West Bengal Forest Development Corporation Limited

(A Govt. Of West Bengal Undertaking)
Registered Office :
"Aranya Bikash", KB-19, Sector-III, Salt Lake City
Kolkata-700106

Tender Document No: 54 /28-160/21-22

09.03.2022

sealed tender called from suitable agency/supplier/manufacturer for Supply of Main Curtain fabric for Eco-tourism Center at Lepchajagat, North Bengal.

1. Background

The West Bengal Forest Development Corporation Limited (WBFDCL) (hereinafter also referred to as the "Corporation") came into existence in 1974 as per Companies Act 1956, on the recommendation of National Commission of Agriculture. The Broad Objectives of setting up WBFDCL was to offer timber, non-timber forest produces and value-added forest products at reasonable prices for the public in general, to develop awareness for conservation of nature and wild life through responsible eco-tourism.

WBFDCL requires Curtain Fabric including following specifications :

Sl No.	Description	Unit	Qty
1	Main Curtain Fabric	Mtrs	375
2	Eyelet Tape	Mtrs	220
3	Eyelet Ring	Pcs	1500
4	Eyelet Stitching	Pcs	120
5	Belt Stitching	Pcs	48
6	Delivery Charges		

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2. **Selection of Agency**

   a) WBFDCL invited tenders for supply of Supply of Main Curtain fabric for Eco-tourism Center at **Lepchajagat, North Bengal.** The Bid shall be valid for a period of not less than 180 (one hundred and eighty) days from the Bid Due Date ("Bid Validity Period").

   b) Interested Firms/ Companies who are able to comply the requirements may submit the tender duly filled in and supplemented with all relevant documents to WBFDCL for further processing as per laid procedures. Tender not completed in any respect are liable to be rejected summarily.

   c) Successful bidder shall be that bidder who has submitted the lowest qualified bid.

3. **Instruction to Bidders**

   a. Any condition or qualification or any other stipulation contained in the Bid shall render the Bid liable to rejection as a non-responsive Bid. The bids shall be unconditional, firm and irrevocable.

   b. The Bidders shall be responsible for all costs associated with the preparation of their Bids and their participation in the Bid. The Corporation will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

c. Any entity which has been barred by the [Central/ State Government, or any entity controlled by it] from participating in any project, and the bar subsists as on the date of bidding, would not be eligible to submit a Bid.
d. The Bid and all communications in relation to or concerning the Bidding Documents and the he products as mentioned Bid shall be in English language.

4. **Eligibility Criteria**
   a. The Bidder may be Proprietorship Firm / Partnership Firm / Private Limited Company / Public Limited Company/ Limited Liability Partnership / Cooperative Society/ Society. No consortium/ joint venture of any sort will be allowed.
   b. The Bidder should either be Manufacturer / authorized dealers of the Brand as mentioned under Clause 1.2 above
   c. In case of Authorized Dealer Authorization certificate to be enclosed with this Tender.
5. **Clarifications**
   a. WBFDCL shall endeavor to respond to the questions raised or clarifications sought by the Bidders. However, WBFDCL reserves the right to not respond to any question or provide any clarification, in its sole discretion.
   b. WBFDCL may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by WBFDCL shall be deemed to be part of the Tender Document.
6. **Amendment of Tender Document**
   a. At any time prior to the Bid Due Date, WBFDCL may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the Tender Document by the issuance of Addenda.
   b. In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, Corporation may, at its own discretion, extend the Bid Due Date.
7. **Right to accept and to reject any or all Bids**
   a. Not with standing anything contained in this Tender Document, WBFDCL reserves the right to accept or reject any Bid and to annul the Bidding Process and reject all Bids at any time during the Bidding Process without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
8. **Submission of the Bid:** The Tenderer can submit its bid by **3:00 PM (IST), 16.03.2022** The Tender can be submitted in hard copy only on the address given below.

The Divisional Manager,
Kolkata Forest Corporation Division,
'Aranya Bikash',
KB-19, Sector-III, Salt Lake City,
Kolkata-700106
E-mail: kfcd@wbfdc.com

9. The Tender shall be submitted in two sealed envelopes comprising of Technical & Financial Bid and both sealed envelopes shall be placed in an outer sealed envelope.

A. **Envelop 1: Technical Bid:** The Bidder shall submit the **following document as part of its** Technical Bid

i) Details of the Bidder.

ii) Proof towards Manufacturing unit/ Authorized Dealer or Distributor.

iii) EMD/ Security Deposit.

iv) Trade License (in case of proprietorship firm/ partnership firm)

v) In case of Company – Please enclose Memorandum and Articles of Association along with certificates of incorporation, and date of commencement of business etc.

vi) In case of Partnership Firm, registered under the Partnership Act., 1932 – Please enclose details of partners, details of their business and partnership deed etc. duly attested by Notary

vii) GST Certificate

B. **Envelop 2** Financial/Price Bid: The Bidder shall submit all-inclusive financial quotes as its Financial Bid. The price bid quoted by the Bidder shall be inclusive of taxes & duties including GST. The Price Bid shall be exclusive of Freight, which will be paid on actual basis. **The Price Bid quoted by the Bidder shall remain valid for 6 months.**

10. The queries and original document must be submitted to the address mentioned in clause 8 above.

11. **Bid Security**

a. The Bidder shall furnish, as part of its Bid, a Bid Security equivalent to Rs. 6000/- - (Rupees Six thousand only).in the form of Bank DD/Cheque favoring Divisional Manager, Kolkata Forest Corporation Division, payable at Kolkata. Bid Security is exempted for applicants who are registered with MSME and NSIC for the services for which enlistment is sought on production of documentary evidence

12. **WBFDCL's right to vary Scope of Work at the time of Award:**

a. WBFDCL reserves the right to vary the quantity.

13. **Terms & Conditions**

a. WBFDCL reserves the right to reject the Application/ Bid of any Bidder who is a defaulter to the WBFDC Ltd. & the Forest Directorate, W B in respect of payment of dues.

b. The evaluation of the applications for empanelment shall be carried out by the committee constituted for the purpose.

c. Any un-authenticated, alterations, erasures, overwriting, blanking out or discrepancies may render the Tender Document submission invalid. The evaluation of the response will only be based on the documents submitted and evaluation committee reserved the right to relax the evaluation criteria.

d. Response submitted by Fax or E-mail or any form other than mentioned above will not be acceptable and liable for rejection by WBFDCL
e. In case the successful bidder resiles from the offer within the validity of tender, the earnest money will be forfeited. Similarly, if successful contractor fails to commence the work within 20 days from the date of issue of award letter, the amount of earnest money will also be forfeited besides blacklisting the firm
f. Performance Guarantee: 3% of the purchase order value will be submitted by the firm towards performance security within 10 days of receipt of purchase order in shape of demand draft or Bank Guarantee. The performance deposit will be refunded to the firm within 30 days of acceptance of the delivery.
g. The supply, installation and commissioning shall take place on staggered basis over a period of 2 months. The price bid quoted by the bidder shall remain valid for 6 months.

14. Payments:

a. The payment shall be made after successful completion of the work in all respect.
b. Additionally, all payments to be made to the Agency shall be inclusive of all statutory levies duties, taxes, and other charges whenever levied/applicable.
c. The Price Bid shall be exclusive of Freight/ Transportation charges which will be paid by WBFDCL on actual basis.
d. Prices quoted by the Selected Bidder shall not be subject to any upward revision on any account whatsoever throughout the period of Agreement for the scope of the Agreement.

Sd/-
Divisional Manager
Kolkata Forest Corporation Division

West Bengal Forest Development Corporation Limited
(A Govt. Of West Bengal Undertaking)
Registered Office :
"Aranya Bikash", KB-19, Sector-III, Salt Lake City
Kolkata-700106

Annexure 1: Format of Financial Bid

To,
The Divisional Manager,
Kolkata Forest Corporation Division,
'Aranya Bikash',
KB-19, Sector-III, Salt Lake City,
Kolkata-700106
E-mail: kfcd@wbfdc.com

Tender Document No: 54 /28-160/21-22

SUBJECT:FINANCIAL BID FOR Supply of Main Curtain fabric for Eco-tourism Center at Lepchajagat , North Bengal

Dear Sir,

As a part of the Bid for the subject work, we offer our Price Bid to WBFDCL, as follows:

Sl No	Particulars	Unit	Price/ unit (in Rs)	No of Units	Total Price (Price per unit x Noof Units)
1	Main Curtain Fabric	1 Mtrs		375	
2	Eyelet Tape	1 Mtrs		220	
3	Eyelet Ring	1 pcs		1500	
4	Eyelet Stitching	1 pcs		120	
5	Belt Stitching	1 pcs		48	
6	Delivery Charges				

a) We agree to bind by this offer if we are selected as the preferred bidder.FOR

AND ON BEHALF OF _____

SIGNATURE_____

NAME_____

DESIGNATION _____

COMPANY SEAL

COMPANY _____