



GOVERNMENT OF WEST BENGAL
DIRECTORATE OF FORESTS
OFFICE OF THE DIVISIONAL FOREST OFFICER,
PANCHET DIVISION

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SAVE GREEN
SEE DREAM

সবুজ রক্ষা, স্বপ্ন দেখা
পাঠক পূর্ব বিভাগ
পরিচালক সচিবালয়

NOTICE INVITING e-TENDER No. – WBFOR/PNT/RKVY/CN/18(e)17-18

Memo No. – 2768(14)/2-5/32

Dated : 17/07/2017

NOTICE INVITING e- TENDER

The Divisional Forest Officer, Panchet Division, Bishnupur, invites **e-tenders** for the following work from the eligible Contractors as detailed in the table below. [Collection (downloading) and Submission (uploading) of Tender can be made online through the website <http://wbtenders.gov.in> only].

Scope of Tender work:

| Name of the work | Estimated Amount (Rs.) | Earnest Money (Rs.) | Price of Form ** | Period of Supply | Name of the Concerned Division | Eligibility of Contractor |
|--|------------------------|---------------------|----------------------------------|--|--------------------------------|---|
| Supply of MS Iron Stand to Amdangra Central Nursery, Bankadaha Range | 12,82,500.00 | Rs. 64,125.00 | Rs.1,000.00 (One Thousand) only | 30 (Thirty) days from the date of work order | Panchet Division | Contractors having valid credential & labour co-operative society with necessary credential |

** Price of Form Technical & Financial Bid documents and other annexure (Rs.1000) only for the L1 at the time of Award of Contract/ AOC

CONDITIONS

2. General Guidance for e-tendering:

Intending Tenderers desirous of participating in the e-tender are to log on to the website <https://wbtenders.gov.in> & also to visit Website www.bankuraforest.in for general information.

3. Registration of Contractors:

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt. of India. (viz N Code Solution, Safes crypt, e-Mudhra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

4. Eligibility for participation:

Bonafied Contractors including Consortiums and Partnership firms are eligible to participate.

5. Collection of Tender Documents:

Tenders are to be submitted online and intending Tenderers have to download the tender documents from the website given in clause 2 above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

6. Submission of Tenders

6.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 2. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderer are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of items/percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded should be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

6.2 Technical Proposal

The Technical Proposal should contain scanned copies and/or declarations in the following standardized formats in two covers (folders).

A. Technical File (Statutory Cover) containing,

- i. Application for Tender - (Vide Form-1) (to be submitted in "Forms" folder)
- ii. Tender Form No. A - Form A published with the NIT to be downloaded and then uploaded and digitally signed. (To be submitted in "Forms" folder)
- iii. Notice Inviting Tender (NIT) - The NIT as published is to be downloaded and then uploaded and digitally signed (to be submitted in "NIT" folder)
- iv. Earnest Money Deposit (EMD) - Scanned copy of Demand Draft (DD) for **Earnest Money @ 5%** of the project cost against each project as mentioned in the schedule should be deposited through Demand Draft (DD) in favour of the **Divisional Forest Officer, Panchet Division** Payable at **Bishnupur**. (To be submitted in "EMD" folder).
- v. Average annual turnover from contracting business - Scanned copy of Summary statement of average annual turnover from contracting business for a period of last three years, i.e; 2014-2015, 2015-2016, 2016-2017 or during the period since formation of the Firm, if it was set up in less than such 3 - year period. (Vide Form-2). (To be submitted in "Forms" folder)

(Scanned copy of power of attorney by the competent authority is to be submitted, if the power is delegated for signing the bid to persons other than the applicant.)

- vi. Drawings if any. (to be submitted in "Drawings" folder)

Note: Tenders will be summarily rejected if any item in the statutory cover is missing.

B. My Document (Non-Statutory Cover)

| Sl. No. | Category Name | Sub-Category Description | Document Name |
|---------|------------------|---|---|
| | | | (For details see cl. 6 A-2 of Section - A of ITB & relevant clauses of NIT) |
| A. | CERTIFICATES | CERTIFICATES | 1 P.T. deposit receipt Challan 2 GST Registration Certificate 3 I.T.R. Acknowledgement Receipt 4 I.T. PAN Card 5 Voter ID Card 6 Enlistment Certificate |
| B. | COMPANY DETAILS | COMPANY DETAILS | 1 Proprietorship Firm - Trade License. 2 Partnership Firm - Registered Partnership Deed, Registered Power Attorney, Trade license. 3 Pvt. Ltd. Company - Registration Certificate under company's Act, MOA & AOA, Registered Power of Attorney, Trade license. 4 Registered Un-employed Engineers and Labour Co-operative Societies Limited. |
| C. | CREDENTIAL | CREDENTIAL | 1 Experience Profile - List of completed Projects of similar nature of 100% completion of work 2 Completion Certificate from the concerned Supervisor which is applicable for eligibility in this bid [According to Cl. 6(i) of NIT] |
| D. | EQUIPMENTS | 1. PLANT & MACHINERIES (OPTIONAL) 2. LABORATORY (OPTIONAL) | 1 Authenticated copy of invoice, challan and way bill (Machinery) 2 Authenticated copy of invoice, challan and way bill (Laboratory) |
| E. | FINANCIAL (INFO) | WORK IN HAND (OPTIONAL) PAYMENT CERTIFICATE | 1 Authenticated copy 2 Only Payment Certificate of work issued by the Concerned Supervisor and not the TDS certificate |
| F. | DECLARATION | STRUCTURE & ORGANISATION AFFIDAVIT | 1 Details of Structure and Organization 2 An affidavit made that no adverse report against the bidder |

C. Submission of Samples:

i. Submission of MS Stand Samples: For Project No. 1, the technical proposal should be supported by submission of samples conforming to the size and specifications given in Annexure 2A. The technically qualified tenderers shall submit **2 samples each** of 150 CC and 300 CC Root Trainer holders made of MS Iron Stand in the office of the **Divisional Forest Officer, Panchet Division, Satyajit Sarani, Bishnupur within 3 (three) days of opening of technical bid, failing which the financial bid will not be considered for evaluation and the bid will be summarily rejected.** The samples will be checked physically with regards to the welding strength of the joint structure and the total welding should be done instead of point welding. The tenderers are requested to be present during the physical test to be conducted at the office of the Divisional Forest Officer, Panchet Division, Satyajit Sarani, Bishnupur on date and time specified in paragraph 16.

6.3 Financial Proposal

