

**West Bengal Zoo Authority
North Bengal Wild Animals Park**

Memo No.574/ E Tender-29 Dated: 23/03/2018 NBWAP, Siliguri.

NOTICE INVITING E TENDER

Notice Inviting e-Tender No 29/**NORTH BENGAL WILD ANIMALS PARK /2017-18** of The Director, North Bengal Wild Animals Park, Jalpaiguri district invites e-tender for the work detailed in the table below. (Submission of Bid through **online**)

List of Schemes: Improvement of surrounding and development of **NORTH BENGAL WILD ANIMALS PARK** at Jalpaiguri district

Sl. No.	Project No.	Name of the Work	Estimated Amount (without contingency) (Rs)	Earnest Money @2% of estimated value (Rs)	Price of Technical & Financial Bid documents & other annex only for L1 at the time of Award of Contract (AOC)	Period of Completion (days)	Eligibility of contractor
1.	SB1	Procurement of 8 Seater Golf Cart/ Sightseeing Bus at NBWAP.	6,00,000/-	12,000/-	1000	15Days	As per clause 5
2.	SB2	Procurement of 6 Seater Golf Cart/ Sightseeing Bus at NBWAP.	5,00,000/-	10,000/-	1000	15Days	As per clause 5

1. In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital signature Certificate. Necessary Earnest Money may be remitted through Demand Draft issued from any Authorized Banks & Banks included in Finance Dept Memo no 6426-F(Y) Kolkata 25/7/12 in favor of the **“Director, North Bengal Wild Animals Park, Siliguri and only scanned copy to be uploaded during online submission of tenders.”** The original Demand Draft against Earnest Money Deposit (EMD) should be submitted physically **only by L1 bidder** vide notification of 2254-F(Y) dt

24/4/2014 at the time of Financial evaluation to the Office of The **Director, North Bengal Wild Animals Park, Siliguri**, West Bengal Zoo Authorities. Failure to submit the said hardcopy by L1 bidder within prescribed time would be considered as attempt to disturb the tendering process and may be blacklisted. No person of Agency /others will be allowed to handover the EMD to the office or drop in tender box by hand or by post. In that case that particular EMD will be treated cancelled.

2. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>
3. Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 9 of instant Tender Notice
4. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the '**Tender Committee**' formed by the **Director, NORTH BENGAL WILD ANIMALS PARK**, West Bengal Zoo Authority, Government of West Bengal. The decision of the 'Tender Committee' will be final and absolute in this respect.
5. **Eligibility criteria for participation in the tender.**
 - a. Only Resourceful/Registered dealer with having experience in similar type of business/works.

[Non-statutory documents]

- b. Credential of earlier supply to Govt. Department Min. Annual turnover with one crore.
- c. Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 17-18 , PAN Card, GST Registration Certificate and Trade Licence are to be accompanied with the Technical Bid Documents.

[Non-statutory documents]

d. The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded, debarred or blacklisted during the last 3 (*three*) years by any Government or PSU. Such abandonment or 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]

6. A prospective bidder shall be allowed to participate in a particular job either in the capacity of individual. The supplying required 8/ seater & 6 Seater Golf Cart/Sightseeing Bus must be capable of moving uneven surface and uphill side with full capacity, and also with solar backup by mounting a photovoltaic (PV) or thin film panel on top of the existing roof or using a (PV) panel as the roof itself & viability of spare parts and nearby service centre.
7. One year regular maintenance with provision of nearest service station, provision of spare parts.
8. The supplier/dealer/firm must have successful timely supply at required place.
9. The number of items may vary depending on actual requirements.
10. Payment is to be made by the bidder before lifting of materials. Prior approval for lifting of materials is to be taken from The Director NBWAP/authorized officer for the work.
11. Bid shall remain valid for a period not less than 90 days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
12. Date and Time Schedule(Sequence of tender)

Sl	Particulars	Date & time
1	Date of uploading of N.I.T. Documents (online) (Publishing Date)	23/03/2018
2	Documents download/sell start date & time (Online)	23/03/2018
3	Bid submission and download start date (On line)	23/03/2018
4	Bid Submission closing (On line)	31/03/2018 (5.30pm)
5	Date of opening of Technical Bid (Online)	03/04/2018
6	Date for opening of Financial Bid (Online)	03/04/2018

13. There shall be no provision of Arbitration. Hence Clause 25 of 2911(ii) stands omitted vide notification no 558/SPW dt. 13.12.2011 of Pr. Secretary, PW & PW (Roads) Deptt. In any dispute, which is even not solved after appealing to Member Secretary, WBZA dispute redressed committee vide GO no 8182-F(Y) Kolkata 26/9/2012 is to be followed
14. The Prospective Bidder shall have to execute the work in such a manner so that steady progress of the work is maintained during execution of work. On failure to do so, penal action against the contractor/bidder will be imposed by the Department as deemed fit. The contractor may quote his rate considering the above aspect.
15. Earnest Money: The amount of Earnest Money @ 2% (*two percent*) of the Estimated Amount put to tender in the shape of Bank Draft of any authorized banks & banks included in Finance Dept Memo no 6426-F(Y) Kolkata 25/7/12 ,Memo no 7791 F(Y) dt 9/11/2015 & other orders thereof drawn in favour of the “**Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri**” payable at Siliguri. This clause is also applicable for all categories of applicants.
16. The Bidder, at his own responsibility and risk is advised to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Financial Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site &

expenditure, if any, shall be at his own expense. This office is not liable for any local problems/hindrances and bidders are requested to follow necessary steps as per Laws & procedure thereof.

17. 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 Department. The Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri, West Bengal Zoo Authorities, 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 Tenderer at any stage of Bidding.
18. Conditional/Incomplete tender will not be accepted under any circumstances.
19. The intending tenderer are required to quote the rate *online*.
20. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 d) Indian Forest Act, 1927 & amendments e) Wildlife (Protection) Act 1972 & amendments of the notification thereof or any other laws relating thereto and the rules made and order issued there under from time to time & all relevant Acts & Rules related to Vehicle/Golf cart..
21. 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.
22. The Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri ,West Bengal Zoo Authorities, Government of West Bengal reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

23. If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Committee within 2 (*two*) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Tender Evaluation Committee.
24. Before issuance of the WORK ORDER, the tender inviting authority will verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
25. 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:
- a. N.I.T.
 - b. Special Terms & Conditions
 - c. Technical Bid
 - d. Financial Bid
26. Qualification criteria: The tender inviting and Accepting Authority through a “Tender Committee” will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria regarding:
- a. Financial Capacity
 - b. Technical Capability comprising of personnel & equipment capability
 - c. Experience / Credential
27. The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in (a), (b) & (c) 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 / tenderer will be rejected at any stage without any prejudice

28. Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly. A Tenderer is required to quote rates in figures as well as in words.
29. The Earnest Money Deposit (E.M.D.) as mentioned in the schedule of Tender should be deposited in form of **Bank draft (scanned copy)** in favour of “**Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri**”. **Only L1 bidder would submit hardcopy of EMD as per direction from this office only.**
30. No extension of time will be allowed under any circumstances. (Except flood, earthquake)Penalty of 1% for delay of 0-15days, 5% for16-30days, 10% above 31 days for time overrun beyond time of completion. After 45 days Authority reserves the right to complete the remaining work by engaging any other agency or utilizing its own source or by any Corporation under Govt. of WB including Forest Development Corporation Ltd.
31. **No damage is to be claimed for any loss due to wildlife or others including rain waters, rivers, soil erosion etc.**
32. The undersigned reserves the right to cancel the agreement at any point of time of execution of the work within the schedule of time of completion of the tendered work. If works are not satisfactory, or delayed or violate any term & condition as per agreement by contractor.
33. Deduction of TCS, GST & Other tax, if applicable shall be made as per rule in vogue. The tender value inclusive of all direct & indirect taxes (GST/Service Tax, etc.)
34. The Security Deposit will be released to the contractor after 36 (thirty six) months from the last date of successful supply etc. all completed, if no defect is noticed within this period. In case of any defect,

the Security Deposit will be forfeited, in addition to any legal action as deemed fit & required.

35. The successful bidders will not assign the work or part of the work to any other contractor/other members other than one employee of his company with issue of identity card.
36. In case of any dispute the decision of the tender committee and or Member Secretary, WBZA will be final and binding.
37. The tender notice along-with all terms & conditions mentioned above will form the part of the agreement to be executed by the tenderer.
38. Rate offered in the estimate is the final and bidder will not have any further claim for any revision, based on field reality.
39. The Tender inviting authority reserves the right to split the work amongst the lowest bidder, based on field reality.
40. The undersigned has the authority to reject any or all Tenders received without assigning any reason thereof.
41. Location of the works will be finalized by the by The Director, NBWAP after joint inspection.
42. For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of works / item itself including description etc. whatsoever as stated in documents, that can't be claimed during agreement or so.
43. Work order will be issued subject to approval from higher Authority.

Director,
NORTH BENGAL WILD ANIMALS PARK,
Siliguri,

Memo No.574/ E Tender-29 Dated: 23/03/2018 NBWAP, Siliguri
Copy forwarded for information to:-

- The Principal Chief Conservator of Forests(HOFF), West Bengal, GOWB
- The Member-Secretary, West Bengal Zoo Authority
- The Executive/Assistant/Sub Assistant Engineer, NBWAP
- Office Display Board
- Office website

Director,
NORTH BENGAL WILD ANIMALS PARK,
Siliguri.

SECTION - A
INSTRUCTION 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 Contractor:

Any contractor 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 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 from the approved service provider of the National Informatics Centre (NIC) or other certified agencies of Government of India 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 contractor 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.

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).

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. Scan copy of EMD
3. Section B- AFFIDAVIT – “Y”

(b). Non-statutory Cover Containing the following documents:

i. N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No. A.5.(a). and Sl. No. A.5.(b). will render the tenderer 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.

1. Tender Evaluation Committee (TEC)1. Tender Committee constituted as per Order of the Director, NORTH BENGAL WILD ANIMALS PARK, WBZA, Department of Forests, Government of West Bengal will function as Chairman of Committee for selection of technically qualified contractors.

2. Opening of tender:

Will be made as per sequence.

3. Opening of Technical Proposal:

Technical proposals will be opened by the Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri, West Bengal Zoo Authorities and his authorized Nodal officer electronically from the website using their Digital Signature Certificate (DSC).

4. Intending tenderers may remain present if they so desire.

5. Cover (folder) for Statutory Documents (Ref. Sl. No. A.5.(a).) Will be opened first and if found in order, cover (folder) for Non-Statutory Documents (Ref. Sl. No.A.5.(b).) will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.

6. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the “Tender Committee”.

7. Summary list of technically qualified tenderers will be uploaded online.

8. Pursuant to scrutiny & decision of the “Tender 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

9. During evaluation the committee may summon of the tenderers & 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 proposals will be liable for rejection.

2. Financial Proposal

1. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate Presenting Above /below / At per) online through computer in the space marked for quoting rate in the BOQ.

2. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor. Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

vi. Penalty for suppression / distortion of facts:

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.

vii. Rejection of Bid:

Tendering Authority 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 such action of Tendering Authority.

viii. 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. The notification of award will constitute the formation of the Contract. 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 Sl.No. 1 of N.I.T. along with requisite cost through Demand Draft / Pay Order issued from any any authorized banks & banks included in Finance Dept Memo no 6426-F(Y) Kolkata 25/7/12 in favor of the Director, NORTH BENGAL WILD ANIMALS PARK, Siliguri of the concerned work within time limit to be set in the letter of acceptance.

Director,
NORTH BENGAL WILD ANIMALS PARK,
Siliguri.

SECTION – B
AFFIDAVIT – “Y”

(To be furnished in Non Judicial Stamp paper of appropriate value duly notarized)

1) I, the under-signed do certify that all the statements made in the attached documents are true and correct. I have all machineries as per NIT & all will be at site during entire period of work. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.

2) The under-signed also hereby certifies that neither our firm M/S..... nor any of constituent partner had been debarred to participate in tender by the any Government Department during the last 5 (*five*) years prior to the date of this N.I.T. I/We have presently..... nos of works in my hand & I would finish the work in time.

3) The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.

4) The under-signed understands that further qualifying information may be requested and agrees to furnish any such information at the request of the Department.

5) Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm/authorized representative of company or society and I would not handover the job to any other person except my employee to supervise.

Signed by an authorized officer of the firm.

Title of the officer

Name of the Firm with Seal

Date: