



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-687e/2024-25

Date of Issue: 08/04/2024

SET OF TENDER DOCUMENTS

For

“Supply ,Installation and Trial run of Multifunction Printer cum Digital Copier (Colour) at West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106 for 2024-25”.

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 / Job Schedule (Annexure – A & BOQ)
7. Forms-I, II, III & Check List - IV.

DATE OF PUBLICATION OF e-TENDER (ONLINE): 08/04/2024 FROM 06:55 P.M.

STARTING OF BID SUBMISSION (ONLINE): 08/04/2024 FROM 06:55 P.M.

PRE BID MEETING (Mandatory) TO BE HELD ON 15/04/2024 at 02:30 P.M., H.Q.

LAST DATE FOR ON LINE SUBMISSION OF TENDER: 22/04/2024 UP TO 11:30 A.M.

OPENING OF TECHNICAL BID: 24/04/2024 FROM 11:30 A.M. onwards.

OPENING OF FINANCIAL BID: TO BE NOTIFIED LATER ON.

TENDER FEES: NIL

EARNEST MONEY DEPOSIT: 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 reputed resourceful, bonafide **Manufacturer/OEM Authorized Suppliers**, having adequate experience and expertise in similar nature of work specially in Govt./Semi Govt./ Public sector Undertakings, registered under the relevant laws in India and fulfilling requisite eligibility criteria as stated in the e-NIT for **“Supply, Installation and Trial run of Multifunction Printer cum Digital Copier (Colour) at West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106 for 2024-25”**.

- 1) **Earnest Money Rs.10,000/-(Ten Thousand) 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- 3DSC (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	Upload NIT with Seal & Signature on every pages.
2	Upload Scanned Application in the prescribed format (Form - I)
3.	Upload Declaration by the Tenderer (Form - II)
4.	Upload Working (Credential) Format (Form-III)
5.	Upload Scanned Check List in the prescribed format (Form-IV)
6.	Upload All Documents / Certificates & Technical Literatures



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(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 ✓ Affidavits are not valid ✓ Scanned original copy	✓ PAN Card of the authorized signatory ✓ Prof. Tax clearance certificate with challan valid up to 31/03/2024 ✓ GST Registration certificate. ✓ IT returns of 2022 – 2023 Assessment year. ✓ Trade License valid upto 31/03/2024. ✓ Valid documentary proof of <i>OEM Certification</i> ✓ The agency / company should have minimum annual turnover of Rs. 20 lakh
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) List of Technical staffs along with structure & organization.
3	Credential	(i) Intending tenderers should have inhouse team of project management consultants having experience of involvement in similar nature of work or should have association or tie ups with Project Management machineries experience of involvement in any government directly or through contractor and documentary evidence of the same must be produced in the tender documents. (ii) Intending tenderers should produce credentials of setting up similar works or major involvement in the Machineries supply during last 3 (Three) years prior to the date of issue of this tender notice; (iii) Intending tenderers should have service support in West Bengal. (iv) Intending tenderers should have inhouse team of technical expertise from the field of machineries and documentary evidence of the same must be produced in the tender documents.
4	The Bidder shall not be under a Declaration of Ineligibility for corrupt or fraudulent practices or blacklisted with any of the Government Agency.	Declaration in this regard by the authorized signatory of the bidder.

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.



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B. FINANCIAL BID : 'BID-B' (BOQ)

- i) The Bidder is to quote the rate **(ITEM-RATE) per item in BOQ format** of the components as specified in the BOQ. **The item-rate per piece (Pc.)** will be quoted in the BOQ in one cover (folder) encrypted in the B.O.Q. under Financial Bid.
- ii) **Rate quoted shall be including GST, Cess, other taxes / all other charges including unloading at Site and Freight.**
- iii) **Scope of work (Specifications) As per Annexure-A and BOQ**
- iv) **Intending bidder(s) must have to attend on Pre-bid Meeting . If any bidder fails to attend the same Corporation have sole right to cancel his /her bid without showing any reason.**
- v) Only downloaded copy of the B.O.Q. is / are to be uploaded quoting the rate, virus scanned and digitally signed by the contractor.

N.B.: ALL STATUTORY & NON STATUTORY DOCUMENTS(S) ARE REQUIRED TO BE UPLOADED IN ORIGINAL. Neither Photocopy nor cyclostyled literature/Brochure will be accepted.

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.


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NAME OF WORKS:-

Name of the work	Work Details	Supply & Unloading	Validity Period of completion of the supply.
1	2	3	4
“e-Tender on <i>“Supply ,Installation and Trial run of Multifunction Printer cum Digital Copier (Colour) at West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106 for 2024-25”.</i> ”	Details of work schedule item-wise may be found in the ANNEXURE-A & BOQ.	W.B.L.D.C.Ltd, LB-2 , Sector-III, Salt Lake City , Kolkata-106	15 (Fifteen) Days

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 or Financial Bid (BID-B). Decision of Tender committee at every stages of evaluation shall be intimated and uploaded on the website (<https://wbtenders.gov.in>) portal.**

No informal bidder will be entertained in the bid further.

However, at any stage before awarding the contract, the Tender Selection Committee reserves the right to cancel the tender process due to unavoidable circumstances and no claim in this respect will be entertained.


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A. GENERAL INSTRUCTION TO BIDDERS

- 1) Total work is to be completed positively **within** the time specified in the order from the date of issue of order.
- 2) 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.
- 3) After evaluation of Technical Bid, those who will qualify, their Financial Bid shall only be opened. The technical proposal (BID-A) will be opened on line.
- 4) Evaluation summary report of technical evaluation will be uploaded online to the portal from the office of the undersigned immediately after committee arrives at a decision regarding the same.
- 5) The Financial bid may be opened within a very short notice (on the same day afternoon or next day forenoon), once technical evaluation is completed.
- 6) Bidders having any query / objection / claim regarding the evaluation or any decision taken by the tender selection committee may communicate in writing to the Corporation's official mail id info@wbldc.in within 48 hrs of taking such decision. Communications received after the due time, will not be entertained for consideration in any way.
- 7) For further information, the bidders are requested to please contact the undersigned.
- 8) **No Tender will be accepted across the table and no such receipt will be issued thereon.**
- 9) 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.
- 10) N.I.T. to be downloaded properly and to be uploaded duly digitally signed as a token of acceptance by the bidder with all the general & special (if any) terms & conditions laid down in the tender document.
- 11) **In case quoting the rate anywhere other than BOQ, the tender is liable to be summarily rejected.**



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- 12) The Bidder is required to carefully study all the tender documents and prepare his tender to comply with all the provisions thereof. Submission of a Tender shall be taken as evidence and confirmation that the Bidder has acknowledged all the provisions of the Tender Documents and has fully acquainted himself with site conditions and all factors which may influence the preparation of his Tender. Negligence of the Bidder to observe instructions in the matter of preparation of his Tender shall be attributable to him and shall not be a ground for securing relief from any error as may be found or discrepancies as may be contained in his Tender and would not give him any liberty to withdraw his Tender after the same being opened.
- 13) 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.
- 14) The undersigned reserves the right to cancel the tender at any stage without assigning any reason thereof.
- 15) The offer shall remain valid for **30 (Thirty)** days from the date of opening of the financial bid which may be extended for another six months on mutual agreement.
- 16) Test certificate of cable and other equipment shall have to be submitted at site with the supply.

ELIGIBILITY CRITERIA FOR PARTICIPATION IN THE TENDER

- 1) The contractors who have been delisted or debarred by any government department shall not be eligible in any way.
- 2) Contractors must have work credentials of **Similar Nature of supply in Govt Section** with at least 3 years experience in the field. **OEM certification must be submitted in said NIT**.
- 3) Credentials as Prime agency will only be taken into account. That means tie up with one or more company for execution of similar nature of work cannot be claimed as a sole credential of the claimant company.
- 4) Valid up to date clearance of Income Tax return, Professional Tax Clearance Certificate, P.T. (Deposit Challan), PAN Card, GST Registration Certificate, Valid Trade License with the Technical Bid Documents, Income Tax Acknowledgement Receipt for latest assessment year to be submitted. [Non statutory Documents].
- 5) Registered Partnership Deed (for Partnership Firm only) along with Power of Attorney to be submitted along with application, if applicable. (Non-Statutory documents)
- 6) Registered Unemployed Engineers' Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Current N.O.C. from A.R.C.S., Minutes of last A.G.M. and also submit documents of the society consists at least 10 (ten) members out of which at least 60% should hold degree or diploma in any branch in Engineering.
- 7) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.


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EVALUATION OF TENDERS

During the tender Evaluation Process, the **Technical proposal (BID-A)** will be opened first. Those bidders who will qualify the **Technical proposal** as described in BID-A **containing Statutory/Non statutory documents including credentials** will be identified and only their **Financial Cover (BID-B)** shall be opened. The **Financial cover (BID-B)** will not be opened and will be summarily rejected if that Bidder fails to meet the technical requirements participating in the tender. The bidder offering the percentage rate if found suitable & as per the tender specification will only be selected. Technical Evaluation of the Tender will be held on two parts, i.e. opening & evaluation of tender. The Tender Inviting Authority reserves the right to relax the minimum qualification criteria for the work if necessary. The Tender Inviting & Accepting Authority through an 'Evaluation Committee' will determine the eligibility of each bidder, considering the following criteria: -

- a) Financial Capacity.
- b) Technical capability comprising of personnel & equipment capability .
- c) Experience in similar nature of work through credentials.

While evaluation the committee may summon the Bidders & seek clarification / information or additional documents in original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

Bidders would be at liberty to point out any ambiguities, contradictions, omissions etc. seeking clarifications thereof or interpretation of any of the Clause(s), conditions etc. of the tender documents before the Tender Inviting Authority inwriting within a period of 2 (two) days from the date of publication of tender documents and beyond such period no Representation in that behalf will be entertained by the Tender Inviting Authority. Written clarification or amendments etc, as may be issued by the tender inviting authority in pursuance to the representation made by the Bidders shall be final and binding on the Bidders and shall form part of the tender documents. Tender Inviting Authority, however, reserves its right to have pre bid conference with the Bidders.


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SCOPE OF WORK (ANNEXURE-A)

Job: Supply ,Installation and Trial run of Multifunction Printer cum Digital Copier (Colour) at West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106 for 2024-25

Tentative required quantity: 01 (One) No.

Specifications:

Device	Multifunction Printer cum Digital Copier (Colour)	
Imaging System	Laser Dry Electrostatic Transfer System	
Memory	2 GB, 64GB emmc	Standard
Processor	1 GhZ dual pcessor (Shared)	
Network Interface	Ethernet (100Base-TX / 10Base-T), USB 2.0, Wi Fi, Mobile Print, Direct access Point	
Push Scan feature	Send Kit	Standard
Secure Print	Print security Feature	Picture Log in, Force Hold & Secure Print
Touch Screen	Operation	Standard
Interface	USB 2.0, NW, WiFi, Mobile Printing	
Multiple Copies	1 to 999 sheets	
Magnification	25% to 400% (1% increment)	
Maximum Original Size	Max. upto A3 / 12" x 18"	
Duplex Print	Standard	
Copy / Print Speed	min 26 ppm/cpm	
Resolution	Printing	1200 x 1200dpi
Scan Speed (DADF)	70IPM / 35 IPM (DADF)	
Paper Sources (80gsm)	Paper Cassette: min 2 nos	Standard: 2 x 550 sheets paper capacity
	Stack Bypass:	Standard: 100 sheets paper capacity
Acceptable Paper Weights	Paper Cassette:	52 to 220gsm
	Stack Bypass:	52 to 300gsm max
Power Source	220 - 240V AC, 50 / 60Hz	
Maximum Power Consumption	Approx. 1.5kW	
Toner Yield (5% Coverage)	Min 38,000 sheets Black / 25,000 each Colour (A4)	
Machine life	Min 10 Lac	
Print Specification		
PDL	Standard:	UFR II LT or equivalent
Network OS	Windows 2000 / XP / Server2003 / Vista / Server2008 / Win7, Mac OSX (10.4.9 or later)	



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- In case of supplied materials mis-matched with the above specifications have to lifted by the Agency in due time on written intimation /physical examination/ lab testing report .
- Loading at installation level (for rejection) and Unloading during supply will be the scope for intending bidder(s).
- OEM certification is compulsory in specific format.
- If the bidder (approved) fails to supply the items in due time as per general purchase rules necessary risk purchase as well as penalty @2% of undelivered quantity will be imposed .
- Materials must be sound as desire by the competent authority with warranty Card.
- Approved bidder(s) have a scope to verify the sample prior to supply at site to avoid rejection.

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TENDER TERMS & CONDITIONS

01. OPENING OF THE TECHNICAL PROPOSAL:

- (a) Technical proposal will be opened by the authorized officer of the undersigned, electronically from the website using their Digital Signature Certificate (DSC).
- (b) Cover (folder) for Statutory Documents and non statutory documents will be opened. If there is any deficiency in the **Statutory Documents** the tender will summarily be rejected.
- (c) Decrypted (transformed into readable formats) documents of the Statutory & Non statutory Cover will be downloaded and handed over to the Tender Evaluation Committee.
- (d) Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible bidders will be uploaded in the web portals.
- (e) The Financial Cover (BID-B) of those bidders passing the technical requirements will only be opened. **THE DECISION OF UNDERSIGNED/TENDER COMMITTEE WILL BE FINAL & BINDING UPON THE BIDDER IN THIS RESPECT.**

02. PENALTY FOR SUPPRESSION / DISTORTION OF FACTS:-

If any bidder fails to produce the original hard copies of the documents (specially Completion Certificates or Work Orders as proof of credential) or any other documents on demand of the Tender Opening Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression of facts, the bidder will be suspended from participating in the tenders on e-Tender platform for 3 (three) years.

03. AWARD OF CONTRACT:-

The Tender Inviting Authority reserves the right to accept or reject any tender and to cancel the tendering process and reject all tenders at any time and prior to the issue of Award of Contract without incurring any liability to the affected Tenderer or Tenderers thereby or shall have any obligation to inform the affected Bidder or Bidders of the ground for Employer's action. The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter cum Award of Contract.

04. AGREEMENT

The corporation will execute an agreement with the successful bidder ***as per the prescribed format or as will deem fit as per the condition in a Non-judicial Stamp Paper worth Rs.50/-*** (Rupees Fifty) only to be provided by the successful bidder. The notification of award will constitute the formation of the Contract or the agreement between the Tender Accepting Authority and the successful Bidder. All the tender documents including NIT & B.O.Q. will be the part & parcel of the Contract Documents. Prescribed Agreement must be signed by the both parties, the Authorized Signatories of the Corporation & Tendering firm concerned. The Original agreement will be retained by the Corporation in the concerned case file and the photocopy of the same will be provided to the concerned firm.



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05. SECURITY MONEY DEPOSIT

Successful tenderer shall be required to deposit Security Money Rs.10,000/- (Ten Thousand) /at the rate of 10% (Ten P.C.) of the contract value. However earnest money of the successful tenderer may be converted/adjusted with the Security Money and the balance Security Money to be deducted from ***first bill*** to make 10% security deposit as per terms of the contract. (As per G'o. No. 201-F(Y) Dated-18/01/2021 of Finance Department Govt. of WB. The Security Money will not carry any interest.

In the event of non-completion or defective work by the contractor the Corporation will have the right to get the work done through any agency at the risk and cost of the contractor and also the Corporation will have the right to forfeit the security money in full or part at its discretion which will be binding upon the contractor.

The security money will be released ***on One Months after the satisfactory completion*** of the defect liability period and satisfactory remedy or rectification or amendment or modification or all, and settlement of accounts.

06. PENAL MEASURE

If the firm withdraws tender as a whole or for any particular item at any stage during the tenure of tender or fails/refuses to enter into written agreement once the rate for any/all items(s) is/are accepted within the time specified when requested to do so by this Corporation. Such firms offer will not be taken into consideration in future & shall liable to be black listed for 3 (three) years.

- i) The security money deposit furnished by a bidder is liable to forfeit in full along with cancellation of order without prejudice in the event of failure/refusal to maintain the terms & conditions of tender and/or contracted specification and/or quality/quantity and the authority will be at liberty to terminate the contract as a whole or part.
- ii) In consequence of submission of false or fabricated documents by any firm/ company for participating in the tender, if proved later on shall liable to be Black Listed for 3 (three) years.
- iii) **Total work including supply is to be completed positively within the time specified in the order from the date of issue of order.**

07. PAYMENT

Any request for Advance Payment will not be entertained however,

1. Bills to be produced in DUPLICATE.
2. Payment shall be made after executing the order satisfactory in all respect. However, no interest shall be paid to the firm, if the payment is delayed due to whatsoever reasons. The payment of bills shall be withheld in case of violation of any tender terms & conditions.

08. SAFETY, SECURITY AND PROTECTION OF THE ENVIRONMENT:

The Contractor shall, throughout the execution and completion of the Works and the remedying of any defects therein:

- a) Have full regard for the safety of all persons and the Works (so far as the same are not completed or occupied by the department),

- b) Provide and maintain at his own cost all lights, guards, fencing, warning signs and watching, when and where necessary or required by the Engineer-in-Charge for the protection of the Works or for the safety and convenience of the public or others,
- c) Ensure that all lights provided by the Contractor shall be screened so as not to interfere with any signal light of the railways or with any traffic or signal lights of any local or other authority.
- d) Take all reasonable steps to protect the environment on and off the Site and to avoid damage or nuisance to persons or to property of the public or others resulting from pollution, noise or other causes arising as a consequence of his methods of operation.

09. TRANSPORTATION ARRANGEMENT:

The contractor shall arrange for all means of transport including Railways Wagons required for carriage and supply of materials and also the materials required for the construction work. The Department may however, at their own discretion grant necessary certificates, if required, for procurement of railways Wagons. But, in case of failure of the Department to help the Contractor in this respect, the contractor will have to procure wagons at his own initiative and no claim whatever on the ground of non-availability of wagons shall be entertained under any circumstances. If Railways Wagons are not available, the Contractor will have to depend on transport of materials by road as necessary to complete the work in time and the contractor must consider this aspect while quoting rate.

10. PRECAUTIONS DURING SUPPLY:

The contractor shall carefully execute the work without disturbing or damaging underground or overhead service utilities viz. Electricity, Telephones, Gas, Water pipes, Sewers etc. in case disturbances of service utilities is found unavoidable the matter should immediately be brought to the notice of the Engineer-In-Charge and necessary precautionary measures as would be directed by the Engineer-In-Charge shall be carried out at the cost and expenses of the contractor. If the service utilities are damaged or disturbed in any way by the contractor during execution of the work, the cost of rectification or restoration of damages as would be fixed by the Engineer will be recovered from the contractor.

11. TIMELY COMPLETION OF WORK:

All the supply and the work must have to be completed in all respects within the time specified in Notice Inviting Tender from the date of work order. Time for completion as specified in the tender shall be deemed to be the essence of the contract.

12. If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained/ accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.



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-687e/2024-25

Date of Issue: 08/04/2024

13. The Earnest Money may be forfeited if :-

- a) If the Bidder withdraws the Bid during the period of Bid validity.
- b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
- c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were uploaded & digitally signed by the Bidder are incorrect / manufactured / fabricated.


(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 on **Supply ,Installation and Trial run of Multifunction Printer cum Digital Copier (Colour) at West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106 for 2024-25”.***

Ref: WBARD/WBLDC/NIT-687e/2024-25 Dated: 08/04/2024.

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 from the date of work order.

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 construction as per drawings 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 Officer-In-Charge.

Supplied Item : Model No. : Make : Warranty :

I/We also agree to procure tools and plants, at my/our own cost required for the work.

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

(FORM-III)

(To be furnished in the Official Letter Head of Firm/Bidder with full Address with Contact No., Telephone No., FAX No., e-mail address, Website etc.)

WORKING (CREDENTIAL) DETAIL

1. Name of Applicant:

2. List of similar type of work completed / ongoing:

Name of Employer	Name, location and nature of work	Reference of Work Order (Memo. No. and Date)	Contract Value	Date of Start of Work	Present Status (If completed, please mention date of completion)

Note :Copy of Work Order or Completion Certificate from the employer to be attached.

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

CHECK LIST (FORM – IV)

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	Application Form as per FORM-I whether uploaded.	
6	Self-declaration as per FORM-II whether uploaded.	
7	Original PAN Card whether uploaded.	
8	Original Prof. Tax Clearance Cert./Paid Challan (valid up to 31/03/2024) whether uploaded	
9	Original GST registration Certificate whether uploaded.	
10	IT returns of 2023– 2024 Assesment year whether uploaded.	
11	Trade License valid up to 31/03/2024 whether uploaded	
12	Credential of similar nature of work whether uploaded.(FORM-III)	

Signature & Seal of the Bidder with Date

ROFORMA FOR AGREEMENT OF CONTRACTUAL CONTRACT

This Agreement is signed and executed on this day of....., 2024 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 “e -Tender on **Supply ,Installation and Trial run of Multifunction Printer cum Digital Copier (Colour) at West Bengal Livestock Development Corporation Limited, LB-2, Sector-III, Salt Lake City, Kolkata-700106 for 2024-25**”. 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.

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.

That all disputes shall be subject to the jurisdiction of the Calcutta High Court.

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.

Sea/

Sea/

Witness and address: –

Witness and address: –

1.

1.

2.

2.