

**West Bengal Police Directorate
Bhabani Bhawan, Kolkata-700027**

e-Tender Notice No. WBP/ ATV/ NIT-01/2017-18

The Director General & Inspector General of Police, West Bengal, Bhabani Bhawan, 2nd floor, Alipore, Kolkata – 700 027, invites **e-Tender for procurement of 8 (eight) nos. of All Terrain Vehicles for West Bengal Coastal Police Stations** in the current financial year on behalf of the Governor of West Bengal as per details in the Tender document, hereinafter called Notice Inviting e-Tender (NIT). Details may be seen & downloaded from the website <https://wbtenders.gov.in> and in the website of West Bengal Police, www.policewb.gov.in, . For any query, one may contact HA, Equipment Branch, West Bengal Police Directorate, Bhabani Bhawan, 31, Belvedere Road, Kolkata-700027, during office hour on any working day (Ph. No. 033-2479-4035/36/56/57). If any rectification is required, corrigendum will be published in websites www.policewb.gov.in & <https://wbtenders.gov.in> .

Relevant documents may be downloaded on line from 27/07/2017, Thursday after 05:00 P.M.

Bid submission closing date (online): 16/08/2017, Wednesday at 05:00 P.M.

Pre-bid meeting on 01/08/2017, Tuesday at 12:00.hrs at Bhabani Bhawan, CID Conference Hall, 3rd floor.

Bhabani Bhawan
Alipore, Kolkata – 27
Date- /07/2017

Addl. Director General of Police
(Establishment), West Bengal

E-Tender for procurement of 8 (eight) nos. of All Terrain Vehicles for West Bengal Coastal Police Stations during Financial Year -2017-18.

Notice inviting e-Tender(NIT)

e-Tender Notice No. WBPD/ ATV/ NIT-01/2017-18

West Bengal Police Directorate
Bhabani Bhawan,
31, Belvedere Road, Kolkata-700027.

Notice inviting e-Tender(NIT)

The following Terms & Conditions shall be complied by the prospective agencies / bidder(s) for this e-Tender:-

1. Instructions to the Agencies/Bidder(s)

1.1 The West Bengal Police proposes to select agency/bidder (in a two Bid System i.e. Technical bid and Commercial bid) for supply of 8 (eight) nos. of All Terrain Vehicles in accordance/congeniality to the specifications as detailed below for West Bengal Coastal Police Stations in the current financial year-2017-18.

1.2 Interested Agencies are invited to submit their proposals for the assignment which must include the following, as detailed subsequently in this document.

(i) A Technical Proposal and

(ii) A Financial Proposal.

Scan copies of documents required mentioned in this NIT would be uploaded by the bidder in the website <https://wbtenders.gov.in> . **All documents/any of the documents uploaded can be called for any time at any stage from a bidder in hard copies.** Hard copies shall be identical with the soft copy uploaded. Any discrepancy / divergence in such documents, may lead to rejection of bid submitted by the concerned bidder.

1.3 The Agencies are required to provide professional, objective, and impartial service and at all times hold the West Bengal Police's interest paramount, without any consideration for future work, and strictly avoid conflicts with other assignments or their own corporate interests.

1.4 Agencies have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of West Bengal Police or that may be reasonably perceived as having this effect. Failure to disclose such situations by the Agency may lead to disqualification of the Agency or termination of the contract.

1.5 Agencies must observe the highest standards of ethics during the selection and execution of the contract. West Bengal Police may reject a proposal at any stage if it is found that the firm recommended for award has indulged in corrupt or fraudulent activities in competing for the contract in question. It may also blacklist the firm, either indefinitely or for a stated period of time, if at any time it is found that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

1.6 The Jurisdiction area will be Kolkata only in case of any legal dispute.

1.7 The Bidder will submit a declaration(Please see Annexure-A, below) to the effect that the information submitted by him is correct and he/she/the firm concerned shall abide by the decision of DG & IGP, WB with regard to this work. In the event of the information submitted by him being found to be false or fabricated in any manner whatsoever, the bidder may be suspended and/or debarred.

2. Minimum Eligibility Criteria

2.1 The firm/bidder/Organisation should be Original Vehicle Manufacturers (OVM) or Authorised Vendors (Dealers/Sub Dealers) or Government Sponsored Export Agencies or a supplier in Government/Public/Corporate in similar kind of job or supply of general items subject to the condition that in case where the same vehicle on same rate (Quoted inclusive of all taxes and others) is offered by more than one of the aforementioned parties, preference would be given to the OVM.

2.2 The firm/bidder should provide

- (a) Credentials/Certificates/Documents regarding supply of ATV or Supply of similar products i.e. execution of works of similar nature and value to any Govt. Organization or PSU or Private/ corporate.
 - (b) User satisfaction certificates of the organisation of repute like any Govt. organisation or PSU or Private/ corporate having received similar work from the bidder/agency or private,
 - (c) Bank Solvency Certificate issued by Bank in which the Bidder has got its account, clearly specifying the maximum Bank Guarantee limit, over draft limit etc.
 - (d) The Bidder must have minimum average annual turnover at least Rs 50 lakhs in INR. The audited balance sheet for last two years in this regard is to be submitted.
 - (e) The Bidder should not owe any amount to the Government in the past. Accordingly, Self-certification by the Bidder that there are no Government dues outstanding against them to be submitted(Please refer Annexure-A) .
 - (f) The Bidder should not be found to be blacklisted by any of the Government Organizations / PSUs / Autonomous bodies. An undertaking by the Bidder to be enclosed in this respect (Please refer Annexure-A).
 - (g) Bidder is requested to submit the details of representatives of the firm dealing with the tender with their telephone and mobile numbers, Fax.
- 2.3 In the event of the tender being submitted by a firm or any bidder(s), Annexure-A (given below) & the Contract (in case of successful bidder at the time of Award of Contract), must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding the "Power of Attorney" authorizing him to do so. Such **"Power of Attorney" is to be produced with the Tender** and in the Case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the "Indian Partnership Act".

3. Specifications

- 3.1 Each of the All Terrain Vehicle (ATV) shall comply with the following Technical Specifications:-
- a) Should have engine 4 stroke DOHC single cylinder.
 - b) Cylinders – Displacement (CC) – 567CC.
 - c) Transmission / Final Drive – Automatic Pvt P/R/N/L/4.
 - d) Drive System Type – On-Demand True AWD/2VVD
 - e) Engine Braking System (EBS) – No
 - f) Cooling – Liquid.
 - g) Fuel System – Electronic fuel injection.
 - h) Front suspension - Macpherson strut with 8.2" (20.8cm)
 - i) Rear suspension - Dual A-Arm, IRS 9.5" (24.1cm).
 - j) Front / Rear Brake – Single level 4-wheel hydraulic disc with hydraulic rear foot brake.
 - k) Parking brake – Park in transmission / Lockable hand lever.
 - l) i. Front tyres - 25X8 – 12

- ii. Rear Tyres – 25X10-12
 - m) Wheels – Stamped steel.
 - n) Dimensions:
 - i. Front / Rear Rack – 90lbs (40.8 kg) / 180lbs (81.6 kg).
 - ii. Fuel capacity - 4.50 gal (17L)
 - iii. Ground Clearance – 11" (27.9cm)
 - iv. Overall Vehicle size (L X W X H) – 86" x 48" x 48" (218.4 cm x 121.90 cm x 121.9 cm)
 - v. Pay load capacity - 575lbs (261kg)
 - vi. Person capacity - 2 (TWO) Nos.
 - vii. Seat height - 33.75" (85.70 cm)
 - viii. Wheel base – 56" (142.20 cm)
 - ix. Estimated dry weight – 728lbs (330kg)
 - o) Cargo System Lock & Ride
 - p) Colour / Graphic – sage green
 - q) Hitch Type – Standard / 1.25" receiver
 - r) Hitch Towing Rating – 1225 lbs (555.70 kg)
 - s) Instrumentation – Analog speedometer , Digital Odometer, Tachometer, Tripmeter, Gear indicator, Fuel grange /AWD indicator, Hi temp / Low batt light, DC outlet
 - t) Lighting – Duel 50w Law Beam bumper light, Single 50w high beam pod light, duel brake lights/Taillights.
 - u) Maintenance – 1 year warranty (3 times maintenance)
- 3.2 The vendor/bidder shall submit test and inspection certificates that the offered ATV by his firm is in 100% conformity to the each parameter of specification appended above.
- 3.3 The Vehicle should meet all the statutory and applicable standards in force at the time of supply of Vehicle to protect the environment, as well as, the workers from its hazardous emissions.
- 3.4 Supplies should be of latest manufacture, conform to the current production standard and should have 100% of the defined life at the time of delivery.
- 3.5 The delivery of goods shall be completed as described below from the date of Signing of Contract. The delivery shall be at the consignee locations mentioned below.
- 3.6 The goods supplied shall carry a warranty for 12 months, from the date of supply to the Tender Inviting Authority (hereinafter called 'TIA'). Rates for such warranty should be inclusive of rate offered by the bidder in the BOQ.
- 3.7 The training to the nominated buyers representative will be conducted FREE OF COST and is to be completed during warranty period of the vehicle. The seller will train at least two employee of the buyer for every vehicle sold in operation and maintenance of the vehicle at the time of commissioning. This training will be at the consignee location. Whoever feasible, boarding/ lodging and local transport to the firm representative shall be provided during commissioning/ training, on payment basis.

4. Terms & Conditions

- 4.1 The Tender Document/Tender is not transferable under any circumstances.
- 4.2 Tender shall be submitted online only through <https://wbtenders.gov.in>
- 4.3 No physical/offline Tender/ Bid shall be accepted.
- 4.4 TIA reserves the right to cancel the BID/Tender without assigning any reason to the Bidder or anyone else. The contract shall not be sublet either wholly or in part.
- 4.5 Conditional tenders and casual letters sent by the bidders will not be accepted.
- 4.6 Bidders are requested to read the instruction in the Technical Document/Bid before submitting the Tender/BID online.
- 4.7 TIA also reserves the right for not assigning tender/AOC at all to any bidder/bidders without giving any reason and any agency /bidder being compensated for this.
- 4.8 Nos. of All Terrain Vehicle to be procured may increase or decrease at the time of placing the order with the selected firm and no claim in this regard shall be made by the selected bidder/firm.

5. Earnest Money Deposit (EMD):

- 5.1 The bidder shall furnish Earnest Money Deposit (EMD) amounting to Rs. **1,00,000/- (One Lakh only)**.
- 5.2 The EMD shall be in Indian Rupees and shall be submitted electronically i.e. **online** – through net banking enabled bank accounts or by generating NEFT/ RTGS challan from the e-tendering portal. Bidder who wants to pay EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site (wbtenders.gov.in). Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD. For more details a bidder should refer to Memorandum No. 3975-F(Y) dated 28th July, 2016 of Finance Department, Audit Branch, Government of West Bengal.
- 5.3 The earnest money of unsuccessful bidders will be refunded **online automatically** as per the process mentioned in the above Memorandum. No interest on EMD could be claimed/paid.
- 5.4 The Earnest Money of the bidder will be forfeited on account of one or more of the following reasons:
 - (a) Applicant withdraws the proposal during the validity period of bid specified in E-Tender document.
 - (b) Applicant does not respond to requests for clarification of its proposal/substandard works.
 - (c) Applicant fails to provide required information during the evaluation process or is found to be non-responsive.
 - (d) In case the successful applicant, fails to sign the Agreement in time; or furnish Security Deposit.
- 5.8 Manufacturers who are registered as S.S.I. Unit with C. & S.S.I. Deptt. of Govt. of West Bengal and / or N. S.I.C. Ltd / D.G.S. & D. of Govt. of India must produce attested legible copy of their up-to-date Registration Certificate along with a Certificate issued by C. & S. S. I. Dte. of Govt. of West Bengal and / or N. S. I. C. Ltd / D.G.S & D. of Govt. of India to the

effect that the Bidders registration as S.S.I. Unit is valid up to 31/03/2016 to support their claim, if any, for exemption from depositing Earnest Money Deposit for the product requirement as mentioned above i.e. supply of ATV for which the Bidder is registered as S.S.I. Unit and not for other unregistered items. **Scan Copy of EMD Exemption Document will also have to be uploaded on line.**

6. Security Deposit:

- 6.1 This amount has to be submitted offline **at the time of** signing the final agreement/AOC with the successful bidder and **it shall remain valid during the tenure of contract period / completion of supply of consignment and six months thereafter.**
- 6.2 The selected Bidder shall have to deposit Security Deposit off line in the form of F.D.R. (Fixed Deposit Receipt) at 5 per cent of the total value of orders placed with them in favour of Deputy Inspector General of Police (Organisation), West Bengal and to execute an agreement.
- 6.3 TIA reserves the right to forfeit the Security Deposit tendered by the Bidder(s) or part thereof and or to Black-list the Bidder(s) in the event of his / their failure to supply the **Goods in full** in accordance to the specifications and to the best of satisfaction of TIA as per the contract/agreement or if any part of terms & conditions of this NIT/AOC are breached by the bidder.
- 6.4 If the offered ATV fails the Inspection/ Specification standards during inspection at buyer's place, by a Inspection Team/Acceptance Committee of WBP during delivery of goods at the buyer's place, the Security Deposit will be forfeited.
- 6.5 If the bidder withdraws himself/his agency from the tender/contract at any stage after the execution of Award of Contract with him/his agency, his/his agency's Security Deposit will be forfeited and suitable action will be taken against him/his agency.
- 6.6 For valid SSI Units/NSIC Ltd/DGS & D units, no security deposit is required. However, exemption from Security Deposit for NSIC registered firm is allowed up to the monetary limit of the firm mentioned in their certificate for the item they are registered. For the rest of the order value placed (i.e. by the amount the ordered/contract price exceeds the monetary limit) security deposit has to be given by the firm concerned in the proportionate amount (i.e 5% of the amount the ordered/contract price exceeds the monetary limit).

7. Submission of Proposals.

- 7.1 The bidders who are interested in bidding can download their tender documents/FRP/NIT from <https://wbtenders.gov.in>. Or <https://policewb.gov.in>.
- 7.2 Bidders who wish to participate in this tender will have to be registered on <https://wbtenders.gov.in> & should procure Digital signature certificate –Type –II/III prior to registration/bidding.
- 7.3 Bidder should submit their bid online both for technical & financial proposal within the due date of submission on the <https://wbtenders.gov.in> only.
- 7.4 Before electronically submitting the tenders, it should be ensured that all tender papers are digitally signed by the bidder.
- 7.5 The tender is to be submitted in a two Bid System. Both Technical bid and Commercial bid are to be submitted online and concurrently by the bidder, duly digitally signed, with the help of his DSC in the <https://wbtenders.gov.in>.

8. Submission of Technical proposal/bid and a Financial Proposal/bid

8.1 Technical proposal/bid

8.1.1 The Technical Proposal (Statutory Documents) will contain the following 3 Covers:

- A. **Technical Documents: (1st Cover)** : This should be uploaded in PDF format with **following documents** by a bidder in the website <https://wbtenders.gov.in> . Scan copies of the following documents have to be uploaded by a bidder:
- Previous Credentials/Certificates/Documents regarding Supply of ATV i.e. execution of works of similar nature and value to any govt. organization or PSU,
 - User Satisfaction certificates of the organisations of repute like any govt. organization or PSU having received similar work from the bidder/agency,
 - Test/Inspection Certificates to the effect that the ATVs to be supplied by the bidder are 100% specification compliant.
 - A certificate from a recognized national laboratory for the environmental compliance for the offered ATVs.
 - Bank Solvency Certificate issued by Bank in which the Bidder has got its account, clearly specifying the maximum Bank Guarantee limit, over draft limit etc.
 - Turnover Certificate showing minimum average annual turnover of at least Rs 50 lakhs in INR. The audited balance sheet for last two years in this regard is to be submitted.
 - Power of Attorney (if applicable)
 - Bidder is requested to submit the details of representatives of the firm dealing with the tender with their telephone and mobile numbers, Fax.
- B. **EMD (2nd Cover)** should be uploaded Online as stated above.
- C. **Tender Conditions Acceptance Letter (3rd Cover)**: The Bidder will submit in PDF format an undertaking on the letterhead of the Agency and signed by an authorized signatory as per **Annexure-A**, attached below.

8.1.2 The above undertaking submitted by the agencies shall be binding on the Agency.

8.1.3 Non statutory documents OR My documents OR other Important Documents

The scan copies of the following documents are to be uploaded in PDF format in this folder.

Sl. No.	Documents	Corresponding E- Tender folder in Other Important Document.
1.	Trade License/Enlistment & Registration Certificates	Company Details
2.	Valid PAN issued by the IT Deptt., Govt. of India	Certificates
3.	Name and address of the Firm & Name and address of Directors/Partners/Proprietors	Credential
4.	Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act,	Certificates

	2017	
5.	Proof of manufacturing capacity & Original Vehicle Manufacturers (OVM) or Authorized Vendors (Dealers/Sub Dealers) or Government Sponsored Export Agencies or a supplier in Government/Public/Corporate in similar kind of job or supply of general items	Credential
6.	Certificate issued by C & SSI Dte, Govt. of WB or NSIC Ltd/ DGS & D, Govt. of India, as the case may be. (For SSI Units only)	Credential

8.1.4 The Technical Proposal shall not include any financial information.

8.2 Financial Proposal/Bid

8.2.1 In preparing the Financial Proposal, Agencies are expected to take into account the requirements and conditions outlined in the NIT document.

8.2.2 This file contains **BOQ (Bill of Quantities)** in Excel Format as "Commercial Bid". A bidder will quote rate **per unit**, item wise, **inclusive of** packaging, transportation, freight charges and others but **exclusive** of all of taxes like GST etc.(wherever applicable). Taxes should be quoted separately in the BOQ.

8.2.3 The cost quoted shall be in Indian Rupees & firm and fixed for the duration of performance of the contract. At no point of time will any deviation from the quoted rate be entertained by the Tender Inviting Authority.

8.2.4 The Financial Bid shall not include any conditions attached to it and any such conditional financial proposal shall be rejected summarily.

8.2.5 Rate should be quoted / submitted in the BOQ and then uploaded in Excel format without making any changes to the BOQ template.

9. Validity of bids

9.1 **Bid shall be kept valid for a period of 180 days from the date of opening of Bids.**

9.2 Financial bid only of those firms will be opened, who qualify on the basis of the technical evaluation by the TIA & uploaded on the website.

10. Opening of Proposals and Selection Process

10.1 Two bid system will be followed, with technical bids being opened in the first instance. At the time of Technical Bid opening, following documents will be evaluated:-

(i) All documents as demanded and uploaded for technical purpose.

(ii) EMD in full (if applicable),

10.2 As this tender is floated in two bid system, if the numbers of bidders/tenderers qualified in the technical bid is less than three, tender will be invited afresh.

10.3 At the second stage, the financial bids of only technically qualifying bidders will be opened.

10.4 After Commercial Bid Opening, a chart of financial bids with corresponding bidders will be prepared. The least cost proposal will be ranked L-1 and the next higher and so on will be ranked L2, L3 etc.

- 10.5 L-1 Bidder if found fit in all respects, will be awarded AOC (Award of Contract) subject to all preconditions mentioned in this NIT. Bidder(s) selected for AOC will be asked to submit within a given time period, hard copies of documents in original submitted previously online by him/her. Deviation/ discrepancy in these shall lead to rejection of such bid at any stage.
- 10.6 Failure to submit the original hard copies and documents desired from the L-1 bidder within the time period given for the purpose, may be construed as an attempt to disturb the tendering process and dealt with accordingly, legally including blacklisting of the bidder. In such case of rejection, AOC (Award of Contract) may be given to the next higher scorer if found suitable in all respects.
- 10.7 The person or persons whose tender or any other portion of whose tender is accepted will within **five days** of receiving notice of such acceptance, execute an agreement in the form mentioned above & deposit Security Deposit.
- 10.8 Before awarding AOC (Award of Contract) to a bidder, he/she will have to deposit **Security Deposit offline (physically) in the form of FDR.**
- 10.9 If L-1 bidder is unable to assure the supply in whole of the requirements, opportunity shall be given to the next higher scorer for supply at the lowest rate or otherwise, if the latter is found suitable as per specification. The supply order to the worthy bidder selected as per the above procedure, will be given at any time.
- 10.10 TIA reserves the discretionary right to divide the contract to more than one bidder in the light of prevailing tender rules in case more than one bidder is selected as L-1 and found worthy for the contract as per the NIT.
- 10.11 The decision regarding acceptance of tenders will be communicated in due course. No enquiry should be made before that date.

11. Delivery Pattern & Inspections of ATV:

- 11.1 Notwithstanding any stage inspections that the TIA may carry out, pre-despatch inspections of the entire Vehicles complete in all respects shall be carried out by the Inspection Agency of the bidder at the firm's premises for its completeness, quality and conformity with contracted specifications.
- 11.2 The bidder, on being asked, **COMPLETE DELIVERY** of Consignment shall be made at DG's MT Pool, MP Uddyan, Barrackpore, Kolkata-120 or at the place of original deployment of the Vehicles(to be informed later). Pre-despatch note regarding inspections made by the bidder for each supplied ATV shall be submitted with the consignment.
- 11.3 Request from the selected bidder for extension of the date of supply mentioned below shall not be entertained and if the selected bidder does not supply **the full consignment** by the stipulated duration of time, suitable action will be taken against the bidder which includes forfeiture of Security Deposit.
- 11.4 The selected bidder shall have to Complete the supply in the following way **if not directed otherwise:-**
100% supply to be given by 15th September -2017".
- 11.5 *The whole consignment on reaching the Consignee/Buyer's Location in full will be inspected (which includes field trials) by a Committee appointed by TIA for ascertaining any damage, short-supply and non-conformity with the Specifications. Field trials may also be conducted for*

each of the vehicle supplied at the areas of actual deployment or any other suitable place. Vehicle should be readily available for trial by the bidder during the Inspection. Inspection Note issued by the Seller's Inspection Officer at Seller's premises will be also be checked by this Committee.

- 11.6 **Delivery of goods shall not be considered as complete** until each of such goods have been **inspected and passed by the relevant Committee** appointed for the purpose as described in 11.5 above.
- 11.7 If in the opinion of the aforesaid Inspection team of WBP, the Vehicle inspected at the Buyer's place do not found to be worthy as per specifications, **AOC/Contract awarded to the Seller(s) will be treated as void automatically** and suitable action will be taken against the bidder as deemed fit by the TIA which includes forfeiture of Security Deposit.
- 11.8 In the event of failure to supply the goods accordingly by the selected bidder or in the event of clause 11.7 above, goods will be purchased from elsewhere without notice to the bidder and the bidder shall be penalised as per the provisions of this NIT.
- 11.9 TIA also reserves the right to reject/cancel the tender/contract at any stage without assigning any reason thereof and no compensation or interest shall be claimed for this.
- 11.10 Arrangements **for lifting unaccepted ATVs from the delivery/buyer's place should be made by the firms themselves** through their local agents or authorized representatives. West Bengal Police will not take any responsibility of returning unaccepted ATVs in any way.
- 11.11 For payment "Tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017."
- 11.12 In the event of the Seller's failure to submit the Security Deposit /Documents, supply the **complete** stores/ goods and conduct trials, pass the inspection of goods delivered at the consignee's place, installation/Commissioning of Vehicle, training, etc as specified in the NIT/Contract, the Buyer may at his discretion, **withhold any payment** until the completion of the Contract/ all the details and terms and conditions of the NIT.

12. Schedule of the Tender (Dates & Information):

Sl.no	Items	Scheduled date(s)
1	Start of downloading Documents /Tender publishing/floating (online)	27/07/2017,Thursday after 05:00 P.M.
2	Date of holding pre-bid meeting with the prospective bidders	01/08/2017, Tuesday at 12:00.hrs at Bhabani Bhawan, CID Conference Hall, 3 rd floor.
3	Bid submission start date (On line)	01/08/2017, Tuesday after 05:00 P.M.
4	Bid submission closing (on line)	16/08/2017, Wednesday at 05:00 P.M.
6	Date of opening of Technical Bid (On line).	17/08/2017, Thursday at 11:30 A.M.
7	Opening, Signing & Evaluation of documents of Technical Bid at West Bengal Police HQ, Bhabani	18/08/2017, Friday From 11:30 A.M. to 03:00 P.M.

	Bhawan, , 31, Belvedere Road, Kolkata-27.	
8	Date of uploading list of Technically Qualified Bidders (On line)	Will be informed later on.
9	Date of Opening of Commercial Bid (On line)	Will be informed later on.
10	Date of uploading of list of qualified Bidders along with the approved rate on the Website.	Will be informed later on.

- 12.1 The above schedule is tentative and may be changed with information to the concerned bidder.
- 12.2 For any further query, HA, Equipment Branch, WBPD, Bhabani Bhawan, 31, Belvedere Road, Kolkata-700027, (Ph. No. 033-2479-4035/36/56/57) may be contacted during office hours on any working day.

Kolkata
/07 /2017

Addl. Director General of Police
(Establishment), West Bengal

General guidance for bidders for e-Tendering

Instructions/Guidance for prospective bidders for electronic submission of the tenders online to participate in e-tendering.

1. Registration of Bidders:
Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered beforehand with the Government e-procurement system, through logging on to <https://wbtenders.gov.in>. The prospective Bidder is to click on the link for e-Tendering site as given on the web portal.
2. Digital Signature Certificate (DSC):
Each Bidder is required to obtain a Class-II Or Class III Digital Signature Certificate (DSC) from any authorized vendor from Controller of Certifying Authorities, Ministry of Communication & Information technology, Government of India. The Bidder can search & download NIT & Tender Documents electronically from website once he logs on to the website <https://wbtenders.gov.in> even without the Digital Signature Certificate. The soft copies of the tender document are also published in the West Bengal Police website: [w.w.w.policewb.gov.in](http://www.policewb.gov.in).
3. Participation in more than one item:
A prospective bidder shall be allowed to offer rate for multiple items as per his or her choice subject to fulfillment of conditions laid down hereinabove and conforming to his production capacity to be laid down in the tender paper.
5. Submission of Tenders:
General process of submission: Tenders are to be submitted through online to the website <https://wbtenders.gov.in> two folders at a time, one in Technical Proposal & the other in Commercial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded with virus scanned copy, and duly Digitally Signed. The Bidder's documents will be in secure/confidential format in the server as they will be encrypted automatically at Bidder's end during bid submission.

(To be given on Company Letter Head)

Annexure-A

TENDER CONDITIONS ACCEPTANCE LETTER

Date:

To,
**The Director General & Inspector General of Police,
West Bengal,
Bhabani Bhawan,
31, Belvedere Road,
Kolkata-700027**

Sub: Acceptance of Terms & Conditions of Tender.

e-Tender Notice No. WBP/ ATV/ NIT-01/2017-18

Name of Tender / Work: - Supply of All Terrain Vehicles in accordance/congeniality to the specification for West Bengal Police in the current financial year-2017-18.

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely.....as per your advertisement, given in the above mentioned website(s).
2. I have read the entire tender documents (NIT, Annexure, Specifications, other documents) and I / We hereby unconditionally accept and will abide by all the terms and conditions given in various paragraph of NIT for consideration of my application/tender for supply of the goods.
3. The corrigendum(s) issued from time to time by your department/ organisations too have also been taken into consideration, while submitting this acceptance letter.
4. In case any provisions of this tender are found violated, your department / organisation shall be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit and or Security Deposit (in case my firm/agency is selected for award of contract) absolutely and or withhold the payment fully or partly and we shall not have any claim/right against department in satisfaction of this condition.
5. My firm is Original Vehicle Manufacturers (OVM) or Authorised Vendors or Government Sponsored Export Agencies or a supplier in Government/Public/Corporate in similar kind of job or supply of general items (please omit which is not required).
6. All the information submitted for this tender by me on behalf of my firm/agency is correct & in the event of the information submitted by me for participating in this tender is found to be false or fabricated in any manner whatsoever, I may be suspended and/or debarred from the Tender at any stage without being compensated or otherwise.

7. The Tender Inviting Authority shall be at liberty to impose such penalty as it deems fit in case my agency withdraws the bid offered, at any stage of the tender.
8. My Agency will undertake the assignment, in accordance with the Scope & Specifications of Work detailed in the NIT document and at the cost submitted by my agency in the financial proposal.
9. My firm does not owe any amount to the Government in the past and there are no Government dues outstanding against us.
10. We are not blacklisted by any of the Government Organizations / PSUs / Autonomous bodies.
11. My firm is duly registered under the "Indian Partnership Act"(please strikethrough, if not applicable)

Yours Faithfully,

Signature of the Bidder_____

Name (in Bold Letters)_____

Designation_____

Official Seal

Important: In the event of the tender being submitted by a firm or any bidder(s), it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding the "Power of Attorney" authorizing him to do so. Such "Power of Attorney" is to be produced with the Tender and in the Case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the "Indian Partnership Act".