

Government of West Bengal
Office of The Addl. Director General & Inspector General of Police
Telecommunication, West Bengal

3 Manik Bandyopadhyay Sarani, Tollygunj, Kolkata 700 040

Phone: 033-23770400/1701, Fax: 033-23110651, e-mail: telecomhqrs@gmail.com

Notice Inviting e-Tender No. WBPTel/DG/eNIT-24/Wireless Stores/2017-18

Date: 21-11-2017

The Addl. Director General & Inspector General of Police, Telecommunication, West Bengal invites e-Tenders on behalf of Home Department, Government of West Bengal from the bonafide manufacturers/dealers or distributors/traders & Industrial undertaking organization etc. who has tender specific authorization (desirable) for the item in the table below:-

Sl No	Item	Technical Specifications	Quantity
1	SMF Battery	Exide Make 12 Volt 7 Ah SMF Battery for UPS	200
2	Electric Blower cum Sucker	<ul style="list-style-type: none">• Features:• Variable speed dial wheel for easy flow speed adjustment• Ambidextrous lock on and handgrip design suitable for left/right handed users• Easiest and most convenient fixing of nozzle & dust bag• Technical data• Rated power input - 820 Watts• No-load speed - 16000 rpm• Weight without cable within 1.8 kg• Volumetric flow rate 4.5 m³/min or higher• Standard Accessories:• Dust bag• Nozzle	40
3	Cordless Drill Machine (18 Volt Battery Operated)	<ul style="list-style-type: none">• 16 Torque Settings• Forward/Reverse• 3/8" Keyless Chuck• 550 RPM• Adjustable Clutch Helps Prevent Stripping, Great For Driving & Drilling• Storage Case Includes: 18V Battery UL Charger 6 Drill Bits 6 Screwdriver Bits Extension Bit Holder	40

ELIGIBILITY OF BIDDERS:

Only Manufacturers/Direct Importers/Dealers having the Tender specific authorization from OEM (Original Equipment Manufacturer) are eligible for participation in the Tender.

1. In the event of e-filling, intending bidder may download the Tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. **Earnest money Rs. 10,000.00 (Rupees Ten Thousand) only may be remitted through Demand Draft from any Nationalized Bank in favour of Additional Director General & Inspector General of Police, Telecommunication, West Bengal** and should be submitted physically at the Office of the Additional Director General & Inspector General of Police Telecommunication, West Bengal, 3 Manik Bandyopadhyay Sarani, Tollygung, Kolkata 700 040 under the sealed cover" as per Date & Time, mentioned in Clause 10.
2. Financial Bid is to be submitted online (both words & figures) concurrently duly digitally signed in the website: <https://wbtenders.gov.in> as per Date & Time schedule stated in Clause 10.
3. (a) A tender Bidder, after being accepted by the undersigned authority, shall be liable to supply all the items in question as per the accepted rate, for a period of one year from the date of acceptance, without any hike in the prices, whatever are the circumstantial criteria thereby.

(b) Conditional/incomplete bid will not be considered.

(c) Tenderers should specify the address within the City of Kolkata and Phone/Mobile, Fax No./e-mail I.D. for the purpose of quick communication in the event of urgency.

(d) **There should be an on site manufacturing guarantee/warranty as per OEM for the item with a mention of specific period.**

4. The selected contractors shall have to deposit 5% security deposit of the total contract value of the items in favour of the Additional Director General & Inspector General of Police Telecommunication, West Bengal in G P Notes/ Bank Guarantee Bond/F.D.R. of any nationalized bank and to execute an agreement of contract within 3 (three) days from the date of issue of the work order failing which the letter of acceptance, so issued, may be treated as cancelled as well as the earnest money so deposited may be forfeited and the firm may be blacklisted. No interest would be paid on the performance Security Deposit. Payment will be made as and when fund will be available from the concerned source subject to complete supply of articles.
5. Orders for the supply of the approved products will be placed with the successful tenderers after the execution of the agreements, and such supply shall have to be made in such installments as may be fixed or spread over the period to be specified in the supply orders to be made in pursuance of the agreements. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.
6. Tender Specific authorization Certificate of OEM (Original Equipment Manufacturer) is desirable.
7. It should be noted that the firm/firms will be selected purely on a "PROVISIONAL BASIS" and the forecast requirement may increase or decrease by any quantity during the period of validity of the tender.
8. Addl. Director General & Inspector General of Police, Telecommunication, West Bengal reserves the right to reject any/or all the tendered rates without assigning any reason and not to place any orders even after selection and is not liable for any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to, divide the contract amongst any number of tenderers, if required so.
Addl. Director General & Inspector General of Police Telecommunication, West Bengal does not bind himself to accept the lowest rate.
9. Selected contractors will have to supply articles according to the indents placed with them from time to time within the specified period as per approved sample and/or the product demonstrated for inspection and evaluation, failing which the firm may be blacklisted with the forfeiture of security deposit. In the event of the non-supply of articles or if articles supplied by the selected contractors is found to be sub-standard, the Director General & Inspector General of Police Telecommunication, West Bengal may (without notice to the contractors) purchase from elsewhere the articles required. Any loss incurred by reason of the price paid for such article(s) or any other loss or expense incurred by reason of such default on the part of the contractors may be deducted from the bills or any money payable to the contractors or from the security deposit of the concerned contractor(s). If the performance of the supplied items/equipment are found unsatisfactory or not as to our desired level even after payment, the supplier has to refund the entire amount paid to him earlier for that particular item/equipment.

10. **DATE & TIME SCHEDULE:**

SI. No.	Particulars	Date & Time
1	Date of uploading of NIT Documents (Online)	22-11-2017 at 1600 hrs
2	Documents download/Sell Start date (Online)	22-11-2017 at 1600 hrs
3	Date of hoisting of documents at Departmental Website "policewb.gov.in"	23-11-2017 at 1400 hrs
4	Bid submission start date (Online)	22-11-2017 at 1600 hrs
5	Bid submission closing date (Online)	09-12-2017 at 1400 hrs
6	Last date of submission of Earnest Money Deposit and self attested copies of (Offline)	08-12-2017 at 1400 hrs
7	Last Date Sample checking at Telecom HQRS Power Section	08-12-2017 at 1400 hrs
8	Last Date of Sample Deposit at Telecom HQRS Power Section	08-12-2017 at 1600hrs
9	Technical Bid opening (Bid A)	11-12-2017 at 1400 hrs
10	Date of uploading list of technically qualified bidders	To be notified later
11	Date for opening of Financial Proposal (Bid B) (Online)	To be notified later
12	Date of uploading list of bidders along with the approved rates	To be notified later

11. **Bid opening Location:** Office of the Addl. Director General & Inspector General of Police, Telecommunication, West Bengal, 3 Manik Bandyopadhyay Sarani, Tollygung, Kolkata 700 040.
12. Canvassing on the part of tenderers will render his tender to cancellation summarily.
13. **For any clarification and collection/verification of sample regarding Specifications of the Tender, Tenderers are requested to contact with O/C Power and/or Inspector of Police, Telecommunication Hqrs., 3 Manik Bandyopadhyay Sarani, Tollygunj, Kolkata 700 040.**

NB: Any inconsistencies in the descriptions may be expeditiously brought to the notice of the Tendering authority.

INSTRUCTIONS TO BIDDERS

GENERAL GUIDANCE FOR e-TENDERING:

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

I. REGISTRATION OF THE CONTRACTOR:

Any contractors 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 Web Portal of Public Works Department) the contractor is to click on the link for e-Tendering site as given on the web portal.

II. DIGITAL SIGNATURE CERTIFICATE (DSC):

Each Contractor is required to obtain a Class-II OR Class-III Digital Signature Certificate (DSC) for submission of tenders for the approval service of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the website stated in Clause-I above DSC is given as a USB e-Token.

III. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in clause-I using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

IV. SUBMISSION OF TENDERS:

Tenders are to be submitted through online to the website stated in Clause-I in two folders at a time for each work, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digital Signed. The documents will get encrypted (transformed into non readable formats).

V. PENALTY CLAUSES:

PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT / MISLEADING DOCUMENTS: If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenders who have submitted false / misleading / fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, Forfeiture of Performance Bank Guarantee if enlisted as a supplier.

VI. TECHNICAL PROPOSAL:

The Technical proposal should contain scanned copies of the following in two covers (folders).

(a) Statutory Cover containing the following documents:

- (1) NIT (2) EMD (3) AGREEMENT PAPER (AS ANNEXTURE-III) (4) TECHNICAL SPECIFICATIONS & WARRANTIES AS PER OEM

(b) Non-statutory Cover containing the following documents:

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.

SI. No.	Category Name	Sub-Category Description	Detail(s)
A	Certificate(s)	Certificate(s)	GST Registration, Trade License, Income Tax/PAN, Letter of Authorization/DPL (Dealer Possession License)/ OEM (Original Equipment Manufacturer), Latest P.Tax (Challan).
B	Company Detail(s)	Company Detail	Proprietorship Firm (Trade License) Partnership Firm (Partnership Deed, Trade License), Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney.
C	Credential	Credential - 1	Similar nature of work done & completion certificate, which is applicable for eligibility in this tender.
D	Returns	Income Tax	Last 3 Financial Year's of Income Tax i.e. for 2014-15 2015-16 & 2016-17

NOTE: BLACK & WHITE SCAN, MULTIPAGE SCAN, DPI MAX 200-300

VII. FINANCIAL PROPOSAL:

- (a) The contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ (Bill of Quantities). **The Quoted Rate should not be higher than printed MRP.**
- (b) If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
- (c) The financial proposal should contain the following documents in one cover (folder) i.e., BOQ (Bill of Quantities).
- (d) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor. If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other 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 tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

OPENING & EVALUATION OF TENDER:

1. Opening of Technical Proposal: A Committee comprising of Superintendent of Police, Deputy Superintendent of Police, and a team of Technical officers of Telecommunication West Bengal will open the Technical bid of the Tender.
2. Intending Tenderers may remain present if they so desire.
3. 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.
4. Decrypted (transformed into readable formats) documents of the non- statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
5. Summary list of technically qualified tenderers will be uploaded online.
6. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
7. During evaluation, the committee may summoned of the Tenderers and seek clarification/information or documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

REJECTION OF BID:


The Addl. Director General & Inspector General of Police Telecommunication, West Bengal reserves the right to reject any/or all the tendered rates without assigning any reason and not to place any orders even after selection and is not liable for any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to divide the contract amongst any number of Tenderers if required so and to place order for more or less than the quantity mentioned in the forecast requirement. The Addl. Director General & Inspector General of Police, Telecommunication, West Bengal does not bind himself to accept the lowest rate.

AWARD OF CONTRACT:

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance both online & offline to save time. The notification of award will constitute the formation of the Contract. The Agreement in prescribed format in admissible stamp duties will incorporate all agreements between the Tender Accepting Authority and the successful bidder/bidders. The time frame for attending the fault and restoration of equipment within the warranty period and penalty clause for the defaulters will be included in the agreement. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in the N.I.T. along with requisite cost through Demand Draft issued from any nationalized bank in favor of Addl. Director General & Inspector General of Police Telecommunication, West Bengal for the concerned work within time limit to be set in the letter of acceptance.

Payment Terms: *After receipt and satisfactory testing of the equipment.*

VALIDITY PERIOD: *The contract period will be up to December, 2018.*


Additional Director General & Inspector General of Police
Telecommunication, West Bengal

FORMAT FOR CHECK LIST

Sl.No.	Items	Pl mark ✓		Page No.
		Yes	No	
1	Application submitted in Annexure - I	Yes	No	
2	Annexure - II (Authorization letter of signatory from the Company)	Yes	No	
3	Annexure - III (Copy of agreement between the manufacturer and the Distributor)	Yes	No	
4	Copy of PAN Card / GST Registration Certificate	Yes	No	
5	Copy of Demand Draft/Pay order as applicable in favour of the Director General & Inspector General of Police Telecommunication, West Bengal - as Earnest Money	Yes	No	
6	Last 3 financial years' returns of Income Tax, i.e., for 2014-15 2015-16 & 2016-17	Yes	No	
7	Declaration of on site manufacturing guarantee/warranty as per OEM for the item with a mention of specific period.	Yes	No	

Annexure - I

APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full Address and Contact No., etc.)

**To: The Addl. Director General & Inspector General of Police
Telecommunication, West Bengal
3 Manik Bandyopadhyay Sarani
Tollygunj, Kolkata 700 040**

Sub: NIT for Wireless Stores at Office of the Addl. Director General, & Inspector General of Police,
Telecommunication, West Bengal, 3 Manik Bandyopadhyay Sarani, Tollygunj, Kolkata 700 040.

Ref:

Sir,

Having examined the pre-qualification & other documents published in the NIT, I/we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of

In the capacity of.....duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.

2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period.

3. We are offering rate for the following item /items and assured supply to the West Bengal Police Telecommunication, Government of West Bengal as mentioned in Page-1.

4. (a) We propose that the order and bill should be raised in our name. For liaisoning, we have appointed M/s having its office at (Address, Contact No. and e-mail address) as C&F agent /Liaisoner /Contact person/..... Others (strike out whichever is not applicable) as per clause of the NIT
OR

(b) We propose that order and bill should be raised in favour of our authorized Distributor. For that purpose, we have appointed M/s having it's office at (Address with contact No. and e-mail Address) as authorized Distributor who will receive order and payment in his name on our behalf.

(c) The agreement between ourselves and the distributor/C&F/Liaisoner& other documents as prescribed is attached in annexure III .

5. In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.

6. We understand that:

(a) Tender Selection Committee can amend the scope & value of the contract bid under this project.

(b) Tender Selection Committee reserves the right to reject any application without assigning any reason.

Date:-

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

Telephone No.:

Mobile No.:

e-Mail Address:

Annexure - II

Authorization letter from Company for authorized signatory.

Annexure - III

Copy of agreement signed between tenderer and the distributor etc.