



Government of West Bengal
Directorate of Micro, Small & Medium Enterprises
Office of the General Manager
District Industries Centre, Paschim Medinipur
Saratpally, DakBungalow Road, P.O. Midnapore, P.S. Kotwali
District: Paschim Medinipur, Pin- 721101

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NOTICE INVITING e-TENDER

NOTICE INVITING ELECTRONIC TENDER NO.:- DMPAM/DIC/e-NIT/01/2021-22

Dated 28/03/2022

Tenders is here by invited by the undersigned for the work mentioned in the table below through electronic tendering (e-Tendering). The intending tenderers may visit website for the tender notice, other details & submission of bid will be available on the website <https://wbtenders.gov.in> only.

Items	Quantity (Nos.)	Estimated Cost Price including GST (Rs.)	Quoted Price including GST (Rs.)	Time of completion of work	Earnest Money to be deposited (Rs.)
Supply and installation of the following Supply and installation of the Modern Industrial Sewing Machine to the Purnima Ladies Garments Manufacturing Cluster & REH Industrial Cooperative Society Ltd.				15 Days	26,840/- (Rupees Twenty Six Thousand Eight Hundred Forty)
1.Single needle Lock Stitching machine with complete set with motor, table etc.	15 Nos.	450000			
2.Flat lock stich machine	3 Nos	105000			
3. 5Thread Overlock Stitching Machine- complete set with motor table etc.	1 No	30000			
4.Button Hole Machine – complete set with	1 No.	150000			
5.Button Stitching Machine – complete set with	1 No.	250000			
6.Interlock Machine	1 No.	35000			
7.Modern High-Speed Elastic Gauzing Machine	1 No.	75000			
8.Round /straight Knife Cloth Cutting Machine	1 No.	30000			
9.Cutting Table – Iron Channel Structure with	1 No.	20000			
10.Electric Steam Iron	2 Nos.	4000			
11.Checking Table / Iron Table	1No.	10000			
12.Stain Removing Gun	1 No.	3000			
13.Scissor, Needle, Measuring Tape, Pant hip	30 Sets	180000			

1. General Instructions:-

In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> indirectly with the help of Digital Signature Certificate. The Earnest Money may be remitted through NEFT/RTGS in favour of the “District Magistrate, Paschim Medinipur”. The details of bank account are given in e-tender online payment option. The fund debit statement or UTR No. should be uploaded in bidder documents.


District Magistrate
Paschim Medinipur

2. **Submission of bids:** Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>. All papers must be submitted in English language.

3. **ELIGIBILITY FOR QUOTING:-**

Only Manufacturers, Direct Importers, authorized distributors, suppliers are only eligible for quoting. The price is to be quoted in Indian Rupees including cost of insurance, GST, custom duty, packing, forwarding, freight charges, clearing charges and installation of the new instrument. Agency commission, if any payable in Indian Rupee.

5. **SUBMISSION OF THE TENDERS:-**

The tender is to be submitted in a two Bid System.

[A] Technical Bid:

(a). Statutory Cover containing the following documents:

1. **COVER "A":-**

BID A:-

PART - I

One folder for earnest money deposit with copy of the Pay Receipt should be uploaded. Local SSI(s) should upload certificate of Udyam registration/EM II for claiming EMD exemption.

(Single File multiple pages to be scanned)

Essential Requirements of the Tendering Firm for participation shall contain all papers related to the essential requirements of the Tenderer for participation in the tender viz:-

		Page No
A	The Earnest Money may be remitted through NEFT/RTGS in favour of the "District Magistrate, Paschim Medinipur. The details of bank account are given in e-tender online payment option. The fund debit statement or UTR No. should be uploaded in bidder documents.	
B	CHECK LIST in the prescribed format	

PART - II

TECHNICAL SPECIFICATIONS OF INSTRUMENTS (PROVIDE IN PDF FORMAT)

NON-STATUTORY/ MY DOCUMENTS containing the following documents:-

Category	Sub Category	Sub Category Description	Page No
Certificates	A1. Certificates	PAN Card of the authorized signatory	
		Professional Tax Registration certificate	
		GST Registration certificate	
COMPANY DETAILS	B1. COMPANY DETAILS	Certificate of country of origin	
		Registration with Registrar of Companies	
PAYMENT CERTIFICATE 2		1. Last GST Return 2019	
		2. P/ L & Balance sheet 2020-2021	
		3. P/ L & Balance sheet 2021-2022	

2. COVER "B":-

[B] FINANCIAL BID:-

BID B:-

(i) BOQ for INR (in excel sheet)

The folder as "Financial Bid" shall contain base price in Indian Rupee and the portion of the allied works and services which are to be undertaken in India (like installation, commissioning of equipments etc.) are to be quoted in Indian currency including GST, cost of insurance, packing, forwarding, freight charges, clearing charges, custom duty and installation of the new instrument to be purchased. Agency commission, if any payable in Indian Rupee should also be mentioned.

The bidders are required to submit the hard copies of Bid A as per schedule more clearly described in the time line vide clause 24 along with Earnest Money Deposit (EMD) in separate packets. Submission of hard copy of Bid A is asked for to the bidder in case of requirement for scrutiny of Non Statutory documents to the Development & Planning Section under office of the District Magistrate, Paschim Medinipur is for reference only while examining the technical bid on line and will not be treated as substitute for on line submission. **Submission of hard copy of Bid B is totally prohibited and only be submitted through on line through NIC portal.**

6. Evaluation of the tenders:-

During the tender evaluation process, the "Bid A" will be opened first. Those Bidders who have qualified the essential & other requirements will be identified and only their "Bid B" i.e. Financial bid will be opened. The "Bid B" of those Bidders failing to meet the technical & other requirements of participating in the tender will not be opened and be rejected. The Bidders offering the item found suitable and as being as per the tender specifications will only be selected.

The Bidder who have been so identified to have been technically suitable in the context of above will be deemed to have passed the test of essential and other requirement of the quoted item or items.

The "Bid B" (Financial Bids) of only these bidders passing the essential and other requirement test will be opened then subject to verification of hard copies of the audited balance sheet and Profit & Loss Accounts of the bidder for the last two years i.e for the year 2020-2021 & 2021-2022

If found suitable in the context of above pre-qualification etc., the tenderer quoting the lowest rate will be considered as successful. This should include Basic Price, GST/ CST.

7. Cost of Earnest Money:-

- 7.1 The amount of Earnest Money to be submitted shall be not less than **Rs. 26,840 (Rupees Twenty six thousand eight hundred and forty)** only.
- 7.2 The process may be followed as per memorandum of the Finance Department Audit Branch bearing Memo No-3975-F(Y) dated: 28th July, 2016 (GRIPS)

1. Login by bidder:

- a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRs, etc shall login to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD/ Tender Fees for that tender by selecting from either of the following payments modes:
- i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment

through ICICI Bank Payment Gateway;

2. Payment procedure:

a) Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway

- i. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway web page (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- ii. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii. Bidder will receive a confirmation message regarding success/failure of the transaction.
- iv. If the transaction is successful, the account paid by the bidder will get credited in the respective Pooling account of the State Government/PSU/Autonomous Body/Local Body/P.R.Is, etc. maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v. If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT

- i. On selection of RTGS/NEFT as the payment mode, the e-Procurement Portal will show a pre-filled challan having details to process RTGS/NEFT transaction.
- ii. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account.
- iii. Once payment is made, the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- iv. If verification is successful, the fund will get credited to the respective Pooling Account of the State Government / PSU/Autonomous Body/Local Body/ PRIs etc. Maintained with the focal point branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD /Tender Fees.
- v. Hereafter, the bidder will go to e-Procurement Portal for submission of the bid.
- vi. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

3. Refund/ Settlement Process:-

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-payment portal of the State Government, the tender inviting committee will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of unsuccessful bidders, to the ICICI Bank by the e-procurement portal through web services.
- ii. On receipt of the information from the e-procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank account from which they made payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e-procurement portal by the tender inviting authority.
- iii. Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of L1 and L2 bidders will be refunded, through an automated process, to the respective bidder's bank account from which they made the payment transaction. Such refund will take place within T+2 bank

working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority. However, L2 bidder should not be rejected till the LOI process is successful.

- iv. If the L1 bidder accept the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on Award of contract (AOC) to the L1 bidder is uploaded to the e-procurement portal the tender inviting authority.
- v. As soon as the L1 bidder is awarded the contract (AOC), and the same is processed electronically in the e- procurement portal –
 - a. EMD of the L1 Bidder of the tenders of the State Government Offices will automatically get transferred from the Pooling account to the State Government Deposit Head'8443-00-103-001-07' through GRIPS along with the bank particulars of the L1 bidder.
 - b. EMD of the L1 bidder for the tenders of the State,/PSU/Autonomous Bodies/ Local Bodies/ PRIs etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.
 - c. In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.
 - d. The bank will share the details of GRN No. generated on successful entry in GRIPS with the e- procurement portal for updation.
 - e. Once the EMD of L bidder is transferred in the manner mentioned above ,Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government Tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIs etc. Tenders.
 - f. All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.

4. RATE:

The total price has to be quoted in Indian Rupees for the above stated Modern Industrial Sewing Machine and equipments including cost of insurance, custom duty, packing, forwarding, freight charges, clearing charges and installation of the new instrument. Agency commission, if any payable in Indian Rupees should also be mentioned.

The instruments are to be transported in such packaging so that there is no damage to the primary packaging during the transportation process.

The basic rate should be furnished inclusive of Customs Duty, Transportation Cost, Insurance, Freight, Testing charges, Incidental Charges etc. but excluding of GST, Excise Duty, Entry Tax & Cess etc. which shall be quoted separately in the template for Bill of Quantities (BOQ). Percentage of Excise Duty, CESS etc, Percentage of GST to be mentioned in the appropriate Column of the template for Bill of Quantities.

5. ORDER & SUPPLY:

Supply Order for the approved products shall be placed with the successful tenderer after the execution of the agreement and such supply shall have to be made in such instalments as may be fixed or spread over the period to be specified in the supply order, to be made in pursuance of the agreement. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.

6. WITHDRAWAL /CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled.

The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason thereof. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.

The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason thereof.

Purchase will, however be made following the existing purchase policy of the Govt of West Bengal and its amendment(s) made from time to time. The purchase policy of the State Government as provided in the West Bengal Financial Rules, the policy of price preference in particular incorporated under Notification No. 10500-F dated 19.11.04 should be observed in considering the tenders.

7. Important Instruction with regard to submission of tender:

I) The rate should be quoted in Indian Rupees (both in figure and words) for a particular brand or model / model no. of the offered item only as mentioned in the appropriate column of the 'Tender Form'. (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. The detail information regarding the manufacturer and the item quoted in the 'Tender Form' shall be furnished.

II) Bids shall remain valid for a period of 365 (Three Hundred Sixty Five) days from the date of opening of Financial bid . If the bidders withdraw the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith assigning any reason thereof.No interest on the deposited Earnest Money shall be allowed if the said bid is canceled.

8. GUARANTEE / WARRANTY PERIOD:

THE TENDERERS MUST QUOTE FOR TWELVE MONTHS COMPREHENSIVE ON SITE WARRANTY OF ENTIRE SYSTEM (INCLUDING ALL SPARES & LABOUR) FROM THE DATE OF COMPLETION OF THE DELIVERY.

8.1 All faults appearing and their rectification shall be periodically advised to the laboratory, the period being not more than a month.

8.2 Any lacuna or lacunae noticed in the functioning of the installation as a result of any design feature shall be rectified by the supplier free of cost.

9. Delivery, Installation and Commissioning:-

9.1 Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser.

9.2 The installation, testing and commissioning of the proposed system shall be completed in accordance with the order.

9.3 In case of distributor, the firm should be direct distributor from the principal's. The sub-distributor authority by distributor will not be accepted at all.

10. SPECIAL TERMS AND CONDITIONS FOR TENDER SUBMISSION:-

- a) The tenderer should have been in this business for a period of at least two years in the country in relation to the type of equipment for which the quotations / tenders are being submitted.
- b) A proof of ownership/partnership etc. shall be submitted along with verification of address, telephones and fax numbers.
- c) The tenderer should submit statement of financial standing from their bankers. The name of the bank along with full address is to be furnished.
- d) The supplier should submit a statement of overall turnover for the previous two years. If applicable a copy of the applicant's annual report and accounts for each of the last two years should also be submitted.
- e) If the tenderer gives a false statement on any of the above information the firm/supplier will not be considered and their quotation/tender shall be rejected and the security deposited shall be forfeited.

11. **PENALTY CLAUSES:**

PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRADULENT/ MISLEADING DOCUMENTS: If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money, Forfeiture of Performance Bank Guarantee if enlisted as a supplier.

12. **VALIDITY PERIOD OF AGREEMENT:**

The contract period will be for a period 180 days from the date of finalization of tender.

13. **INSPECTION:**

Before submitting the tender, the intending tenderers should thoroughly acquainted themselves with the proposed supply and installation by local inspection of site and make into consideration the site condition and other criterion for effecting smooth supply. No claim whatsoever will be entertained afterwards.

14. **PAYMENT TERMS:**

- ❖ Payment will be made through e payment system through ECS/RECS/RTGS,70% after supplying and 20% after installation & successful commissioning of instruments and 10% after security period.
- ❖ Supply of the materials as per specification as provided in the tender documents and the catalogue.
- ❖ Supply of the materials within the supplied period as specified in the work order.
- ❖ On being selected, the successful vendors will have to submit one application to concerned procuring authority. Stating the name of the payee/ recipient, Bank account no with MICR code, IFSC of the payee/recipient for making e payment.
- ❖ No manual payment is allowed to be made as far as practicable.
- ❖ In case of letter of credit (LC), purchaser' bank issues Guarantee of Payment against LC opened in that bank to the Suppliers bank for payment as mutually agreed by both the purchaser and the supplier.

24. **Dates & Time Schedule:**

Sl. No.	Items	Date(s) & Time
1.	Date of Uploading of NIT Documents (Online)	28.03.2022 from 18.00 hrs
2.	Starting Date of Downloading of Documents (Online)	28.03.2022 from 18:00 hrs. onwards
3.	Starting Date of Submission of Bid (Online)	28.03.2022 from 18.00 hrs.
4.	Last Date of Downloading of Documents (Online)	11.04.2022 till 18:00 hrs
5.	Last Date of Submission of Bid (Online)	11.04.2022 till 18.00 hrs
6.	Opening Date of Technical Bid (Online)	13.04.2022 from 18:00 hrs.
7.	Date of uploading list for Technically qualified Bidder (online)	To be notified later
8	Date of uploading the final list of Technically qualified Bidder (online) after disposal of appeals	To be notified later
9	Opening Date of Financial Bid (Online)	To be notified later

TENDER AUTHORITY RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES AFTER PUTTING UP A NOTICE IN THE DEPARTMENTAL WEBSITE AND DISTRICT WEBSITE.

The details of NIT may be obtained from the web site <https://wbidders.gov.in> the option '**TENDER**' & <https://paschimmedinipur.gov.in>

No objections in this respect will be entertained raised by any Bidder who will present during opening of bid, or from any Bidder who will absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.

During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice.

The Tender Selection Committee reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

FORMAT FOR CHECK LIST:-

Sn	Items	Pl mark ✓		Page no
		Yes	No	
1	Application submitted in Annexure I	Yes	No	
2.	Annexure II (Authorization letter of signatory from the Company)	Yes	No	
3.	Copy of PAN Card of the authorised signatory:	Yes	No	
4.	Last 2 financial years' returns of Income Tax	Yes	No	
5.	Last quarters of last 1 financial years' returns of GST	Yes	No	
6.	Lead time compliance certificate from the tenderer	Yes	No	


**District Magistrate
PaschimMedinipur.**

Memo No.- 930

Date- 28.3.2022.

Copy forwarded for information to:

1. The Addl. District Magistrate (LR& Industry), Paschm Medinipur.
2. The General Manager, DIC, Paschim Medinipur.
3. The Principal- in Charge , Midnapore Polytechnic College, Paschim Medinipur.
4. The District Planning Officer, Development & Planning Section, Paschim Medinipur.
5. DIO, NIC, Paschim Medinipur is requested to upload the Notice at District Website.
6. DICO, Paschim Medinipur is requested for wide publicity
7. CA to the District Magistrate, Paschim Medinipur
8. CA to the Addl. District Magistrate (LR & Industry), Paschm Medinipur.


**District Magistrate
PaschimMedinipur**