



WEST BENGAL LIVESTOCK DEVELOPMENT CORPORATION LIMITED

(A Govt. Of West Bengal Undertaking)

LB-2, Sector-III, Salt Lake City, Kolkata – 700 106

Telefax: (033)-2335 5298 E-mail: info@wbldc.in

Website: www.wbldc.in Toll Free No. 18001208243

NIT No: WBARD/WBLDC/NIT-457e/2023-24

Date of Issue: 09/02/2023

SET OF TENDER DOCUMENTS

For

PROVIDING CATERING SERVICES (REFRESHMENT) AT ACADEMY OF ANIMAL RESOURCES MANAGEMENT AT HARINGHATA , NADIA, PIN-741246 UNDER WEST BENGAL LIVESTOCK DEVELOPMENT CORPORATION LIMITED ,LB-2, SECTOR-III, SALT LAKE CITY , KOLKATA-700106

Each Set Contains:-

1. Notice Inviting e-Tender.
2. General Instruction to Bidders.
3. Eligibility Criteria for Participation in the Tender.
4. Evaluation of Tender.
5. Tender Terms & Conditions.
6. Scope of Work (**Annexure – I, A, B & C**)
7. Forms-I, II & Check List.

DATE OF PUBLICATION OF e-TENDER (ONLINE) : 09/02/2023 FROM 6:55 P.M.

STARTING OF BID SUBMISSION (ONLINE) : 09/02/2023 FROM 6:55 P.M.

PRE BID MEETING TO BE HELD ON 17/02/2023 at 2:00 P.M., H.Q.

LAST DATE FOR ON LINE SUBMISSION OF TENDER : 24/02/2023 UP TO 06:55 P.M.

OPENING OF TECHNICAL BID : 27/02/2023 FROM 11:30 A.M. onwards.

OPENING OF FINANCIAL BID: TO BE NOTIFIED LATER ON.

TENDER FEES: NIL

EARNEST MONEY DEPOSIT: Rs. 10,000/- (Fixed)


(Dr. Gouri Shankar Koner)
Managing Director
W.B.L.D.C. Ltd.



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NOTICE INVITING e-TENDER

The Managing Director, West Bengal Livestock Development Corporation Ltd., LB-2, Sector-III, Salt Lake City, Kolkata-700106 invites on line bids (in two bid system) from bonafide Individual/Supplier/Caterer/Self-Help Group/Co-Operatives/Firms for “Providing catering services (Refreshment) at Academy of Animal Resources Management (AARM) at Haringhata , Nadia, PIN-741246 under West Bengal Livestock Development Corporation Limited ,LB-2, Sector-III, Salt Lake City , Kolkata-700106.

- 1) Earnest Money **Rs. 10,000/-** only is to be remitted online through Govt. of West Bengal e-Tender portal (<https://wbtenders.gov.in>). The payment transaction slip / receipt in pdf format is to be uploaded along with the statutory documents for tender submission.
- 2) In case bidder wants to be exempted from EMD submission, a valid Exemption certificate is to be scanned & uploaded along with the statutory documents in the e-tender portal for participation in the tender.
- 3) After publication of e-tender Notice in the Medias, detailed terms & conditions, BOQ (Bill of Quantities) may be obtained from the website <https://wbtenders.gov.in> at free of cost. Submission of tender by the bidder can be made with the help of Class- 3 DSC (Digital Signature Certificate) in this website <https://wbtenders.gov.in>. Notice inviting e-tender will **only be viewed** in the Corporations website www.wbldc.in simultaneously.
- 4) Tenders should normally be floated in two parts one Technical Bid (BID-A) and other Financial Bid (BID-B).
- 5) Tender must be supported by:

A. TECHNICAL BID : ‘BID-A’

- (a) **STATUTORY COVER** containing the following documents:

PART 1 (SINGLE FILE MULTIPLE PAGES SCANNED):

1	Transaction Slip / Receipt challan for EMD amount of Rs. 50,000/- only in favor of ICICI Payment Gateway OR Valid Exemption Certificate issued by the Competent Authority claiming EMD exemption.
2	Scanned Application in the prescribed format (Form - I)
3.	Declaration by the Tenderer (Form - II)
4.	Scanned Check List in the prescribed format (Form-III)
5	Upload All Documents / Certificates

(b) NON-STATUTORY COVER/MY SPACE containing the following documents:

Sl. No.	Category	Sub Category Description
1	CERTIFICATES – ✓ All valid up to date. ✓ All certificates are to be furnished in English Vernacular ✓ Affidavit are not valid ✓ Scanned original copy	✓ PAN Card of the authorized signatory ✓ GST Registration certificate (Optional) ✓ IT returns of 2021 – 2022 Assessment year.(optional) ✓ Trade License valid upto 31/03/2023. ✓ Valid documentary proof of: Work experience including the work related to Catering services within West Bengal. ✓ Local Address Proof (valid document)
2	COMPANY DETAILS (valid up to Date), scanned original copy	i) Registration Certificate under Company Act. (if any). ii) Registered Deed of partnership Firm, Trade License / Article of Association & Memorandum. iii) Power of Attorney (For Partnership Firm/ Private Limited Company, if any). iv) For SHG -valid documental proof.
3	Credential	Credential for satisfactorily completion as a prime agency prior to the date of issue of this tender notice, execution of work of similar nature of business

The vendor must fulfill the above eligibility criteria/ pre-qualification conditions. Technical bid of vendors fulfilling the pre-qualification conditions will only be evaluated by the duly constituted evaluation committee. Bid of vendors not fulfilling the pre-qualification conditions given above will be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances. The authority reserves the right to verify/confirm all original documentary evidence submitted by vendors in support of above mentioned clauses of eligibility criteria.

B. FINANCIAL BID : ‘BID-B’ (BOQ)

- i) Intending bidder has to offer rate positively for all the items (B.O.Q. Sl. No. 1 to 6). If rate is not offered for all the items, the bid will summarily be rejected.**
- ii) The Contractor is to quote the rate **on Item-wise BOQ format** of the components as specified in the BOQ. **The rate should be quoted per Item specification Basis** in the BOQ in one cover (folder) encrypted in the B.O.Q. under Financial Bid.
- iii) The Quoted rate must **be equal or less than Reserve Price (as per Annexure-I)** for each & every items, otherwise the rate may not be considered for evaluation irrespective of offering all items rate.
- iv) Rate quoted shall be including GST other taxes and all other charges.**
- v) Final selection will be based on Cumulative Lowest Rate (summation of all items’ rate/ unit). Intending bidder has to offer rate positively for all the items (B.O.Q. Sl. No. 1 to 6). If rate is not offered for all the items, the bid will summarily be rejected.**

Only downloaded copy of the B.O.Q. is / are to be uploaded quoting the rate, virus scanned and digitally signed by the contractor.

- No Hard copy of bid documents will be entertained for consideration for selection of this tender. Bidders must have to participate the tender through online only at www.wbtenders.gov.in.


(Dr. Gouri Shankar Koner)
Managing Director
W.B.L.D.C. Ltd



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GENERAL INSTRUCTIONS TO BIDDER

- ❖ The intending bidders are requested to submit their tender along with prescribed application form in e-tender portal <https://wbtenders.gov.in>. The software shall make automatic encryption of the Technical as well as Financial Bid and no one shall be allowed to open two Bids prior to the date and time earmarked for opening by the Tendering Authority.
- ❖ The EMD will be remitted through online gateway only. After successful transaction of EMD amount, a transaction slip / receipt will be generated. Bidder will have to save the screenshot / receipt as PDF format and upload along with Statutory documents under BID-A. In case where bidder intends to claim EMD exemption, a valid exemption certificate issued by competent authority / department must be attached in place of EMD receipt, failing which the bid will be summarily rejected.
- ❖ After evaluation of Technical Bid, those who will qualify, their Financial Bid shall only be opened only. The technical proposal (BID-A) will be opened on line. There is no need to be present of Bidders or authorized representatives in the office of the undersigned at the time of opening of the Technical Proposal (BID-A).
- ❖ **Total supply of items (as per specification and intimation) for all items (compulsory from Sl. No.1 to 6) is to be completed positively within stipulated time specified in the work order .**
- ❖ For further information, the bidders are requested to please contact the undersigned.
- ❖ No Tender will be accepted across the table and no such receipt will be issued thereon.
- ❖ In the event of any discrepancy between downloaded tender document and master copy of the same available in the office then the latter will be accepted & binding on the bidder. No claim will be entertained.
- ❖ N.I.T. *to be downloaded properly and to be uploaded duly digitally signed by a Class-3 Digital Signature Certificate.*
- ❖ **In case quoting the rate anywhere other than BOQ, the tender is liable to be summarily rejected.**
- ❖ THE OFFERED RATES SHOULD BE VALID FOR AT LEAST 06 (Six) MONTHS FROM THE DATE OF APPROVAL OF RATE, which may be extended for a year upon mutual discussion/agreement.
- ❖ All the tender documents including N.I.T., terms & conditions for submission of tender & B.O.Q. will be the part & parcel of the bid documents.
- ❖ The undersigned reserves the right to reject any tender/all tenders at any stage without assigning any reason thereof.



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ELIGIBILITY CRITERIA FOR PARTICIPATION IN THE TENDER

1. Interested & Eligible bonafide Individual/Supplier/Caterer/Self-Help Group/Co-Operatives/Firms preferably having experience in similar nature of work are eligible to participate, directly or through their sponsored entity, be it a company, firm or LLP provided they fulfil the following conditions. Sponsored participating bidders must furnish authorization from its sponsoring entity.
2. The Agency/Bidder who have been delisted or debarred by any government department shall not be eligible in any way.
3. Bidder must submit all the statutory documents in the prescribed format (Form-I, Form-II, Form-III & Checklist) under the letter head of the company / firm duly sealed & signed by the authorized signatory and EMD transaction slip / exemption certificate as desired under Statutory Cover.
4. Valid up to date clearance of Income Tax Return / PAN Card / G.S.T. Registration Certificate, Trade License, Local Office / Declaration with the Technical Bid Documents to be submitted. [Non statutory Documents]
5. **Rate for all items , should be quoted as similar or less than Reserve Price as per Annexure-I for all items (Mandatory) and Corporation / Institute will intimate only the available items based on forecast intimation.**
6. Successful bidder shall have to make/adjust a security deposit of **50,000/- (Rupees Fifty Thousand)** only with the corporation for the period this agreement will continue which may be **for Six Months** from the date of this Agreement or earlier as may be decided by the WBLDCL. The security deposit will not earn any interest and the amount will be refunded to the bidder against his applications for refund after the cessation of this agreement but only after deduction of any dues receivable from the bidder.
7. Bidder may have their own arrangement like Vehicle, Crate, Bag, LDPE etc. No crate /logistic to be given to the approved agency at outside the Institute on loan basis during entire job.
8. That it will be the responsibility of the bidder that if for any reason he or his agent fails to cater on the same day and due to such failure if any circumstances without any intimation . Corporation shall have the right to manage it to any other party at any rate as it may deem fit until the postponement of the Agreement . Necessary Penalty / decision have to be taken against the Agency in due time.
9. ***If the bidder shows any negligence after final selection for making agreement or in providing proper service by him it will be treated as a violation of the terms of this agreement and the corporation shall have the right to cancel the Agreement and forfeit the security deposit without any notice period. Such bidder's offer will not be taken into consideration in future and shall liable to be black listed for 3 (Three) years.***



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10. Either party may terminate this Agreement by giving a written notice of **14 days** period to the other party. It may, however, be made clear that during this 14 days notice period both the parties shall strictly abide by the terms of this Agreement subject to the provisions as contained at NIT.

If the parties fail to resolve their dispute or difference by such mutual consultation within 7 days of its occurrence, then, either the Purchaser or the Agency may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the Purchaser and Agency relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of an officer in the Department of Animal Resources Development, Government of West Bengal, appointed to be the arbitrator by the Additional Chief Secretary to that Department. The award of the arbitrator shall be final and binding on the parties to the contract.

EVALUATION OF TENDERS

EVALUATION METHODOLOGY OF PROPOSALS

Bids will be evaluated to ensure a fair and transparent method of selection.

Evaluation of Technical Proposal : Pursuant to the qualification of Bidders as per the Minimum Eligibility Criteria, and Responsiveness of the bids, the Evaluation Committee intends to evaluate the Technical Proposals, by applying the evaluation criteria as detailed mentioned in NIT.

Final selection will be based on Cumulative Lowest Rate (summation of all items' rate). Intending bidder has to offer rate positively for all the items (B.O.Q. Sl. No. 1 to 6). If rate is not offered for all the items, the bid will summarily be rejected.

Considering the urgent nature of work, and the Quality, Quantity Hygienic and to overcome Bio-Hazard the tender inviting authority may decide to offer the bidders who qualified the technical evaluation but could not become the L1 bidder, an opportunity to express their willingness to execute the work at the L1 rate. In case of such an exercise, the tender inviting authority reserves all rights to distribute the work as per administrative convenience.

(Dr. Gouri Shankar Koner)

Managing Director

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SCOPE OF WORK

ANNEXURE – I

SL NO.	Type of Items/Meal	Composition	Minimum Reserved Price
1.	EGG MEAL	1. Rice (IR-36/ superior) – 200 GM/3 standard size roti/Chapati 2. Vegetable (Fresh & Seasonal)- 75 GM 3. Dal (Mung/Mosoor -Medium Size) 100 ml 4. Egg Curry (55-60 GM egg) -100 ml gravy 5. Chatni -q.s	Rs.45.00
2.	FISH MEAL	1. Rice (IR-36/ superior) – 200 GM/3 standard size roti/Chapati 2. Vegetable (Fresh & Seasonal)- 75 GM 3. Dal (Mung/Mosoor -Medium Size) 100 ml 4. Fish Curry (75 GM) -100 ml gravy 5. Chatni -q.s • Fish will be replaced by Soya Chunk (20 GM dry Wt)/any extra seasonal vegetable -100 ml gravy only for vegetarian (with prior intimation)	Rs.80.00
3.	CHICKEN MEAL	1. Rice (IR-36/ superior) – 200 GM/3 standard size roti/Chapati 2. Vegetable (Fresh & Seasonal)- 75 GM 3. Dal (Mung/Mosoor -Medium Size) 100 ml 4. Chicken Curry (100 GM) -100 ml gravy 5. Chatni -q.s • Chicken will be replaced by Soya Chunk (20 GM dry Wt)/any extra seasonal vegetable -100 ml gravy only for vegetarian (with prior intimation)	Rs.80.00
4.	BREAKFAST	1. Roti standard Size -3 Pcs / Puri/Kachori – 4 Pcs 2. Sabji /Aludam/Ghugni/Mixed Vegetable -100 GM 3. Sweet/Seasonal Fresh Fruit/Omlate/Boil Egg	Rs.25.00
5.	TEA	1. One Cup -50-75 ml	Rs. 5.00
6.	TEA & BISCUIT	1. One Cup -50-75 ml 2. Biscuit -Regular -2 Pcs	Rs. 10.00

MANAGING DIRECTOR, W.B.L.D.C. LTD., RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCIES. No objection in this respect will be entertained raised by any Bidder. Bidders or their authorized representatives need not to be present in the office of the undersigned at the time of opening of the Technical / Financial Bid (BID-B). No informal bidder will be entertained in the bid further. 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.


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A. Corporation/ Tender Inviting Authority 's Scope :

- **The equipment** (Infrastructure) provided by the Corporation may takeover and an undertaking for having received the items may also be given. All the items should be returned back to issuing authority intact & in working condition while vacating the canteen by the Service provider. Any damages to the properties/equipment shall be levied upon the Service provider only and deducted from the security deposit.
- **Water** will be supplied free of cost for the usage of (drinking and washing of the utensils) Canteen only when available. The Service provider is instructed to use the water economically.
- **Electricity** will be supplied free of cost for general illumination, refrigeration and aeration of the canteen / store, but no electricity will be permitted for cooking. The Service provider is forbidden from using any additional electrical equipment or appliances without the written permission of the In-Charge or competent authority. Maintenance of lights/fuses/chokes/motors/electrical sockets etc. that are used to supply electricity to canteen shall be the liability of Corporation till the period of contract.
- **The Service will run on all days** including Sundays & Holidays and shall remain open during such hours as may be decided by the Corporation.
- **Kitchen appliances and equipment, utensil, LPG burner and connection ,working tables, serving table, Chair , Serving tray (Plate) water mug, fixtures and fittings, trolleys, garbage/kitchen waste disposal bags and bins, storage space of raw as well as cooked materials etc. will be provided by Tender Inviting Authority (WBLDCL).**
- Corporation will intimate the **Number of Trainee** to whom meal to be served in well advance . Agency may contact with Station In-Charge regarding category of Meal in each occasion / Shift/Day /Night .
- **Number of Meal (categorized)** to be calculate based on actual number of Trainee (excluding absentee, Spare, Sick etc.) . payment will be made on the basis of actual counting on In-Charge certification.
- **Timing** for Breakfast, Lunch , Tea ,Tea with Biscuit , Dinner will be intimated according the training Schedule from In-Charge of the Training in well advance.

B. AGENCY'S SCOPE OF WORK :

- The service shall be meant for **supply and serving of cooked meal/menu** to the trainee/teaching personnel as decided /informed and to be served as per menu chart and written instructions.
- The service includes providing **all raw materials like grocery, spices, cereals, pulses, fresh vegetables, fruits, egg, fish, meat , LPG cooking fuel, microwave oven** etc.
- **Efficient manpower and supervisory management** staff for the smooth running of the service too, shall be provided by the Agency.
- Agency will provide facilities for **transportation, labour supply, removal of rubbish/kitchen waste to main bin in regular manner** ,
- The Agency shall ensure and confirm that only **clean , hygienic kitchen utensils/ appliances/ equipment** shall be used by him for providing this service.
- The Agency shall provide **all cleaned utensils** for cooking, serving, carrying, storage and distribution of the cooked food as per quality approved by competent authority of WBLDCL.



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- The Agency shall only use **Commercial LPG** as cooking fuel. Use of electricity as fuel or polluting fuels like wood, other fossil fuels etc. shall be deemed to be a lapse in the services being provided by the Agency and shall be liable for deduction of liquidated damages and other remedies available to the health facility under the contract.
- **The cylinders have to be procured** by the successful bidder at their own cost. There will be no escalation of rates if rate of LPG cylinders is increased. However, at the end of the contract period, the Agency will be at liberty to take possession of the ovens, cylinders and other materials procured by him at his own cost.
- **Food Items :**
 - i) All food materials should be fresh and of the specified size and quantity as given in the menu chart and diet schedule (Annexure-I).
 - ii) All raw food materials supplied by Agency should be thoroughly cleaned in hot clean water prior to cooking. All vegetables are to be washed prior to dicing. Potatoes should be fully peeled before cooking. Although the use of spices should be the bare minimum, care should also be taken to ensure that the cooked food is palatable and easily digestible.
 - iii) All condiments and cooking medium used should be procured in sealed and branded packets/ tins/ containers and conform to Agmark Grade 1
- **The Service provider must employ adult and skilled labour** only. Employment of child labour will lead to the termination of the contract. The Contractor shall be fully responsible for the conduct of his staff.

C. SPECIAL TERMS & CONDITIONS :

- The **Agency shall have full control of** such employees and shall give necessary guidance and direction to carry out the jobs assigned to them by him/her. The catering staff is to be allotted duties individually and not given sundry work.
- **Residential accommodation** shall not be provided by the Corporation/Institute to the workmen of the contractor.
- The employees engaged by the Agency shall be **trained and experienced people** having good health, character; well behaved, obedient and skillful in their tasks.
- The Agency **shall furnish list of his/ her employees** to be deployed at the Institute, along with their qualifications, experience, address, photos, etc.
- The Agency shall ensure that his/her employees **observe cleanliness and are properly dressed** in clean uniform with hand gloves, head caps during their hours of service for maintain Hygienic measure.
- The Agency shall take all precautionary measures to ensure the **safety of the workmen employed** by the Agency and the Institute shall not be responsible in case of any eventuality.
- The Agency shall take prior permission from the authorized official of the Corporation/Institution **before deploying** any employee at the Service. However, the Corporation reserves the right to reject any particular workmen/ staff placed/ employed by Agency under the contract with the Corporation, without assigning any reason thereof.
- Any person found to be **medically unfit** or unsuitable shall have to be removed by the Agency from the services immediately and suitable replacement shall have to be arranged forthwith.
- The Agency shall ensure that none of his personnel on duty is **in inebriated state or consumes drug, prohibited substances, smoking, etc.**, while on duty or otherwise inside the Institute premises.



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- The Agency shall **remove any employee** who in the opinion of the Corporation is guilty of misconduct or is in any manner unfit or unsuitable for service.
- The Agency shall be solely **responsible for the remuneration** and other dues to its employees, as also for omissions / commissions done by them.
- The Agency shall indemnify the Corporation for **any loss or damage that occurs** to person(s) or building or a third party during the period of contract. If the Agency does not take out these policies, the Corporation (TIA) reserves the right to recover the cost of loss or damage together with penalty at the discretion of the WBLDCL, from the contractor.
- **Any compensation or expenditure towards** treatment of such injury, accident or loss of life shall be the sole responsibility of the contractor. The Agency has to make its own arrangements towards such unavoidable circumstances.
- The work men/employees engaged by the Contract or shall **not have any right/claim over** the facilities enjoyed by the Corporation's staff/guests, etc. The contractor's employees shall not have any employee-employer or master-servant relationship with Corporation.
- The Agency shall take appropriate action with respect to its employees to ensure that the **obligations of non-disclosure** of confidential information under this agreement is fully satisfied.


(Dr. Gouri Shankar Koner)
Managing Director
W.B.L.D.C. Ltd.

**APPLICATION FORMAT
(FORM – I)**

(To be furnished in the Company's Official Letter Head Pad with full Address with Contact No., Telephone No., FAX No., e-mail address, Website etc.)

To
Managing Director
West Bengal Livestock Development
Corporation Limited,
LB-2, Sector-III, Salt Lake City,
Kolkata – 700 106.

Sub: **“e-Tender for Providing catering services (Refreshment) at Academy of Animal Resources Management (AARM) at Haringhata , Nadia, PIN-741246 under West Bengal Livestock Development Corporation Limited ,LB-2, Sector-III, Salt Lake City , Kolkata-700106”.**

Ref: WBARD/WBLDC/NIT-457e/2023-24 Dated: 09/02/2023.

Dear Sir,

With reference to your NIT under reference, I am/we are furnishing my/our rates tendered for as per your specification, terms & conditions.

Should this tender be accepted, the work shall be completed within stipulated period in regular way from the date of lifting order as per time schedule from plant level.

I/We further declare that I/we have inspected the site and are fully conversant with all aspects of the site and appraised the condition of the site in regards to the execution of this contract.

I / We understand that: -

- a) Tender Inviting and Accepting Authority can amend the scope & value of the contract bid under this NIT.
- b) Tender Inviting and Accepting Authority reserve the right to reject any tender without assigning any reason.

I/We also agree that the decision of the Managing Director, West Bengal Livestock Development Corporation Ltd. in all matters in respect of this tender will be final & binding on me.

Yours faithfully,

Date: _____ Signature & office seal: _____

Name of the Firm:

Address with PIN:

DECLARATION BY THE TENDERER
(FORM-II)

(To be uploaded under Company letter head with full address, phone no., mail id etc., duly signed & sealed)

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting e-Tender and other tender documents mentioned therein along with the drawing attached if any. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting e-Tender to complete the proposed schedule as per Annexure-I referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and to carry out and complete the work to the full satisfaction of the Institute In-Charge/ Competent Authority of the Corporation.

I/We also agree to procure/carry the logistics at my/our own cost required for the work.

***Signature & Seal of the Bidder
with Date***

CHECK LIST (FORM – III)

Information about Bidders under Company Letter-Head (To be uploaded with the Technical Bid)

Sl.	Description	Particulars
1	Name of the Firm	
2	Registered Address with PIN, Phone No, Fax No. E-mail address etc. Sole owner or Partnership Firm/Company	
3	Name of the Person authorized to enter into & execute contractual agreement	
4	Earnest Money Transaction slip, whether uploaded, if not, Exemption Certificate to be uploaded	
5	Original PAN Card whether uploaded.	
6	Original GST registration Certificate whether uploaded.	
7	IT returns of 2021 – 2022 Assessment year whether uploaded.	
8	Trade License valid up to 31/03/2023 whether uploaded	
9	Credential of similar nature of work whether uploaded.	
10	Application Form (Format-I) -Submitted or Not	
11	Bidder Declaration (Form-II) -Submitted or Not	
12	Rate for all items Quoted in BOQ or Not (if NO then Technical Bid will be rejected)	
13	Proof of Office Address in Locality whether uploaded.	

Signature & Seal of the Bidder with Date

ANNEXURE-A
PROFORMA FOR AGREEMENT OF CONTRACT

This Agreement is signed and executed on this day of/...../2023 At Kolkata.

BY AND BETWEEN West Bengal Livestock Development Corporation Limited, A Company registered under the Companies Act, 1956 and having its registered office at LB-2, Sector-III, Salt Lake City, Kolkata – 700 106 represented by its Managing Director unless his rights and obligation relating to the objects and purports of these presents are delegated, to any other officer(s) of WBLDCL hereinafter referred to as the **First Party** (which expression shall, unless excluded by or repugnant to the context, means and includes his successors, representatives, permitted assignees, liquidators and administrators) of the **ONE PART.**

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....., a company registered under the Company's Act/a partnership firm/Proprietorship Firm (delete whichever is not applicable) having its Registered office/Office at represented by its unless his rights and obligation relating to the objects and purports of these presents are delegated, to any other officer(s) of hereinafter referred to as the **Second Party** (which expression shall, unless excluded by or repugnant to the context, means and includes his successors, representatives, permitted assignees, liquidators and administrators) of the **OTHER PART.**

WHERE AS the First Party is desirous that “ Providing catering services (Refreshment) at Academy of Animal Resources Management (AARM) at Haringhata , Nadia, PIN-741246 under West Bengal Livestock Development Corporation Limited ,LB-2, Sector-III, Salt Lake City , Kolkata-700106, wanted to execute the said work and for the purpose floated open Tender.

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WHEREAS the Second Party offered his price against the said Tender and being eligible, his Tender having been accepted agreed to execute and complete the said work as detailed in the tender document along with bill of quantities and all other conditions.

Now, therefore, this agreement witness as follows:-

1. That the word and expression shall have same meanings as are respectively assigned to them in the general condition of the contract hereinafter referred to.
2. That the **Second Party** shall abide by all statutory obligations and payment statutory dues as are obligatory on the part of the **Second Party** and that any failure on his part if attracts any liability on the **First Party** the **Second Party** will, on intimation from the **First Party**, immediately compensate the same.
3. If any dispute or question arises any time between the parties about the rights and liabilities of each of them relating to the terms and conditions stated hereinabove shall unless and otherwise mutually resolved between the parties, the aggrieved party may refer the matter to the sole Arbitrator as may be appointed by the Govt. of West Bengal, ARD Department on reference from either Party for arbitration and the decision of the Arbitrator shall be final and binding on both the parties.

In witnesseth whereof:

The parties have set and subscribed their hands on this Agreement on the day, month and year first written.

Contractor

Managing Director.
W.B.L.D.C.Ltd.

Seal

Seal

Witness and address: –

Witness and address: –

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1.

2.

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