Submission end date(Online)</i>	<i>26.02.2021</i>

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7.	<i>Date &amp; Time of opening of technical bids(Online)</i>	<i>01.03.2021</i>
9.	<i>Uploading of Technical Bid Evaluation Sheet</i>	<i>To be informed later</i>

#### ***4.Eligibility criteria for participation in the Tender***

- **Technical Criteria**

- i. The prospective Bidders should be a professional Advocate/ Firm duly registered with West Bengal Bar-Council.
- ii. The prospective Bidders must have Professional Tax, PAN, IT return for any two financial/assessment year within the period from 2017– 18 to 2019 -20,

- **Financial Criteria**

- i. The Bidder/ Firm must have conducted any civil case in any of the Courts mentioned above on behalf of State/Central Government Organization or State/Central Govt. Undertaking or Statutory Body or Local Body or Parastatal within the last two completed financial years

#### ***5.Mandatory documents requirement***

##### ***A. For Technical Proposal***

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

- i. **EOI** Document
- ii. Application in Annexure-I
- iii. Proof in respect of Financial Criteria as mentioned in clause 4
- iv. PAN Card
- v. IT Return for any two Assessment / Financial year within the period from 2017-18 to 2019-20
- vi. Professional Tax for any year with in the period of 2019-20/2020-21
- vii.Registration Certificate of Bar- Council of West Bengal.

**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 appearance Fee including conference drafting, Clark age fee and other fees if any online in the space marked in the BOQ. The bidder will upload the details of different charges as mentioned above in the letter head in the financial Folder.

**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 offers 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 Bid Documents.

### **3. Submission of E.O.I**

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 offer will be entertained.
- ii. All Bid prices quoted in the BOQ shall be inclusive of all kind of payable Taxes, Cess etc.

### **6. Rate Validity**

The rate shall remain effective for **one year** from the date of acceptance of the E.O.I.

### **7. Evaluation of EOIs for qualifying in Technical Bid**

- i. All Bids 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 Tender 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.

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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 EOIs 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 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 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.

### ***9. Issue of engagement Letter***

Normally the engagement letter will be issued to the L1 Bidder for conducting the related cases from time to time.

### ***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 cancel the process and all bids prior to issue engagement letter, without thereby, incurring any liability of the affected Bidder or Bidders or any liability to inform the reason to the Bidder.

### ***12. Disputes***

Any dispute arising out of non-compliance of any Terms and Conditions of the Bid, 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 (Amendments) Act, 2015.

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.

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**13.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.

**14. Payment of Bill**

- i. The payment will be released to the Firm within 30 calendar days on submission of the bills in duplicate along with reports of the concerned case and judgment order if any.
- ii. Concerned Statutory deduction, if any, will be deducted from the Bidder bill. No Mobilization Advance and Secured Advance will be allowed.

MD (WBSFPHDCL)  
19/02/2021

**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: E-Expression of Interest for Conducting different Court Cases of WBSFP&HDCL  
for the year 2021-22**

**Ref. No. /WBSFPHDCL/1770/2020-21 Date: 15.02.2021**

Sir/Madam,

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 –

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**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 (Scanned copies to be uploaded)	Whether uploaded ( Yes / No )
	a. EOI documents	
	b. experience certificate	
	c. PAN Card	
	d. Income Tax Return for any two Assessment/ financial year within the period from 2017 – 18 to 2019-20	
	e. Professional Tax for the any year with in the period of 2019-20/2020-21	
	f. Registration Certificate of Bar- Council of West Bengal.	
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 EOI.
- iv. 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: