



## WEST BENGAL LIVESTOCK DEVELOPMENT CORPORATION LIMITED

(A Govt. Of West Bengal Undertaking)

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

Tele: (033)-2335 5298 : E-mail: [info@wbldc.in](mailto:info@wbldc.in)

Website: [www.wbldc.in](http://www.wbldc.in) Toll Free No. 18001208243

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**NIT No: WBARD/WBLDC /NIT-530e/2023-24** **Date of Issue: 07/07/2023**

### SET OF TENDER DOCUMENTS

For

**Engagement of Service Provider for Silage Making from Cultivated Maize Crop by Bailing at North Farm Complex, Haringhata, Nadia-741246 under West Bengal Livestock Development Corporation Limited , Kolkata-106 West Bengal .**

Each set contains:-

1. Notice Inviting e-Tender
2. Instruction to Bidders (Section A)
3. Self Declaration (Section – B)
4. Experience Profile (Section – C)
5. Tender Terms & Conditions (Section – D)
6. Application Format (Section E)
7. Checklist (Section F)

### IMPORTANT DATES & INFORMATION

**DATE OF PUBLICATION OF e-TENDER (ONLINE) : 07/07/2023 FROM 6:55 P.M.**

**STARTING OF BID SUBMISSION (ONLINE) : 07/07/2023 FROM 6:55 P.M.**

**PRE BID MEETING TO BE HELD ON (Mandatory) : 12/07/2023 at 2:00 P.M., H.Q.**

**LAST DATE FOR ON LINE SUBMISSION OF TENDER : 21/07/2023 UP TO 06:55 P.M.**

**OPENING OF TECHNICAL BID : 24/07/2023 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

Notice Inviting e-Tender No. **WBARD/WBLDC/NIT- 415e/2022-2023**

of The Managing Director, West Bengal Livestock Development Corporation Ltd.,  
invites e-tender for the work detailed in the table below.

(Submission of Bid through online)

List of Work to be undertaken:

Sl. No	Name of the Item	Earnest Money (Rs.)	Period of engagement	Eligibility of Bidder
1	<b>Engagement of Service Provider for Silage Making from Cultivated Maize Crop by Bailing at North Farm Complex, Haringhata, Nadia-741246 under West Bengal Livestock Development Corporation Limited , Kolkata-106 West Bengal</b>	Rs. 10,000/- (Rupees TenThousand) only.	2 (Two) months	West Bengal based Registered/Well established Agency / Firm/Individual having sufficient Knowledge in same field to various Government Organizations, Public Sector Undertakings and/ or Autonomous Organizations of Govt. of India & Govt. of West Bengal, subject to have fulfilled the 'Terms & Conditions'.

- 1) In the event of e-filing, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary cost of Earnest Money may be remitted through online portal and also to be documented through e-filing (receipt of EMD submission may be uploaded in the technical bid documents). In case of any ambiguity, bidder may directly ask on **Prebid Meeting (Mandatory)** or for any clarification regarding this e-tender to the Office of The Managing Director, West Bengal Livestock Development Corporation Ltd., LB-2, Sector-III, Salt Lake City, Kolkata- 700 106 on or before **02.00 PM on 12.07.2023**.
- 2) Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>
- 3) Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 6.
- 4) The FINANCIAL OFFER of the prospective Bidder will be considered only if the TECHNICAL BID of the Bidder is found qualified by the 'Tender Evaluation Committee" formed by the Managing Director, West Bengal Livestock Dev. Corporation. Ltd. The decision of the 'Tender Evaluation Committee" will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

#### 5) Eligibility criteria for participation in the tender.

- i. Bidder having sufficient knowledge regarding production ,handling, transportation of Raw Materials /Finished Goods of Sinking Fish Feed . **[Non-statutory mandatory documents]**
- ii. Income Tax Acknowledgement Receipt for the latest Assessment Year, PAN Card, Service Tax Registration Certificate, Trade License/ Incorporation Certificate ,GST Certificate are to be accompanied with the Technical Bid Documents. **[Non-statutory documents]**.
- iii. The prospective bidders who has failed to carry out any work order or for any other reason his contract have been rescinded during the last 5 (five) years such rescission will be considered as disqualification towards eligibility. **(A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)****[Non-statutory documents]**
- iv. Joint Ventures will not be allowed.
- v. The average turn-over of the firm **should not be less than 10 Lakh** during last three years.
- vi. Details of 'Terms & Conditions' are provided at the bottom of this NIT document under 'Section – D'.

#### 6) Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	07.07.2023, 06.55 PM
2	Documents download start date (Online)	07.07.2023, 06.55 PM
3	Documents download end date (Online)	21.07.2023, 06.55 PM
4	Bid submission start date (On line)	07.07.2023, 06.55 PM
5	Bid Submission closing (On line)	21.07.2023, 06.55 PM
7	Bid opening date for Technical Proposals (Online)	24.07.2023, 11.30 AM
8	Date of uploading list for Technically Qualified Bidder(online)	To be notified later
9	Date of uploading the final list of Technically Qualified Bidder(online) after disposal of appeals, if any.	To be notified later
10	Date for opening of Financial Proposal (Online)	To be notified later

7) The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during the contract period. If any deficiency / damage is found during the period as mentioned above, the Bidder shall be held responsible. **The bidder may quote his rate of service charge based on PER TONE basis ON LIFTED MAIZE CROP FROM CULTIVATED FIELD FOR SILAGE MAKING BY BAILING (weight after bailing) considering the above aspect. Service Charge included Loading at Field Level, Unloading at delivery location , Labour Cost as per SOP , Toll, Road Tax and all other charges.** Refund of Security Deposit (Rs.10,000/-) will only be made after successful maintaining of appropriate service level of the work as mentioned above soon after completion of contract agreement.

8) **Earnest Money: The amount of Earnest Money i.e. Rs. 10,000/-(Rupees Ten Thousand) only should be remitted through Govt. of WB, e-tender's online portal only, which will be available only during the submission process of the bid documents against the work.**

9) 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 Corporation. The Managing Director, West Bengal Livestock Development Corporation Ltd. reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Bidder at the stage of Bidding.

10) **Refund of EMD:** The Earnest Money of all the unsuccessful Bidder deposited in favour of "West Bengal Livestock Development Corporation Ltd." will be automatically refunded after completion of the e-tender process and subsequent upload of 'AOC (Award of Contract)' on wbtenders.gov.in.

11) Prospective applicants are advised to carefully go through Eligibility as mentioned in Scope of Work.

12) Conditional / Incomplete tender will not be accepted under any circumstances.

13) The intending Bidder are required to quote the rate **(PER TONE OF BAILED CROP MAIZE WEIGHT)** online.

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

15) During scrutiny of the bid documents, if under any stage, the 'Tender Evaluation Committee' considers / needs any further clarification, may ask for the hard copy of the document submitted by the bidder for authenticity / further clarification, by issuing individual mail / letter / call to that particular bidder. Hence, **the bidder should invariably provide the mail id, postal address for communication and valid contact no. in their letter head of the application as at Section – E & Check List as at Section F**

16) The Managing Director, West Bengal Livestock Development Corporation Ltd. reserves the right to cancel the N.I.T. due to unavoidable circumstances / administrative reasons and no claim in this respect will be entertained.

17) Before issuance of the 'WORK ORDER', the tender inviting authority may verify the credential and other documents of the lowest Bidder if found necessary. After verification, if it is found that the documents submitted by the lowest Bidder is either manufactured or false, in that case work order will not be issued in favour of the said Bidder under any circumstances.

18) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:

- N.I.T.
- Terms & Conditions
- Technical Bid
- Financial Bid

19) Qualification criteria:

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:

- i. Technical Capability
- ii. Experience / Credential in similar nature of work(s) in Govt / Semi-Govt/Recognized Organization

The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in above and the declaration executed through prescribed affidavit in **non-judicial stamp paper of appropriate value duly Notarized**. If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder will be rejected at any stage without any prejudice.

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



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### SECTION-A

#### INSTRUCTION TO BIDDERS

#### **General guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the bidders to participate in e-Tendering.

#### **I. Registration of Bidder:**

Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://wbtenders.gov.in>, the Bidder is to click on the link for e-Tendering site as given on the web portal.

#### **II. Digital Signature certificate (DSC):**

Each Bidder is required to obtain a Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token.

- III.** The Bidder can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. **This is the only mode of collection of Tender Documents.**
- IV.** Participation in more than one work:- A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.
- V.** Submission of Tenders:- Tenders are to be submitted through online to the website stated in Clause A.1. 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 Digitally Signed. The documents will get encrypted (transformed into non readable formats).
- VI. Technical Proposal:** The Technical proposal should contain scanned copies of the following in two covers (folders).

#### **(A). STATUTORY COVER CONTAINING THE FOLLOWING DOCUMENTS:**

- i)** Online remittance of Earnest Money (EMD) as prescribed in the N.I.T. against the work in favour of the “West Bengal Livestock Development Corporation Ltd.” and the receipt / transaction slip / exemption certificate issued by competent authority should be uploaded in the statutory cover.
- ii)** Scanned NIT document digitally signed along with Terms & conditions and specification of works.

- iii) The Rate will be quoted in the B.O.Q. The bidder should quote his PER TONE basis ON LIFTED MAIZE CROP FROM CULTIVATED FIELD FOR SILAGE MAKING BY BAILING (*weight after bailing*) considering the above aspect. Service Charge included Loading at Field Level, Unloading at delivery location , Labour Cost as per SOP , Toll, Road Tax and all other charges. Quoted rate will be encrypted in the B.O.Q. under Financial Bid.

**(B). NON-STATUTORY COVER CONTAINING THE FOLLOWING DOCUMENTS:**

- i. Income Tax Acknowledgement Receipt for the latest Assessment year, PAN Card, G.S.T. Registration Certificate, Incorporation Certificate, , Last three years' audited Balance Sheet, Professional Tax latest paid Challan (Upto date), Valid Trade License.
- ii. Affidavits (Ref:- format for general affidavit shown in Section - B).
- iii. **Credentials of similar works to various Government Organizations**, Public Sector Undertaking and Autonomous Organizations' of Govt. of India/ Govt. of West Bengal in last three years.

N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No. VI(A) and Sl. No. VI(B) wherever applicable will render the Bidder liable to be rejected for both statutory & non statutory cover.

**THE ABOVE STATED 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 card. IT Return- for Assessment year 2022-23 G.S.T. Registration Certificate , Professional Tax latest paid Challan (Up to date) Valid Trade License (valid up to 31.03.2024)
B.	Company Detail(s)	Company Detail	<ol style="list-style-type: none"> <li>i. For Proprietorship Firm (<i>Trade License</i>)</li> <li>ii. For Partnership Firm (<i>Partnership Deed, Trade License</i>)</li> <li>iii. For Limited Company (<i>Incorporation Certificate, Trade License</i>)</li> <li>iv. For Society (<i>Society Registration Copy, Trade License</i>)</li> <li>v. <b>LAST 3 YEARS PROFIT &amp; LOSS AND BALANCE SHEET (WITH ANNEXURE AND 3CD FORM IN CASE OF TAX AUDIT)</b></li> </ol>
C.	Credential	Credentials	The Service Provider Company should have at least three years' experience in such specific fields to various Government Organizations, Public Sector Undertaking and Autonomous Organizations of Govt. of India/ Govt. of West Bengal. Performance certificates issued by their clients should be attached along with list of clients

## 1. Tender Evaluation Committee (TEC)

- a. Evaluation Committee constituted by the Managing Director of the West Bengal Livestock Development Corporation Ltd. will function as Evaluation Committee for selection of technically qualified Bidders.
- b. Opening & evaluation of tender:- **If any Bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.**
- c. Opening of Technical Proposal: Technical proposals will be opened by the Managing Director and/ or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
- d. Cover (folder) for 'Statutory Documents' will be opened first and if found in order, cover (folder) for 'Non-Statutory Documents' will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
- e. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
- f. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible Bidder will be uploaded in the web portals.
- g. During evaluation the committee may summon the Bidders & 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 bids will be liable for rejection.

## 2. Financial Proposal

- i. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The Bidder is to quote the rate online through computer in the space marked for quoting rate in the BOQ.
- ii. Only downloaded copies of the above documents are to be uploaded, virus scanned & Digitally Signed by the Bidder.

### iii. Penalty for suppression / distortion of facts:

If any Bidder fails to produce the original hard copies of the any 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 Bidder and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

### iv. Rejection of Bid:

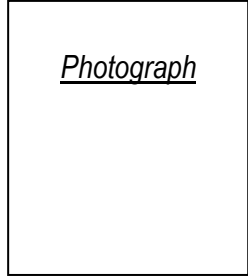
Tender Evaluation Committee reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders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

## 3. Award of Contract (AOC):

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through '**Letter of Acceptance**'. The notification of award will constitute the formation of the Contract. **The Agreement between the Tender Accepting Authority and the successful bidder:** All the tender documents including N.I.T. & B.O.Q. will be the part & parcel of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to deposit **Security money of Rs. 10,000/- (Rupees Ten Thousand ) only**, payable to 'W.B. Livestock Development Corporation Limited', within time limit to be set in the letter of acceptance. After receipt and verification of the same by the Tender Inviting Authority, the 'Contract Agreement' will be executed by both the parties and everything if found satisfactory, then only '**Award of Contract**' will be issued in favour of the concerned bidder.

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

**SECTION – B**  
**Self-Declaration**



**(To be furnished in Non – Judicial Stamp paper of Rs. 10/- duly Notarized)**

I....., Son / Daughter of  
Shri..... age ..... years, resident of  
..... in the District of  
....., West Bengal, do hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein . I am well aware of the fact that if the information given by me is proved false / not true at any point of time, I will have to face punishment as per any provision of Law for the time being in force as well as the benefit availed of by me or the benefit accrued to me shall be summarily cancelled. I/We further declare that I/we have read the NIT and are fully conversant with all aspects of the Terms and Condition to execution of this service in time.

Date:

Signature of the Applicant/ Authorized Signatory

Place:



**SECTION – C**

**FORM – IV**

**Experience Profile**

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

Name of the Firm: .....

Documentary evidence for similar works to any reputed institution/organization in last three years.

Name of Employer	Name, Location & nature of work	Contract price in Indian Rs.	Work order no. & Date	Validity period	Qty. supplied	Whether successfully executed or not	Reasons for unsuccessful execution, if so

Note: Attach extra sheets if required.

Certificate from the Employers to be attached

Non-disclosure of any information in the Schedule will result in disqualification of the firm

.....  
Signature of applicant including title  
and capacity in which application is made.



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### SECTION - D

#### (Tender Terms and Conditions)

1. The Company / firm/ Organization / Agency/Individual should be based on West Bengal and must have sufficient knowledge for production ,handling, transportation of Raw Materials /Finished Goods of Sinking Fish Feed .
2. The intending Agency should have at least *Three years' experience* of providing similar nature of works to various Government Organizations, Public Sector Undertaking and Autonomous Organizations of Govt. of India/ Govt. of West Bengal. Performance certificates issued by their clients should be attached along with list of clients.
3. The average turn-over of the firm should not be less than 10 Lakh during last three years.
4. The bidder should quote his rate **PER TONE basis ON LIFTED MAIZE CROP FROM CULTIVATED FIELD FOR SILAGE MAKING BY BAILING (*weight after bailing*)** considering the above aspect. **Service Charge included Loading at Field Level, Unloading at delivery location , Labour Cost as per SOP , Toll, Road Tax and all other charges**
5. The successful bidder shall not assign, transfer, pledge or sub-contract or delegate the performance or services to any other company/ firm /society/body of association etc without the prior written permission of this Corporation.
6. The period of contract will initially be for a period of **One year** from the date of award of contract subject to periodical review of performance after every three months and may be extended at the discretion of this Corporation even after expiry of contract.
7. Scope of Works : (Entire scope included the following charges)
  - Hiring / Rental charges of Silage Baler having the capacity for making Silage by bailing the maize crop cultivated at 10 Hectare land at North farm.
  - Hiring / Rental Charges of Maize Harvester for 10 Hectare Land.
  - Harvesting & Baling Services – Supply of Wrapping Film & Inoculant
  - Demonstration charges by the company personnel for bailing operation & demonstration
  - Transportation charges of harvested fodder from field to baling location at AARM Campus around 5 KM (To and Fro Distance) .
  - Operating charges of harvester with tractor for chaffing of harvested fodder by manual feeding
  - Cost of unloading & loading of Baling machine & chaff cutter with the help of wrecker van
  - Rental charges of a temporary protective shed made with bamboo & covered with tarpaulin sheet erected at Baling site.
  - Rental charges for 4 core 16sq. mm Al. XLPE cable with all required fixtures for the 3-phase connection & earthing of the Baling machine.
  - Operator charges in operating the bailing machine .

1. Cost of required Nos. of 'Hansua' for harvesting of crop.
2. Videography charges of the total process to be performed and submitted.
8. The Agency should submit PAN, G.S.T. Registration, Latest Professional Tax paid Challan (upto date)
9. An Earnest Money deposit of Rs. 10,000/- (Rupees Ten Thousand) only in favour of "**West Bengal Livestock Development Corporation Ltd.**", shall be remitted electronically along with the technical bid, failing which their bids will not be considered valid.
10. A **Security deposit amounting Rs. 10,000/-** only has to be deposited/adjusted by the successful bidder in favour of **West Bengal Livestock Development Corporation Ltd.** within 7 (seven) days from issuance of Letter of Acceptance (LOA) but before execution of Contract Agreement. The Security Money will be forfeited in event of delay / non supply / the supply of manpower not possessing the skills as mentioned in the tender Annexure I / the supply of manpower is delayed beyond the initial stipulated period of one week.
11. The Service Provider personnel working should be polite, cordial, positive, efficient & prompt while handling the assigned work and their actions shall promote goodwill and enhance the image of this office. The Service Provider shall be responsible for any act and or omission or indiscipline on the part of persons deployed by him.

The Service Provider shall ensure proper conduct of his person in Corporation office premises/plant site, and enforce prohibition of consumption of alcoholic drinks, smoking, loitering without work.

12. Intending /Approved Agency shall be liable for any loss, damage, theft, burglary or robbery of Finish Goods /Sealed Sample /Receipt Challan / In-Voice or any belongings of Corporation which will be compensated by the Agency himself/herself immediately . Otherwise necessary action measure will be taken by TIA (Corporation).

13. The Service Provider personnel shall not divulge or disclose to any person or in anyway, any details of the office, operational process, technical know-how and administrative / organizational matters as all are of confidential/secret nature that can attract legal action.

14. That the persons so provided shall be above the age of 18 years and citizen of India and they will not interfere with the duties of the employees of the Corporation and or the Officers / Staffs working at Corporation by deputation from the Directorate of Animal Resources and Animal Health.

15. However, the Corporation reserved the right to cancel the contract at any stage, by giving a notice of one month without assigning any reason whatsoever. The agreement may be terminated by either party by giving one month's notice in advance. If the Service Provider fails to give one month's notice in writing for termination of the Agreement then one month's wages etc. and any amount due to the agency from the Corporation shall be forfeited.

16. It should be clearly understood that in the event of tenderer failing to accept and execute the work order, decision of Managing Director, West Bengal Livestock Development Corporation Ltd. in this respect will be final and binding on the tenderer. For all disputes, the jurisdiction shall be at Kolkata. In case of any dispute , a nominee appointed by the Additional Chief Secretary / Principal Secretary / Secretary, ARD Department , Govt. of West Bengal will be the ARBITRATOR and the decision of ARBITRATOR will be final and binding all the concerned.

17. The Service Provider should not be blacklisted by any Organization/Ministry of the Government of India or any State Government or any PSU or any other organization.

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

**SECTION - E**  
**Application Format**

**(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.**  
**(Automatic)**

**Sub: Engagement of Service Provider for Silage Making from Cultivated Maize Crop  
by Bailing at North Farm Complex, Haringhata, Nadia-741246 under West Bengal  
Livestock Development Corporation Limited , Kolkata-106 West Bengal.**

**NIT No. WBARD/WBLDC/NIT- 530e/2023-2024 Dt 07/07/2023**

Dear Sir,

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

Should this tender be accepted, the services shall be provided within stipulated period from the date of work order.

I/We further declare that I/we have read the NIT and are fully conversant with all aspects of the Terms and Condition to 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 what so ever.

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.

Enclosure :- e-filing

01. Statutory Documents
02. Non Statutory Documents
03. B.O.Q.

Yours faithfully,

Dated: \_\_\_\_\_ Signature & office seal: \_\_\_\_\_

Name of the Firm: \_\_\_\_\_

Address with PIN: \_\_\_\_\_

PAN No. \_\_\_\_\_

G.S.T. Regd. No. \_\_\_\_\_

Mobile No. \_\_\_\_\_

**SECTION - F**  
**CHECK LIST**

**Information about Bidders**  
**(To be uploaded with the Technical Bid)**

<b>Sl.</b>	<b>Description</b>	<b>Particulars</b>
1	Name of the Firm	
2	a) Registered Address with PIN etc. b) Sole owner or Partnership Firm/Company	
3.	Phone No.	
4.	E-mail	
5	Name of the Person authorized to enter into & execute contractual agreement	
6	Earnest Money, whether submitted, if not, Exemption Certificate to be submitted	
7	Copy of NIT digitally signed whether submitted.	
8	Filled Section - B, C & E whether submitted.	
9	Company Details whether submitted	
10	PAN Card whether submitted	
11	GST Registration Certificate (Whether submitted)	
12	Scanned copy of Original Prof. Tax Clearance Certificate / Paid Challan upto date whether submitted	
13	Scanned copy of Valid Trade License whether submitted	
14	IT returns of Assessment year 2022 - 2023 whether submitted.	
15	Annual Turnover Statement whether submitted.	
16	Credentials as per Tender terms & conditions whether submitted.	

*Signature & Seal of the Bidder with Date*