



WEST BENGAL STATE SEED CORPORATION LIMITED

A GOVT. OF WEST BENGAL COMPANY

Branch Office: - Krishi Bhaban, 20 K.N. Road Berhampore, Murshidabad

Regd. Head Office:- 4, Gangadhar Babu Lane, (5th Floor) Kolkata – 700012.

Head Office: - 6, Ganesh Chandra Avenue, (5th Floor) Kolkata – 700013.

Memo No. 527 /MSD/WBSSCL.

Date – 05/11/2018

NOTICE INVITING e- TENDER

Tender Reference No. WBSSCL/Murshidabad/NIT-01/2018-19.

Sub :- e- Tender for Transportation of different type of Seed & other Agriculture inputs in Bags & Cartoons.

Notice Inviting e-Tender No.01, dated- 05/11/2018 of the District Manager-, West Bengal State Seed Corporation Ltd., Krishi Bhawan, 2nd floor, 20, K.N. Road, Berhampore, Murshidabad, from reputed and experienced Transporter of Indian Citizens for Transportation of different type of Seed and Other related Agriculture Inputs from WBSSCL Ltd, Murshidabad, to different Block of Murshidabad district and to other districts of the State of West Bengal and also to the neighboring States and vice versa. Estimated Tender Value in Rs. 25,00,000.00 (Twenty five Lakh) only.

TERMS AND CONDITIONS

- 1) The scope of work involves transportation of seeds and other Agriculture inputs in bags and cartoons from WBSSCL, Murshidabad office and Godown to different block of Murshidabad district and other district units of West Bengal and other States as per order of WBSSCL, Murshidabad .
- 2) In the event of e-filling, intending bidder may download the Tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature certificate.
- 3) Both Technical Bid and Financial Bid are to be Submitted concurrently duly digitally Signed in the website <http://wbtenders.gov.in>. Submission of Technical Bid and Financial Bid will be done as per Time Schedule as stated below –

Sl. No.	Particulars	Date and Time
1	Date of Publishing of N.I.T. and uploading Tender Documents (online)	05/11/2018 at 6.55 PM
2.	Documents download start date	05/11/2018 at 6.55 PM
3.	Bid submission start date (online)	05/11/2018 at 6.55 PM
4.	Bid submission closing (online) date	22/11/2018, at 2.00 PM
5.	Bid opening date of Technical proposals (online)	26/11/2018, at 1.00 PM
6.	Date of uploading list for Technically Qualified bidder (online) after	To be notified later
7.	Date for opening of Financial Proposal (online)	To be notified later

- 4) The FINANCIAL OFFER of the prospective Tender will be considered only if the TECHNICAL BID of the Tenderer is found qualified by the Tender Evaluation Committee. The decision of the Tender Evaluation Committee will be final & absolute in this respect. The list of qualified bidders will be displayed in the website.
- 5) Seeds & other materials may be loaded & unloaded at 2 or 3 points or more points as will be directed by the Corporation.
- 6) No haltagage & demurrage charges will be provided by the Corporation.
- 7) For any transit loss in quality and quantity like shortage, pilferage, damage rain soaking etc. the cost of

Seeds and inputs will be deducted from the bill at per Selling Price of Seeds & other Inputs.

- 8) The intending bidder shall have adequate capability to timely execute the order/ instruction, to be given by the District Manager, WBSSCL unit, Murshidabad to his satisfaction within 24 hours.
- 9) The intending bidders must have at least one owned truck and copy of updated and valid Blue-Book, Certificate of Fitness, Insurance Clearance paper of the vehicles to be offered for service have to be submitted.
- 10) If the selected Transporter unable to provide vehicle within 24 hours of instruction , the undersigned reserves the right to arrange vehicle from the open market at any rate and the excess bill amount of said carrying will be adjusted from the bill of the Transporter .
- 11) The selected Transporter should visit Office regularly to collect information regarding Transportation schedule.
- 12) The following Statutory Documents should be enclosed with the tender (Folder)
 - a. The each and every bidder participating in the bidding process must submit an affidavit on a Non-judicial Stamp Paper of Rs. 10/- containing a self declaration on “ the bidding transporter has not been convicted/ blacklisted by any Govt. organization/ semi or quasi Govt. organization/ Corporation of GOI or any other State Govt. in the country during last three years”. Suppression of such facts/ events happened during the period in question shall invite punishment to be decided by the Corporation along with disqualification from the bidding process.
 - b. Processing fees (non refundable) of Rs. 3000/- (Three Thousand) only will have to be submitted through online in the form NEFT / RTGS as per e-procurement portal of the Govt. of West Bengal <http://wbtenders.gov.in> & www.wbsscl.com in favour of WEST BENGAL STATE SEED CORPORATION LTD., payable at Berhampore (STATE BANK OF INDIA, A/c No. 11176096664, IFSC Code, SBIN0003914, Branch ADB, Berhampore, Murshidabad) are to be documented through e- filing.
 - c.
 - d. Earnest Money (refundable) of Rs. 50,000/- (Fifty Thousand) only will have to be submitted through online in the form of NEFT / RTGS as per e-procurement portal of the Govt. of West Bengal <http://wbtenders.gov.in> & www.wbsscl.com in favour of WEST BENGAL STATE SEED CORPORATION LTD., payable at Berhampore (STATE BANK OF INDIA, A/c No. 11176096664, IFSC Code, SBIN0003914, Branch ADB, Berhampore, Murshidabad) are to be documented through e- filing.
 - e. Self attested copy of GST Registration No. & Service Tax Registration No. PAN Card & Adhaar Card of Indian Citizens & last three years IT Return Acknowledgement.
 - f. Self attested copy of valid Trade License for Transport work.
 - g. Self attested copy of up to date professional Tax clearance Certificate.
 - h. Self attested copy of Blue Book in respect of owned vehicles, at least one.
 - i. Self attested copy of Credential Certificate for at least Rs. 8,25,000.00 (Rupees Eight Lakh Twenty Five Thousand) only on an average per year for last three financial year of any Govt. / Semi-Govt. Organization for transportation of seed & other agricultural inputs. No work order of such assignment will be entertained.
 - j. Bank Account details.
- 13) All the challan(s) in the same date/ received at the common date to a particular route through a single of more than one vehicle must be treated as a single consignment & the weight will be considered as a whole.
- 14) All the receipted copy of the challan(s) will have to be deposited within 4(four) days of lifting.
- 15) All the bill should be accompanied with the copy of the receipted challsn(s) in duplicate and bills may be paid more than once in quarter subject to availability of fund and bill is to be submitted serially date wise.
- 16) The contactor or his representative has to be present at the time of loading & unloading.
- 17) The entire carrying work will be made in the way to enable the Corporation to pay the carrying bill at the lowest amount & regarding bill if any dispute arise the decision of the Corporation will be treated as final.
- 18) All the specified work including Loading & Unloading work is to be completed within 10.30 am to 6.00 pm in general and time to be changed during emergency work.
- 19) Necessary T.D.S. will be deducted from the bill of Contractor as per I.T. Act.
- 20) Corporation will not be responsible for any type of prosecution made by the Traffic Police authority against Transporter while in transit and cost of materials will be realized from the Transporter’s bill, All liabilities in respect of statutory obligations on account of various laws/ act if the Central/ State Govt. that may be

applicable of carry out work the work/job assigned shall be borne by the bidder/ transporter. The liabilities of WBSSCL will limited of the payment to be made to transport contractor as per tender. WBSSCL has no limited whatsoever towards the employment of manpower/ Worker/ labors provided by the transport.

- 21) In addition to EMD, Security Deposit will be deducted from the bill of the successful bidder as per extant Rules of the State Government. No interest on Security Deposit and Earnest Money Deposit shall be paid by West Bengal State Seed Corporation Limited to the Bidders.
- 22) The intending tenderer participating in the tender must furnish registered office address, E-mail ID & the person responsible with contact no. fir any communication from WBSSCL.
- 23) The EMD and Security Deposit submitted by the contractor will be refunded after satisfactory completion of the contract. No interest will be paid because of the said deposits.
- 24) In some of the cases the unloading Charges varies from the quoted rate. For such Condition the transporter has to provide the relevant vouchers of unloading duly signed by the ADA of that Block/ Savapati/Pradhan with Stamp in exceptional circumstances.
- 25) The envelope should be superscripted as Tender for Transportation.
- 26) The bill for carrying will be paid quarterly subject to availability of fund.
- 27) The Transport Contract period will be at least for one year & no enhancement of rate will be allowed for that period due to hike price of diesel spare parts etc.
- 28) The Transportation Charges will be paid on the basis of Distance covered X weight X rate + Loading & Unloading Charges.
- 29) In case of failure or execute instruction within stipulated date, action will be taken within the provisions of this tender. Apart from the action mentioned herein, the undersigned reserves the right to take necessary steps as per existing Government norms in West Bengal to ensure timely distributions of inputs
- 30) Penalties for Non-Compliances, Violations and Non-Performance :
The following penalties would be imposed for non-compliance, violation or no-performance of any of the terms and conditions of the tender:
 - a) EMD and the entire security deposit if any would be forfeited. However, if the value of goods involved in such non-compliance , violation of non-performance is less than the total amount of the EMD and the security deposit, the forfeited amount would be restricted to the value of goods involved.
 - b) The supplier will be blacklist for three years from participation in any tender process of the WBSSC Ltd. The supplier would be given an opportunity and it shall make a recommendation in this regard. The recommendation of the tender recommending authority and it shall make a recommendation in this regard. The recommendation of the tender recommending authority shall be considered by the tender accepting authority of the State Government as may be specified.
- 31) The authority reserves the right to accept or reject ant tender either full or part or all tender without assigning any season or may reason or may impose further condition if it is found deems necessary in further.
- 32) In case of small consignment for supplying in short distance, lump sum amount will be required for transportation of the same. The same minimum including Loading & Unloading is to be mentioned at BOQ under 'Appropriate' item no. in the basic price column only.
- 33) In case of outside State transportation, the rate to be mentioned at BOQ under 'Appropriate' item no in Basic Price column only.
- 34) In case of loading and unloading charges for up to 30kg minikit in 'Appropriate' item no.and above 30 Kg per quintal in general begs in 'Appropriate' item no and per quintal in cartoons in 'Appropriate' item no. to be mentioned BOQ in general basic Price column only,
- 35) All challan issued / received on the same date to a particular route must be treated as a single consignment and weight is to be considered in each consignment as a whole. All receipted Challan will have to be deposited within 7 days of lifting.
- 36) The intended bidder must submit the rate in BOQ both for general bags and cartoons. No zero rate of any item will be entertained, Intending Bidder are requested not to quote zero(0) against any item in BOQ if bidder(s) is/are not interested to participate in any item.
- 37) All statutory are to be submitted in soft copy only, hard copies are not entertained by the office.
- 38) If any statutory documents are not to be submitted by any bidder within above mentioned time frame their proposal will be liable for rejection.

- 39) Prospective bidders have to submit a declaration in the form of Affidavit on Rs. 50/- Non-judicial stamp paper duly notarized stating.
- That no other firm/ sister concern/ Associates belonging to the same group is participating/ submitting this tender.
 - That the bidders, their associates, sister concerns etc. have not been black listed/delisted or put to holiday by any institutional agency/ Govt. department/ Public Sector Undertaking in last five years.
 - That any licenses/ statutory obligations that expire during the contract period shall be duly renewed by the Bidder without lapses.
- 40) Conditional offer shall not be accepted under any circumstances.
- 41) In case of concealment of any fact, if detected later on, such bidder will be debarred from all future dealings with WBSSCL and penal action will be taken within the provisional of this tender.
- 42) If any ambiguity is there, the tender will be rejected summarily without bringing to the notice of the tenderers.
- 43) **Termination of contract** : The contract is liable to be terminated if the CONTRACTOR :
- Becomes bankrupt or insolvent or goes into liquidation (other than a voluntary liquidation for the purpose of amalgamation or reconstruction, in case of a company) or is ordered to be wound up or has a receiver appointed on its assets or execution or distress is levied upon all or substantially all of his/ their assets or property on the works; or
 - Makes an arrangement with or assignments in favour of his/ their creditors/ agrees to carry out the contract under a committee or inspection of his/ their creditors; or
 - Abandon the work; or
 - Performance is not satisfactory ; or
 - If the tenderer/ contractor obtains the contract with WBSSCL with illegal measures; or
 - Information/documents submitted by the tenderer are detected incorrect; or
 - The above shall be without prejudice to WBSSCL's other rights under the law.
 - Upon termination of contract for reasons detailed under clause-52:-
- 44) WBSSCL shall reserve right to take alternate measures to compensate the unaccomplished/ undone farm operations as per terms decided by WBSSCL, Murshidabad (Unit) and to recover the loss/ damages suffered by WBSSCL, if any, due to such termination be recovered from the said Contractor.
- EMD/ Security Deposit in any form submitted by the Organizer shall stand forfeited.
 - Contractor will be blacklisted
- 45) The arrangement under this invitation offer shall come into force with effect from the date of execution of "Agreement". The successful bidders after acceptance of rates communicated by the District Manager, WBSSCL Ltd, Murshidabad (Unit) shall execute an agreement in the prescribed format covering all the terms and condition on a non-judicial stamp of Rs. 50/- within 5(five) working days after date of receipt of letter of acceptance. The period of agreement shall be for one year and may be extended further with mutual consent between the bidder and WBSSCL unless terminated prematurely by WBSSCL at its discretion and satisfaction. No enhancement of rate shall be entertained during the period of extension under any circumstances.
- 46) In the event of failure to comply the order by L1 bidder, L2 bidder will be offered to provide service at the quoted L1 rate and in the event of failure to comply the order by L1 & L2 bidders, L3 bidder will be offered to provide service at the quoted L1 rate.
- 47) Misconduct, misbehavior with the Staff and Officers and with any customer the Corporation reserves absolute right to terminate the contract one before the contract period.
- 48) Any disputes, questions or difference or any interpretations arising out of or in connection with the terms & conditions of this tender if not settled/ resolved amicably, than they shall be referred to a sole arbitrator who shall be appointed by the Department of Agriculture , Govt. of West Bengal in accordance and subject to provision of the Arbitration and Conciliation Act, 1996 or any other enactment of statutory modification thereof for the time being on force. The place of Arbitration shall be Kolkata and the language of arbitration shall be English. The award of the arbitrator shall be binding on both the parties.

When any dispute occurs and when any dispute is under arbitration, except for the matter under dispute, the parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations as per the agreement based on terms and conditions of the tender. All disputes and Court Cases are subject to the jurisdiction of the Hon'ble Calcutta High Court only.

DISTRICT MANAGER
W.B. STATE SEED CORPORATION LTD., MURSHIDABAD

Memo No. 527/1(11)/MSD/WBSSCL.

Date. Berhampore The, 05/11/2018

Copy forwarded for his kind information and taking necessary action to:-

- 1) The Managing Director, WBSSCL., Kol-13.
- 2) The Regional Manager, WBSSCL, Jalpaiguri /Burdwan Range.
- 3) The District Magistrate, Murshidabad.
- 4) The Deputy Director of Agriculture (Admin), Murshidabad.
- 5) The Assistant Director of Agriculture (Marketing), Berhampore, Murshidabad.
- 6) The District Cultural & Information Officer, Berhampore, Murshidabad.
- 7) The District Informatics Office (NIC), Berhampore, Murshidabad.
- 8) The Production Officer, Murshidabad Unit.
- 9) Sr. Accountant of this Office.
- 10) Store Keeper of this Office.
- 11) Notice Board of this Office.

DISTRICT MANAGER
W.B. STATE SEED CORPORATION LTD., MURSHIDABAD

(4)
SECTION – A
INSTRUCTION TO BIDDERS

General guidance for e-Tendering:

Instructions / Guidelines for electronic submission of the Tenders have been Annexed for assisting the Contractors to participate in e-Tendering.

➤ **Registration of contractor :**

Any contractor willing to take part in the process of e- Tendering will have to be enrolled & registered with the government e-procurement System, through log in on to <https://wbtenders.gov.in> the Contractor is to Click on the link for e-Tendering site as given on the web portal.

➤ **Digital Signature Certificate (DSC) :**

Each Contractor is required to obtain a Class- II or Class-III Digital Signature Certificate (DSC) for submission of Tenders from the approved Service provider of the National Informatics Center (NIC) on payment of requisite amount. Details are available at the Web Site Stated in clause A.I. above. DSC is given as a USB e-Token.

➤ The Contractor can search and download N.I.T. & Tender Document (s) electronically from Computer once he logs on to the Website mentioned in Clause A.I. using the Digital Signature Certificate. This is the only mode of Collection of Tender Documents.

➤ **Submission of Tenders :**

Tenders are to be submitted through online to the Website Stated in Clause A.I. in two folders at a time for each work, one in technical Proposal & the other is financial proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The Documents are to be uploaded virus scanned copy duly Digital signed. The documents will get encrypted (Transformed into non readable formats).

Technical Proposal:

The Technical Proposal should contained scanned copies of the following in two covers (folders).

(i) **Statutory Cover (folder)Containing the following documents:**

- a) Earnest Money (refundable) of Rs. 50,000/- (Fifty Thousand) only will have to be submitted through online in the form of NEFT / RTGS as per e-procurement portal of the Govt. of West Bengal <http://wbtenders.gov.in> in favour of WEST BENGAL STATE SEED CORPORATION LTD., payable at Berhampore (STATE BANK OF INDIA, A/c No.**11176096664**, IFS Code, **SBIN0003914**, Branch ADB, Berhampore, Murshidabad) are to be documented through e-filling.
- b) Copy of GST Registration No., PAN Card, Aadhaar Card and last three years I.T. Return Acknowledgement
- c) Self Attested Copy of Goods & Service Tax registration No. & PAN & Aadhaar Card of Indian citizen.
- d) Self Attested Copy of valid Trade License for Transport work.
- e) Self Attested Copy of up to date Professional Tax Clearance Certificate.
- f) Self Attested Blue Book / Smart Card for at least One Truck / Matador of his own.
- g) Self attested Bank details.
- h) Attested copy of credential certificate for at least Rs.2000000/- (Rupees twenty lakhs) only on an average per year for the last three consecutive financial years of Govt. or Govt. Undertaking organization for transportation of seeds and other agricultural inputs. No work order of such assignment be entertained. N.I.T. (downloads properly and uploads the same digitally signed). **The rate will be quoted in the B.O.Q.**

Quoted rate will be encrypted in the B.O.Q. under financial Bid.

N.B. If any bidder quote 'Zero' rate for any item in BOQ the same will not be accepted and the particular bidder will be summarily rejected from the tender.

(ii) **Non-statutory Cover containing the following documents.**

- a) Power of Attorney. (if applicable)
- b) Partnership deed in case of Partnership Firm.(if applicable)
- c) List of technical and non technical staff

THE ABOVE STATED STATUTORY /NON-STATUTORY (TECHNICAL DOCUMENTS) SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the my Document list and then click the tab “Submit Non Statutory documents” to send the selected Documents to Non-Statutory folder.

Next click the tab “Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-Category Description	Detail (s)
A.	Certificate (s)	Certificate (s)	PAN, P-Tax (Challan) 2017-18, Trade License, Aadhaar Card, GST Registration Certificate and Latest 3 years IT Return Acknowledgement
B.	Company Detail (s)	Organization Details	Proprietorship Firm (Trade License), Partnership Firm (Partnership Deed, Trade License), Ltd. Company.(Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney.
C.	Credential	Credential – 1	Similar nature of Transportation work done & completion Certificate which is applicable for eligibility in this tender.
D.	Man Power	Technical Personnel /unskilled Labours	List of Technical Staff / Unskilled Labours along with structures & Organization (as per N.I.T)

Tender Evaluation Committee (TEC)

1. Evaluation Committee constitute as per order of the Managing Director, West Bengal State Seed Corporation Limited will function as Evaluation Committee for Selection of technically qualified Contractors.
2. **Opening & evaluation of Tender :**
If any Contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
3. **Opening of Technical Proposal :**
Technical Proposal will be opened by the District Manager, West Bengal State Seed Corporation Limited, Murshidabad Unit, and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
4. Intending Tenderers may remain present if they so desire.
5. Cover (Folder) for statutory Documents will be opened first & if found in Order. Cover (folder) for non Statutory Documents will be opened, if there is any deficiency in the statutory Documents the tender summarily be rejected.
6. Decrypted (transformed into readable formats) documents of the Non-Statutory cover will be downloaded & handed over to the Tender evaluation Committee.

7. Summary list of technically qualified tenderers will be uploaded online.
8. Pursuant to scrutiny & decision of the Tender Evaluation Committee the Summary list of Eligible tenders & the serial No. of work for which their proposal will be considered will be uploaded in the web portals.
9. During evaluation the committee may summon the Tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposal will be liable for rejection.

FINANCIAL PROPOSAL

1. The Financial Proposal should contain the following documents in one cover (folder) i.e, Bill of Quantities (BOQ). The Contractor is to quote the item wise rate online through computer in the space marked for quoting rate in the BOQ.
2. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.
Financial Capacity of a bidder will be judged on the basis of information furnished.

3. Penalty for suppression /distortion of facts :

If any tenderer fails to produce the original hard copies of the documents like Completion Certificates & any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tender & action may be referred to the appropriated authority for prosecution as per relevant IT Act.

4. Rejection of Bid :

WBSSCL reserves the right to accept or reject any Bid and to cancel the Bidding processes and rejects all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the effected Bidder or Bidders of the ground for WBSSCL's action.

5. Award of Contract :

- a. The Bidder who have quoted lowest rate in maximum numbers if items preference will be given to him, provided he accepts in writing to execute the whole contract on the basis of lowest rate (LI) of all items.
- b. The Bidder whose Bid has been accepted will be notified by the Tender Inviting & accepting authority through acceptance letter/ letter of Acceptance.

NOTE

- i) System generated Comperative Statement will not be accepted
- ii) Maximum point will be decided part wise A & B, who's quoted rate will be lower and the same will be accepted as L-1
- iii) Maximum number of L-1 included Part A&B would be offered the work.

SD/-
DISTRICT MANAGER
W.B. STATE SEED CORPORATION LTD., MURSHIDABAD
