

**West Bengal Zoo Authority  
Office of The Director  
North Bengal Wild Animals Park**

**Memo No. 223/ E Tender-05 Dated: 04/09/2018 NBWAP.**

**NOTICE INVITING E TENDER**

Notice Inviting e-Tender No 05/**NORTH BENGAL WILD ANIMALS PARK /2018-19** 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: **Souvenir Outlets in the Bengal Safari**

Sl. No.	Project no	Name of the Work	Quoted Amount (monthly) (Rs)	Earnest Money (Rs)	Price of Technical & Financial Bid documents & other annex only for L1 at the time of Award of Contract (AOC)	Period of award (months)	Eligibility of contractor
1	Outlet 3	Outlet of Banaja Items and related products.	As per BOQ	10,000/-	1000/-	18	As per clause 5
2	Outlet 4	4-outlets in the common Rooms. A) Flower & plants /orchids. B) Pottery items. C) Other related product to the natural items. D) Other related product to the natural items.		10,000/- each	1000/-	18	

- In the event of e-filling, intending bidder including Forest Protection Committee 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**

Seal & Signature of Tenderer

Director/NBWAP

**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. 12 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. **Resourceful Reputed Organization / Franchisee of Branded Products, Individual firm, Co-Operative Societies, Forest Protection Committee having following eligibility criteria may participate in the bid.**
  - I. Registration & Valid license
  - II. Minimum 6 (six) months of experience in running of such stall satisfactorily in city/prominent places.
  - III. GST, IT, P Tax registration & current challan
  - IV. Current Trade License
  - V. Police license (where applicable)

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.) Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Minutes of last A.G.M (preferably), valid certificate from A.R.C.S. along with other relevant supporting papers.

6. Description of stall- as per present built up area

Particulars of the outlet area common to all agencies	Measurement of the outlet to be utilized by the agency	Instructions
Outlet within the compound of the park	As per present built-up area of unit outlet	opening and closing of the outlet all inside the garden will be 9.00 am to 5.30 pm (except park closing day) The Electric maintenance (including the dinning space) and bill to be given by Agencies.
<b><u>(A)List of the items for outlet</u></b>  1. Banaja & related products representing the North Bengal identity to visitors.  2. <b>4 nos. outlet in the common room</b> <b>A)</b> Flower & plants/orchids items <b>B)</b> Pottery items <b>C)</b> Other related products to natural items. <b>D)</b> Other related products to natural items.		The Rate should be approved by the park authority.

7. 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.

8. Security Deposit: The tender whose tender will be accepted must enter into an Agreement and shall have to furnish security money deposit equivalent to 2(two) month's license fees. The licensee has to pay the license fee within or before 7<sup>th</sup> day of every month. The security money is liable to forfeiture if the agency fails to deposit license fee as aforesaid within the last day of the respective month with additional charges of **twenty percent of the monthly license fee.**

9. Date and Time Schedule(Sequence of tender)

Sl. No.	Particulars	Date & time
1	Date of uploading of N.I.T. Documents (online) (Publishing Date)	05/09/2018
2	Documents download/sell start date & time (Online)	05/09/2018
3	Bid submission and download start date (On line)	05/09/2018
4	Bid Submission closing (On line)	12/09/2018 (5.30pm)
5	Date of opening of Technical Bid (Online)	15/09/2018
6	Date for opening of Financial Bid (Online)	15/09/2018

10. 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

11. No Mobilization /Secured advance will be allowed.

12. Earnest Money: The amount of Earnest Money 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.

13. 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, space & 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.
14. 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.
15. Conditional/Incomplete tender will not be accepted under any circumstances.
16. The intending tenderer are required to quote the rate *online*.
17. Contractor shall have to comply with the provisions of (a) Food Safety and Standards Act, 2006 (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 thereunder from time to time.
18. 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.

19. 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.
20. 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.
21. 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.
22. 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
23. 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

24. 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
25. 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.**
26. The Security Deposit will be released to the contractor after 18 (eighteen) months from the last date of tenure of work for the project, 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. The Park authority is not responsible for any loss of items by any wildlife. If any damage of the said part is noticed, the agency will be liable to repair it or pay the amount thereof.
27. 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.
28. The contractor is liable to pay the skilled, unskilled and other labour wages & security personnel as per existing rules.
29. Deduction of GST & Other tax, if applicable shall be made as per rule in vogue. The tender value inclusive of all direct & indirect taxes.

30. The successful tenderers will not assign the work or part of the work to any other contractor.
31. In case of any dispute the decision of the tender committee and or Member Secretary, WBZA will be final and binding.
32. The tender notice along-with all terms & conditions mentioned above will form the part of the agreement to be executed by the tenderer.
33. The undersigned has the authority to reject any or all Tenders received without assigning any reason thereof.
34. 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. Allotted space may differ. Only positive Bidded amount be accepted.
35. Work order will be issued subject to approval of fund from higher Authority.

### **GENERAL TERMS AND CONDITIONS**

Bengal Safari offers stall rights to interested parties/firms/agencies/franchisee of branded products for Park area for a period of eighteen months from the date of execution of agreement.

1. (a) Tender should be submitted online for the above spaces along with the following copies of licenses and documents etc.
  - I. Registration & Valid licence
  - II. Minimum 6 (six) months of experience in running of such cafeteria satisfactorily in city/prominent places
  - III. GST, IT,PT registration & current challan
  - IV. Current Trade License



V. Police license (where applicable)

2. The stall will be decorated by the agency as identified by Park authority. Cafeteria within the compound of the Park Actual space may differ a bit.
3. The licensee exhibits any advertisement except displaying his own name in specified place. If the licensee exhibits any advertisement other than his own brand/name in that specified space, his license will be terminated. However Brand name may be displayed in specified space.
5. Without the approval of the Director, North Bengal Wild Animals Park rate/rates of any selling items cannot be increased by the licensee.
6. The usual terms of opening and closing of the stall inside the park will be 9.00 am to 5.30 pm during visiting hours of the zoo as may be decided from time to time.
7. The tenderer must satisfy the Director, North Bengal Wild Animals Park about the hygienic conditions of their products and articles offered for sale.
8. The tenderers are required to quote online in their tenders, the amount of the licence fee per month in English both in figure and in words legibly, which is payable to the garden authorities for stall
9. The successful bidder will not be allow to quit the functioning of the cafeteria before a period of 18 months. If they quit & stop functioning the security deposit will be forfeited. Authority have the right to use that stall to other agencies/use by own resources/further bidding after giving 7 days notice.

10. The Director, North Bengal Wild Animals Park, may terminate the contract earlier by issuing of one calendar month's notice

11. An amount of Rs. 10,000/- (Rupees ten thousand) only in Draft as earnest money shall have to be deposited along with tender which will be forfeited if the successful tendered is unwilling to execute agreement on acceptance of the tender by the Director, North Bengal Wild Animals Park, siliguri

12. The Director, North Bengal Wild Animals Park, Siliguri is not bound to accept the highest or any tender and will be at liberty to fix the license fee. **No conditional tender will be considered.**

13. The tender whose tender will be accepted must enter into an Agreement and shall have to furnish security money deposit equivalent to 2(two) month's license fees. The licensee has to pay the license fee within or before 7<sup>th</sup> day of every month . The security money is liable to forfeiture if the agency fails to deposit license fee as aforesaid within the last day of the respective month (except initial 2 months) with additional charges of **twenty percent of the monthly license fee.**

14. The license fee will not include any other charges for running the business of stall. The licensee shall have to bear all such charges e.g. electricity and water etc. if any. The Bidder have to bear the electricity charges of AC for the said outlet area (if used) and will have to pay the charges including charges of DG set for this.

**15.** The license fee fixed by the Director, North Bengal Wild Animals Park, will be payable at the office of the North Bengal Wild Animals Park, as per terms and conditions of the contract.

16. The license fee will not include any other charges for running the business. The firm shall have to bear all such charges required for conducting their business.

17. The licensee, cannot be assigned or sublet in whole or in part to anyone else.

**18.** stall decoration should be made at the cost of the successful tenderer subject to approval of designs by the authorities of this Park at the sites mentioned here above.

19. No relaxation in license fee will be given to the successful license for the loss time required for creation o f the outlet/stall

**20.** The agency besides paying the quoted bid price to the North Bengal Wild Animals Park will be liable to pay such other Government dues/fees as well as be levied to such authority on his own responsibility without burdening the North Bengal Wild Animals Park on that account.

21. Beyond the mentioned area if the licensee wants to put any kiosk/space should have to take permission from the undersigned.

22. Taxes & other charges(if any) as applicable by Govt. time to time will have to nearby the licensee.

23. The decision of the Director, North Bengal Wild Animals Park, will be final and binding in all the cases.

24. Extension of area or creation of additional kiosk/stall outside the outlet will not be permitted.

25. The licensee will be liable to make the damages caused to the property of the park, if any, during the execution/creation of the outlet, the full liability and responsibility will also lie over the agency due to any damage to the property, animal or human due to any unforeseen incident/accident caused by the said outlet.

26. Separate private Meter for consumption of electricity in the outlet area may be installed by the successful tenderer at their own cost before commencement of their business. Electricity consumption of the dining area, common area have to be bear by each successful agency

28. All dispute in any matter arising out of this tender shall be settled by the Director, NBWAP.

29. Successful tenderer is required to execute an agreement with the tendering authority before commencement of business as per usual procedure. For promotion of tourism any additional clause may be added from time to time.

DIRECTOR,  
NORTH BENGAL WILD ANIMALS PARK,  
SILIGURI.

**Memo No. 223/ E Tender-05 Dated: 04/09/2018 NBWAP.**

Copy forwarded for information to:-

- The Member-Secretary, West Bengal Zoo Authority
- The Executive/Assistant/Sub Assistant Engineer/Assistant Director 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,  
West Bengal Zoo Authority

Seal & Signature of Tenderer

Director/NBWAP

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

Seal & Signature of Tenderer

Director/NBWAP

during the last 5 (*five*) years prior to the date of this N.I.T. I/We have presently....  
nos of outlets under my/our control since 3 years & following all rules thereof.

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:

Seal & Signature of Tenderer

**Signature Not Verified**

Digitally signed by Arun Kumar  
Mukhopadhyay, Director/NBWAP  
Date: 2018.09.05 17:18:24 IST  
Location: West Bengal