

GOVERNMENT OF WEST BENGAL
OFFICE OF THE PROJECT OFFICER CUM DISTRICT WELFARE OFFICER
BACKWARD CLASSES WELFARE
JALPAIGURI

Memo No. 2720 /PO-DWJ /BCW

Dated. 22.12.2017

NOTICE INVITING e – QUOTATION (2nd call)

Sealed quotation (2nd call) is invited for the supply of wooden Desk with drawer & locking arrangement etc. (700 x 450 x 750 mm.) made of best quality Sishu wood & finishing with French polishing to all exposed surfaces of the Desk complete in all respect for the Banarhat Hindi High School for Girl's at Banarhat of Dhupguri Block in the Dist. of Jalpaiguri under the Project Officer Cum District Welfare Officer, Backward Classes Welfare, Jalpaiguri from Bonafide contractor having fulfillment of following terms & condition. Intending contractor may submit their quotation on line within 02.01.2018 up to 15.00 hours and the quotation shall be opened on 04.01.2018 after 15.00 hours.

1. List of Furniture:

- i) Wooden Desk with drawer & locking arrangement etc. (700 x 450 x 750 mm.) made of best quality Sishu wood & finishing with French polishing to all exposed surfaces of the Desk complete in all respect.

SI NO	Particulars	Date & Time
1	Publishing of Tender	22.12.2017
2	Documents download/sell start date (Online)	22.12.2017 FROM 05.00 PM
3	Bid submission Start Date	22.12.2017 From 05.00 PM
4	Bid Submission End Date	02.01.2018 UPTO 03.00 PM
5	Technical Bid Opening	04.01.2018 After 03.00 PM
6	Financial Bid Opening	To be notified

2. **Earnest Money:** Earnest Money: - Rs. 18,360. 00 (Rupees eighteen thousand three Hundred sixty) only

3. Payment Procedure:

- (a) Payment by Net Banking (any listed 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 webpage (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 amount paid by the bidder will get credited in the respective Pooling account of the State Government Office/PSU/Autonomous Body/Local Body/PRI, 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 the 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 his bid.

(vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

4. Refund / settlement process of EMD [as per order no- 3975-F(Y) Dated-28/07/2016 of Finance Dept, Govt of W.B.]

i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-procurement portal of the State Government, the tender inviting authority will declare the portal of bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to 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 accounts 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 bids 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 the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts 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 financial bid is uploaded to the e-procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process successful.

iv. If the L1 bidder accepts 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 by 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 for tenders of 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 tenders of the State PSUs/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.

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.

vi. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E-Procurement portal for updating.

vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to 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/PRI, etc tenders.

All refunds will be made mandatorily to the Bank A/c from which the payment of EMD & Tender Fees (if any) were initiated

Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non-Statutory) and financial folder concurrently duly digitally signed in the website: <http://etender.wb.nic.in>

5. The Technical document and Financial Bid should be submitted online on or before the date indicated below.

1. **The Bidder**, at the bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, the cost of visiting the site shall be at the bidder's own expense. Traffic management and execution shall be the responsibility of the agency at his/her/their risk and cost. The diversion road if required for smooth flow of the traffic is to be constructed & maintained by the agency at his/her own cost.
2. **The Intending Bidders** shall clearly understand that whatever may be the outcome of the present invitation of bids, no cost of bidding shall be reimbursable by the department. The Project Officer cum District Welfare Officer, Backward Classes Welfare, (BCW), Jalpaiguri, Hakimpara, Shivaji Road, Dist. Jalpaiguri reserves the right to reject any application for purchasing bid documents and to accept or reject any offer without assigning any reason what so ever and is not liable for any cost that might have incurred by any bidder at the stage of bidding
3. Intending Quotationers will be well experienced for supply of similar nature of article to the Govt., Semi Govt., or any other organization.
In this regard the quotationer should be uploaded the necessary certificate issued from the competent authority.

The following documents also need to be submitted:-

6. (a) Current Income Tax return
(b) GST Registration
(c) Trade License
(d) Declaration
(e) Partnership deed in case of Company
(f) Pan Card
(g) Professional Tax

TERMS & CONDITIONS:-

1. The intending Agencies should quote the rate item wise through on line inclusive of carriage, all taxes, GST etc . Details estimate, Drawing, Specification etc. may be collected from the Office of the undersigned at any working day between 11.00 hours to 16.00 hours before the date of submission.
2. Conditional quotations which do not fulfill any of the above conditions or are incomplete in any respect are liable to be rejected.
3. No departmental materials will be issued to the successful quotationer. All the materials, men power & machineries etc. have to be arranged by the quotationer himself.
4. The authority reserve the right to accept or reject any of the quotation without assigning any reason thereof.
5. The work should be completed within 1 (One) Month from the date of issue of work order.
6. The quantity of supplied materials may be change.
7. The rate should quote in each rate of the furniture & the total amount will be mentioned.
8. The furniture will be supplied at Banarhat Hindi High School (Telepara), at Banarhat.
9. The lowest bidder will be considered the total quoted amount (agreeing) is lowest.

Project Officer cum District Welfare Officer,
Backward classes welfare,
Jalpaigur

Memo No. 2720 (18) /PO-DWJ /BCW

Dated. 22.12.2017

Copy forwarded for information and wide circulation to the:-

1. District Magistrate, Jalpaiguri. P.O. & Dist. - Jalpaiguri.
2. Addl. District Magistrate, BCW, Jalpaiguri, Dist.-Jalpaiguri
3. Sub-Divisional Officer. Jalpaiguri, P.O. & Dist. - Jalpaiguri.
4. Sub-Divisional Officer. Mal, P.O. Malbazar, Dist. - Jalpaiguri
5. District Manager, SC & ST finance Corporation, Jalpaiguri, P.O. & Dist. - Jalpaiguri.
6. Assistant Labour Commissioner, Jalpaiguri, P.O. & Dist. - Jalpaiguri.
7. District Informatics Officer (DIO), Scientist E Jalpaiguri P.O. & Dist. Jalpaiguri, he is requested to please upload the NIT in the District web site.
8. District Information & Cultural Officer (DIC), Jalpaiguri P.O. & Dist. Jalpaiguri. He is request to publish the NIT at least Two No daily news paper.
9. Block Development Officer, Nagrakata, P.O. - Nagrakata, Dist. - Jalpaiguri.
10. Block Development Officer, Jalpaiguri Seder, P.O. – Rajbari Para, Dist. - Jalpaiguri.
11. Block Development Officer, Rajganj, P.O. - Rajganj, Dist. - Jalpaiguri.
12. Block Development Officer, Maynaguri, P.O. - Maynaguri, Dist. - Jalpaiguri.
13. Block Development Officer, Mal, P.O. - Mal, Dist. - Jalpaiguri.
14. Block Development Officer, Matewali, P.O. - Matewali, Dist. - Jalpaiguri.
15. Block Development Officer, Dhupguri, P.O. - Dhupguri, Dist. - Jalpaiguri.
16. The Accounts Sec. /Engineering Sec. /daily leading Newspaper Bengali,& English, and website <http://www.etender.wb.nic.in> or www.wbtenders.gov.in.
17. Office Notice Board.
18. Office Copy.

Project Officer cum District Welfare Officer,
Backward classes welfare,
Jalpaiguri

