



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

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

NIT No: WBARD/WBLDC /NIT-559e/2022-23

Date of Issue: 21/08/2023

SET OF TENDER DOCUMENTS

For

Pest Control Activities at different units 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. 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) : 22/08/2023 FROM 6:55 P.M.

STARTING OF BID SUBMISSION (ONLINE) : 22/08/2023 FROM 6:55 P.M.

PRE BID MEETING (Mandatory) TO BE HELD ON 05/09/2023 at 2:00 P.M., H.Q.

LAST DATE FOR ON LINE SUBMISSION OF TENDER : 13/09/2023 UP TO 11:30 A.M.

OPENING OF TECHNICAL BID : 15/09/2023 FROM 11:30 A.M. onwards.

OPENING OF FINANCIAL BID: TO BE NOTIFIED LATER ON.

TENDER FEES: NIL

EARNEST MONEY DEPOSIT: Rs. 50,000/- (Fixed)


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



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

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

NIT No: WBARD/WBLDC /NIT-559e/2022-23

Date of Issue: 21/08/2023

NOTICE INVITING e-TENDER

Notice Inviting e-Tender No. WBARD/WBLDC/NIT-559e/2022-23
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	Pest Control Activities at different units under West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106.	Rs. 50,000/- (Rupees Fifty Thousand) only.	One Year	West Bengal based Registered/Well established Service Provider/ Agency having sufficient experience in Pest Control Programme 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' stated under 'Scope of Work' of this tender document.

- 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 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 05.09.2023**.
- 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 .
- 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) **In Financial Bid (Item-wise Lowest) for unit location shall stands L1 Bidder. Intending bidder has to offer positively for all the items (B.O.Q. Sl. No. 1 to 9). If rate is not offered for all the items, the Bid will summarily be rejected.**
- 6) **Rate quoted shall be inclusive of GST, all other charges / taxes, Service Charges, surcharges, cess, if any.**

6) Eligibility criteria for participation in the tender.

- i. Bidder Having Registration under Labour Welfare Fund Act. *[Non-statutory documents]*
- ii. Income Tax Acknowledgement Receipt for the latest Assessment year, PAN Card, Service Tax Registration Certificate, Incorporation Certificate, EPF Registration Certificate, ESI Registration Certificate, Registration under Labour Welfare Fund Act 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 3 (*Three*) 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 50 Lakh** during last three years. Service Provider will submit their **last three years' audited Balance Sheet**.
- vi. Details of 'Terms & Conditions' are provided at the bottom of this NIT document under **'Section – D'**.

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 at different units per months basis** considering the above aspect. Refund of Security Deposit 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. 50,000/- (Rupees Fifty 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 the minimum qualification criteria as mentioned in 'Instructions to Bidders' **stated in Section – 'A'** before tendering the bids.

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

13) The intending Bidder are required to quote the rate (here service only) *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**



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

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

NIT No: WBARD/WBLDC /NIT-559e/2022-23

Date of Issue: 21/08/2023

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) **Intending Bidder(s) must have to attend Pre-Bid meeting held on 05.09.2023 at 2.00 PM at the office of the undersigned. If any bidder fails to attend the pre-bid meeting, Tender Inviting Authority have every right to cancel his bid without assigning any reason behind it.**

20) 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

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



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

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

NIT No: WBARD/WBLDC /NIT-559e/2022-23

Date of Issue: 21/08/2023

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://wbenders.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. Quoted rate will be encrypted in the B.O.Q. under Financial Bid.



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

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

NIT No: WBARD/WBLDC /NIT-559e/2022-23

Date of Issue: 21/08/2023

(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, EPF Registration Certificate, ESI Registration Certificate, Labour License, Registration under Labour Welfare Fund Act, 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 providing manpower to various Government Organizations, Public Sector Undertaking and Autonomous Organizations' of Govt. of India/ Govt. of West Bengal in last five 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. EPF Registration Certificate ESI Registration Certificate G.S.T. Registration Certificate Registration under Labour Welfare Fund Act Professional Tax latest paid Challan (Upto date) Valid Trade License
B.	Company Detail(s)	Company Detail	<ol style="list-style-type: none"> i. For Proprietorship Firm (<i>Trade License</i>) ii. For Partnership Firm (<i>Partnership Deed, Trade License</i>) iii. For Limited Company (<i>Incorporation Certificate, Trade License</i>) iv. For Society (<i>Society Registration Copy, Trade License</i>) v. LAST 3 YEARS PROFIT & LOSS AND BALANCE SHEET (WITH ANNEXURE AND 3CD FORM IN CASE OF TAX AUDIT)
C.	Credential	Credentials	1. The Service Provider Company should have at least Three years' experience of providing such service to various Government Organisations, 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. Service Agency with the registered office in Kolkata and /or in the City of the State of West Bengal.



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

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

1. Tender Evaluation Committee (TEC)

- 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.
- Opening & evaluation of tender:- **If any Bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.**
- 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).
- 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.
- Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
- Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible Bidder will be uploaded in the web portals.
- 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. 50,000/- (Rupees Fifty 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. 50/- 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/We, further declare that I/we have read the Notice Inviting Tender and are fully conversant with all aspects of the Terms and Condition to execution of this contract. 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.

Date:

Signature of the Applicant/ Authorized Signatory

Place:

SECTION – C

(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.)

Experience Profile

Name of the Firm :

Documentary evidence for Providing 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	Unit covered	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.



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

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

SECTION - D

(Tender Terms and Conditions)

1. The Reputed Company / firm/ Organization / Agency should be registered under relevant Act and having experience for Pest Control Programme **with the registered office in West Bengal.**
2. The Agency should have at least Three years' experience in similar job 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 Agency will ensure that it will act as per guidelines of FSSAI & ISO in different feed plants and/or different production units and Farms as detailed in Annexure-I by engaging, employing and supplying skilled personnel at the aforesaid plants/units according to its own discretion required to achieve the performance target fixed as per SOP . However no failure or omission by the Agency in the performance of any obligation under this Tender shall be deemed to be a breach of this term or create any liability if the same arises on account of force majeure, which term shall include any event or cause beyond the control of **Agency** and/or **The Corporation**, as the case may be, including but not restricted to acts of God, rebellion, insurrection, riot, sabotage, invasion, quarantine, restrictions, limitations, strike, lock out and transportation embargoes, provided that the party relying on this Section shall forthwith after any such event give written notice to the other party of its inability to perform such obligation and the reasons therefore.

4. **Credential Details:**

Agency should have the following credentials and have to submit copy with the Tender documents:

- i) Experience of minimum 3 years in the domain.
- ii) Original Trade License (For Proprietor/Partnership Firm) or Incorporation Certificate (For Limited Company) or Registration Certificate (For Registered society) valid up to 31.03.2023, PF and ESI for their employees.
- iii) Experience of undergoing FSSAI & ISO audit successfully in respect of pest control service in Feed Plant and Farms.
- iv) License for “**stock and use of Insecticides for commercial Pest Control**” issued by Dept. of Agriculture, Govt. of WB. With running validity.
- v) **Digitization of Insecticide License.**
- vi) **CFTRI Expert certification of the technical person of the company.**
- vii) Training certificate and experience certificate of the operator projected for work at the site.
- viii) The Bidder should have executed at least 3 similar projects having individual project values more than 1 lac in last 5 years.
- ix) Audited Balance Sheet or Profit & Loss Account
- x) Original PAN issued by IT Sanstha, Govt. of India
- xi) Original valid 15 digit Goods & service Taxpayers Identification No. (GSTIN) under GST act. 2017.

5. **Mandatory Documents required for Agency to participate in this tender.**

- i) Documents showing Chemicals which will be utilized for pest control is of superior grade like manufactured by Bayers / Syngenta / or equivalent for Feed Plants/Farms.
- ii) Documents showing Chemicals which will be utilized at Plant should strictly be odorless and approved as per FSSAI/ ISO guideline.
- iii) MSDS of material utilization.
- iv) Specific location wise Blueprint of pest control programme like termite control, RODA Box placement etc.
- v) Pest specific service and monitoring plan



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

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

6. **The rate should be quoted in terms area of operation per month basis as per Scope of Work..**
7. 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 date unless and until specifically communicated about such expiry of the contract.
8. An Earnest Money deposit of Rs. 50,000/- (Rupees Fifty 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.
9. A **Security deposit amounting Rs. 50,000/-** only has to be deposited by the successful bidder in the form of Bank Guarantee 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.
10. The persons supplied by the Agency should verify and submit if any Police records/criminal cases are pending against them. The Agency should make adequate enquiries about the character and antecedents of the persons whom they are recommending. The character and antecedents of each personnel shall be verified by the Agency before , and after investigation by the local police, collecting proofs of identity like driving license, bank account details, previous work experience, proof of residence and recent photograph and a certificate to this effect be submitted to this Corporation. The Agency shall withdraw such employees who are not found suitable for this job or for any reasons immediately on receipt of such a request.
11. The Agency has to provide the Photo Identity Cards to the persons employed by him/her for carrying out the work. These cards are to be constantly displayed & their loss be reported immediately to the appropriate authority.
12. The Agency personnel working should be polite, cordial, positive, efficient & prompt while handling the assigned work . The Agency 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.
13. 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.
14. The persons so provided by service provider if sustain an injury arising out of and in course of employment then the service provider will be held liable to pay compensation as per conditions as stipulated in “The **Employees Compensation Act’1923**” and its subsequent Rules.
15. Working hours will be as per instruction of the concerned officer in charge of the respective unit(s).
16. The Service Provider will submit the Tax Invoice along with other relevant documents as required by the Corporation at the end of every month through concerned unit In-Charge.
17. Payments to the Service Provider would be strictly on certification by the office with whom he is attached that his services were satisfactory and up to the mark.



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

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

18.The Agency shall be contactable at all times and message(s) sent by e-mail/Fax/Special Messenger/Phone from the Corporation to the Service Provider Company / firm/ Organization / Agency shall be acknowledged immediately on receipt on the same day.

19.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 Agency fails to give one month's notice in writing for termination of the Agreement then one month's bill. and any amount due to the agency from the Corporation shall be forfeited.

20.In case if the agency reduce operation hour/day below the scope of work as mention in Annexure-I ,the Agency's receivable amount computed on pro rata basis up to scope of work as fixed.

21.The Corporation will not providing any Boarding or Lodging facility for the personnel deployed by the Agency in different units either feed Plant or Farms . So the Agency will take responsibility of their personnel after completion their duty hours.

22. Non Acceptance of Offer:

In cases where the Corporation finds that the rate/s obtained in the tenders for any or all items are much higher than the prevailing market rate/s as well as excessive lower than market trends for such items, the Corporation holds discretion to cancel the rate if the intending bidder(s) fails to justify the reason behind such excessive High/ Low rate . Any representation for negotiation in price and Schedule after opening of tender/quotation will amount to cancellation of tender / offer of concerned tenderer / offerer. **Selection will be based on previous performance of the existing bidders.**

23.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.

24.The Agency 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 Kõner)
Managing Director
W.B.L.D.C. Ltd.



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

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

ANNEXURE-I

SCOPE OF WORK

A. AREA OF OPERATION :

Sl.No.	Name of the Unit /Office	Location	Contact person
1.	Office of the Manager & In-Charge Kalyani Feed Milling Plant	D-23, Industrial Area, PO: Kalyani, Nadia -741235	Manager & In- Charge:7319201344
2.	Office of the Dy.Manager & In-Charge Salboni Feed Plant	Salboni, PO: Salboni, Paschim Medinipur-721147	Dy.Manager & In- Charge: 7477836313
3.	Office of the Manager & In-Charge Siliguri Feed Plant	PO: Pradhannagar , Siliguri, Darjeeling-734003	Manager & In- Charge:9635975376
4.	Office of the Manager & In-Charge Gajole Feed Plant	Kadubari More, PO & PS : Gajole , Malda-732124	Manager & In- Charge:6291977061
5.	Office of the Manager (Sales), South Bengal	Central Store,37-K.B. Sarani, Kolkata-700037	Manager (Sales) ,SB : 9875633154
6.	Tollyganj Processing Unit under Office of the Manager (Sales), South Bengal	Sufal Bangla, 28 Graham Rd. Opp-Tollyganj SPF, Kol-40	Manager (Sales) ,SB : 9875633154
7.	Office of the Manager (Farm) Contract Broiler Farming , Haringhata	Haringhata, Mohanpur, Nadia-741246	Manager (Farm) : 8617073660
8.	Office of the Manager (Farm) Haringhata Pig Breeding Farm	Haringhata, Mohanpur, Nadia-741246	Manager (Farm) : 9474483584
9.	In-Charge , Academy of Animal Resources Management Simhat, Haringhata , Nadia- 741246	Haringhata, Mohanpur, Nadia-741246	In-Charge (AARM) : 8100983641

For site inspection prior to quote rate in said tender , intending bidder(s) are requested to contact with concerned unit In-Charge as mentioned above.

B. Frequency of Pest Control :

Sl.No.	Name of the Unit /Office	Frequency per week
1.	Office of the Manager & In-Charge Kalyani Feed Milling Plant	Every Alternative Day in a Week
2.	Office of the Manager & In-Charge ,Salboni Feed Plant	Every Alternative Day in a Week
3.	Office of the Manager & In-Charge Siliguri Feed Plant	Every Alternative Day in a Week
4.	Office of the Manager & In-Charge ,Gajole Feed Plant	Every Alternative Day in a Week
5.	Office of the Manager (Sales), South Bengal	Twice in a week in regular interval
6.	Tollyganj Processing Unit under Office of the Manager (Sales), South Bengal	Twice in a week in regular interval
7.	Office of the Manager (Farm) Contract Broiler Farming , Haringhata	Twice in a week in regular interval
8.	Office of the Manager (Farm) Haringhata Pig Breeding Farm	Twice in a week in regular interval
9.	In-Charge , Academy of Animal Resources Management Simhat, Haringhata , Nadia-741246	Twice in a week in regular interval



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

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

C. Action to be covered :

Sl.No.	Area of Operation	Action
1.	For all Feed Plants , Stores, Institute and Farm Complex as mention in Area of Operation .	<ul style="list-style-type: none">• Mice & Rodent Management• Cockroach, ant and termite Management• Insect, Bugs, spider & cob management• Includes the Office premises and the land scape between and within Shed/ Godown
Site visit may be the essential tools for Area Calculation. Officer In-Charge in respective Plant/Farm will guide the same . Daily report, Monthly Report and Trend analysis are required in compulsory basis as per the ISO/ FSSAI guideline by the Approved Agency.		


(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.

Sub: "Pest Control Activities at different units under West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106"

NIT No. WBARD/WBLDC/NIT- 559e/2022-23 Dt.21/08/2023

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)

Sl.	Description	Particulars
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	P.F. & E.S.I. Registration whether submitted.	
16	Trade License whether submitted.	
17	Annual Turnover Statement whether submitted.	
18	Credentials as per Tender terms & conditions whether submitted.	

Signature & Seal of the Bidder with Date

PROFORMA FOR AGREEMENT OF CONTRACTUAL 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 – 700106 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.**

A N D

....., a company registered under the Company's Act/a partnership firm/Proprietorship Firm (delete whichever is not applicable) having its Registered 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.**

WHEREAS the **First Party** is desirous that the work of **“Pest Control Activities at different units 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 on line.

A N D

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 witnessed as follows:-

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.

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.

In respect of any dispute or any point arising out of the above business, the same shall be tried to be settled mutually between the parties. However if the disputes are not so settled in the manner as mention above it may be settled under ARD Department, Govt. of West Bengal and the decision of the Administrative Department 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: –

1.

2.

Witness and address: –

1.

2.