



**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**

No. 261 /WBSFPHDCL/1770/2020-21

Date: 08.02.2021

NOTICE INVITING-EXPRESSION OF INTEREST

1. Invitation

E-expression of Interests are hereby invited from reputed registered & bonafide Nurseries/Contractors/Suppliers having sufficient technical and financial capabilities for supply of the following items within SECURE rates as specified by the Ministry of Panchayet & Rural Development, Govt. of India under MGNREGA to the different Blocks of the different Districts in the State of West Bengal under MGNREGA Schemes during 2020-21.

SI No	Name of the Item	Unit	Commencement of Supply
1	Vetiver Slip	Per Pc.	10 days from the date of placing the supply order .
2	Napeir Slip	Per Pc.	

2.Scope of Work

- i. The WBSFPHDCL, hereinafter referred to as the EOI Inviting Authority, seeks offer for supply of the different items, as specified above, from the reputed, registered & bonafide Nurseries/Contractors/Suppliers
- ii. The successful Bidder has to supply the of the above items to the head quarters of the different Blocks in the Districts of West Bengal within the stipulated period as specified in the Supply Order, to be issued on receipt of requisition from the implementing Agencies.

3.Date and Time Schedule

Sl.No.	PARTICULARS	DATE & TIME
1.	<i>Date of uploading (Publishing) of EOI. and other Documents(Online)</i>	<i>08.02.2021</i>
2.	<i>Documents download start date (Online)</i>	<i>08.02.2021</i>
3.	<i>Bid proposal submission start date (Online)</i>	<i>08.02.2021</i>
5.	<i>Documents download end date(Online)</i>	<i>15.02.2021 upto11.00 A.M.</i>
6.	<i>Bid proposal Submission end date(Online)</i>	<i>15.02.2021 upto11.00 A.M.</i>

7.	<i>Date & Time of opening of technical bids(Online)</i>	<i>18.02.2021 upto11.00 A.M..</i>
9.	<i>Uploading of Technical Bid Evaluation Sheet</i>	<i>To be informed later</i>

4. 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 any two financial/assessment years within the period from 2017– 18 to 2019 -20,
- ii. Audited Balance Sheet & Profit & Loss Statement of accounts for any two of the last three financial years I.e. 2017-18,2018-19, 2019-20 respectively. If the annual Turn-over of the Bidder is less than Rs. 1 Crore, then he has to submit Profit & Loss Statements and Balance Sheets for any two of the said three financial years i.e 2017-18, 2018-19 and 2019-20 respectively duly certified by a licensed Chartered Accountant or Tax Consultancy/ Advocate
- iii. The prospective Bidder should have credential for supply of horticultural items of an amount not less than Rs. 2 lakhs to any State/Central Govt. Organization or State/Central Govt. Undertaking or Statutory Body or Local Body or Parastatal or any reputed organization in any year within the last two completed financial years.
- iv. 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 said items. The said Certificate should contain the particulars of the items supplied, period of supply and the total value of supply.
- v.

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. Payment Certificate or Work Completion Certificate as referred in Clause 4 above
- IV. PAN Card
- V. Trade License/ Certificate of Enlistment (Valid as on 31.03.2020)
- VI. Income Tax Return for any two financial/assessment years within the period from 2017 -18 to 2019 -2020
- vi. Audited Profit & Loss Statements and Balance sheets for any two of the last three financial years i.e.2017-18,2018-19, 2019-20 respectively. If the annual Turn-over of the Bidder is less than Rs. 1 Crore, then he has to submit Profit & Loss Statements and Balance Sheets for any two of the said three financial years with the Certificate of a licensed Chartered Accountant or Tax Consultancy/ Advocate
- VII. GST Registration Certificate

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 for all units of above items online in the space marked in the BOQ.

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 submitting the bids. Conditional/ incomplete bid 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.* Bidders are to quote the rate for each unit of the said items to be supplied to the Head Quarters of the Blocks of different districts in the State of West Bengal
- 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 Destination.
- 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, labor cost etc. and any changes or imposition of statutory levies till the completion of supply as per order.

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.
- 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 supply order

The supply order will only be issued after receiving requisition from the implementing Agencies. Normally, the supply order will be issued to the L1 Bidder for supplying the indented quantity of the materials.

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 process and all bids prior to issue supply order, without thereby, incurring any liability to the affected Bidder or Bidders or any liability to inform the Bidder of the ground

11.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 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 supply within the period stipulated in the supply order due to his own fault/ inconvenience

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.

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.

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 Supplier only on satisfactory completion of the supply and till the payment is received from the Requisitioning Authority by the WBSFPHDCL against the supply of materials to the concerned Authority.
- i. Concerned Statutory deduction, if any, will be deducted from the supplier's bill. No Mobilization Advance and Secured Advance will be allowed.

**MANAGING DIRECTOR
WBSFP&HDCL**

Annexure -I

Application for participation in Technical bid

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

**Sub: E-Expression of Interests for Supply of different item under MGNREGA Schemes
Ref. No.261/WBSFPHDCL/1770/2020-21 Date: 08.02.2021**

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 –

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. Payment certificate/ work completion certificate	
	c. PAN Card	
	d. Trade License/ Certificate of Enlistment	Valid up to-
	e. Income Tax Return for any two financial years within the period from 2016 – 17 to 2019-20	Supply of different horticultural items to the Head quarters of the Blocks of the different Districts in the State of West Bengal under MGNREGA Schemes.
	h. GST Registration Certificate	
	i. Audited Accounts for any two years within the period 2017-18 to 2019-20	
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. 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 EOI and shall replace the sub-standard materials at my own cost .
- vi. I undertake that, I will not claim any payment from the WBSFPHDCL till the payment is received from the Requisitioning Authority by the WBSFPHDCL against the supply of materials to the concerned Authority by the undersigned.
- 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: