

**GOVT OF WEST BENGAL
OFFICE OF THE SUPERINTENDENT
DESTITUTE HOME
UTTARPARA, HOOGHLY**

**(NOTICE INVITING PRE QUALIFICATION-CUM-TENDER (TWO COVER SYSTEM)
(E-Procurement)**

NIT No: 295/DH/2018-19

Date: 19.09.2018

For and on behalf of the Office of the Superintendent, Destitute Home for Girls, Uttarpara, Hooghly invites Tender on "Item Wise Rate Basis" for each of the following items, **GROUP-I (Sl. No 1.1 to 1.47), Group-II (Sl. No 2.1 to 2.67), Group-III (Sl. No 3.1 to 3.20), and Group-IV(Sl. No 4.1 to 4.40)** by two cover system.Pre-qualification documents in a separate cover and Bid document with schedule rate in another cover are to be submitted by the qualified Agencies/Suppliers satisfy the terms and conditions set out in pre-qualification document.

Sl No.	Name of the items	Variety & Quantity	Quantity	Call no.	Time Period
1	2	3	4	6	8
1	Group I	Good & fresh	Per Kg.	1st Call	For 365 days
1.1	Rice(Swarnamasuri)	do	do		
1.2	GobindaBhog Rice	do	do		
1.3	Atta	do	do		
1.4	Moida	do	do		
1.5	Chira	do	do		
1.6	Muri	do	do		
1.7	Sugar	do	do		
1.8	Gur		do		
1.9	Suji (Ganesh)	% of rebate on MRP	do		
1.10	Ground Nut(Roasted)	Good & fresh	do		
1.11	Chola(Kancha)	do	do		
1.12	Chattu (Ganesh)	% of rebate on MRP	500 gram packet		
1.13	Chola(Roasted)	Good & fresh	Per Kg		
1.14	Musur Dal(Big)	do	do		
1.15	Mug Dal	do	do		
1.16	Motor Dal(Small)	do	do		
1.17	Chola Dal	do	do		
1.18	Mug Karai	do	do		
1.19	Mustard Oil(Fortune)	do	15 kg per tin		
1.20	Refined Oil(Fortune)	% of rebate on MRP	Per Lt		
1.21	Motor Gota	Good & fresh	Per Kg		
1.22	Dry Chillies	do% of rebate on MRP	do		
1.23	TejPata	Good & fresh	do		
1.24	Garam Masala(Cookme/Sunrise/Everest)	% of rebate on MRP	50gm pkt		
1.25	Hing(gota)	Good & Fresh	Per100gm		

1.26	Salt iodised(Tata)	% of rebate on MRP do	Per Kg.
1.27	Halud Dust (Cookme/Sunrise/Everest)	% of rebate on MRP	do
1.28	Halud Gota	Good & Fresh	do
1.29	Kalo Jeera	do	do
1.30	Posta(Sunrise)	% of rebate on MRP	do
1.31	Jeera Gota	Good & Fresh	do
1.32	Besan	do	do
1.33	Bit noon Powder	do	do
1.34	Panch-Foron	do	do
1.35	Nutrela-Soya Chunks	% of rebate on MRP do	do
1.36	Khoi	Good & fresh	do
1.37	Chanachur	do	do
1.38	Chawmin	do	do
1.39	Bread	% of rebate on MRP	Per 400 gm
1.40	Milk Doubletoned(Mother Dairy/Metro Dairy/Amul)	% of rebate on MRP	500 gr. packet
1.41	Musterd Seed(White)	Good & fresh	Per Kg
1.42	Musterd Seed(Black)	do	do
1.43	Sabu	do	do
1.44	Tea Leaf(Tata Agni)	% of rebate on MRP	do
1.45	Biscuit(Anmol Marie)	% of rebate on MRP	500 gr. packet
1.46	Dhonia Gota	Good & fresh	Per Kg
1.47	Papad (Madhuri)	% of rebate on MRP	do
2	Group II		
2.01	Eggs(Poultry)	Good & fresh	Per pc.
2.02	Chicken (Broiler)	do	Per kg
2.03	Hilsa Fish	do	500g each
2.04	Fish (Ruhi)- Katapona	do	Per kg
2.05	Fish (Katla) - Katapona	do	do
2.06	Fish - Telapiya	200 gr. each	do
2.07	He Goat Meat	Good & fresh	do
2.08	Fish - Chunamach	Do	do
2.09	Potato	do	do
2.10	Onion	do	do
2.11	Ginger	do	do
2.12	Garlic	do	do
2.13	Green Chillies	do	do
2.14	LalDanta with Lalsakh	do	do
2.15	PuiSak	do	do
2.16	Oll	do	do
2.17	Peyaj kali	do	do
2.18	Kankrol	do	do
2.19	Patal	do	do

2.20	Radish	do	do
2.21	Barbati	do	do
2.22	Cabbage	do	do
2.23	Cauli Flower	do	do
2.24	PalangSak	do	do
2.25	KalmiSak	do	do
2.26	Seem	do	do
2.27	Beet	do	do
2.28	Carrot	do	do
2.29	Gourd	do	do
2.30	Pumpkin	do	do
2.31	Tomato	do	do
2.32	OllCoppo	do	do
2.33	Brinjal	do	do
2.34	Kundri	do	do
2.35	Chichingre	do	do
2.36	Ladies Finger	do	do
2.37	Papaya Green	do	do
2.38	Green Pea	do	do
2.39	Lemon (Pati Labu)	do	do
2.40	Tentul (Without secel)	do	do
2.41	Capsicum	do	do
2.42	French Bin	do	do
2.43	Green Plantin	do	do
2.44	Karola	do	do
2.45	Cucumber	do	do
2.46	Chal Kumbra	do	do
2.47	Jhinga	do	do
2.48	Mukhi Kochu	do	do
2.49	Chichinga	do	do
2.50	Bari (Motor Dal)	do	do
2.51	Paneer	do	do
2.52	Sweet Mango (Ripe Himsgar)	do	do
2.53	Bannana (Singapuri)	do	do
2.54	Apple	do	do
2.55	Cucumber	do	do
2.56	Lichu	do	do
2.57	Orange	do	do
2.58	Guava	do	do
2.59	Water melon	do	do
2.60	Sarbati Lebu	do	do
2.61	Rossa Golla	do	do
2.62	Sandesh	do	do
2.63	Bodey	do	do
2.64	Gilipy	do	do
2.65	Gaja	do	do
2.66	Singara	do	Per pc
2.67	Tiffin Cake (Bapuji)	do	do
3	Group III		
3.01	Coconut oil(Uttam)	% of rebate on MRP	100ml
3.02	Colgate Paste(Cibaca)	% of rebate on MRP	50gm tube
3.03	Phenyle(Bengal chemical Black)	% of rebate on MRP	5 litre jar

3.04	Harpic	% of rebate on MRP	500ml		
3.05	Bleaching powder	Good & fresh	25 kg bag		
3.06	Muriatic Acid	% of rebate on MRP	Per Lt.		
3.07	Chappal (Ajanta)	% of rebate on MRP Do	Pair		
3.08	Shoe(Ajanta)	% of rebate on MRP	Pair		
3.09	Margo/Neem Soap(Big)	% of rebate on MRP	Pcs		
3.10	Detergent powder (Wheel/Nirma)	% of rebate on MRP	Per Kg		
3.11	Broom Stick(Coconut)	Good & fresh	do		
3.12	Jhuljhara	Do	Pcs		
3.13	Match box	% of rebate on MRP	dozen		
3.14	Soda	% of rebate on MRP	Per Kg		
3.15	Washing soda (Safad)	Good & fresh	800 gm. packet		
3.16	Tooth Brush(Colgate)	% of rebate on MRP	pcs		
3.17	Vim dish wash	% of rebate on MRP	750gm		
3.18	Shampoo (Vivel)	% of rebate on MRP	Pouch packet		
3.19	Sanitary Napkin(Whisper Extra Large)	% of rebate on MRP	Per Packet		
3.20	Slaked lime	Good & fresh	kg		
4	Group IV				
4.01	Dista Khata	Good Quality	rim		
4.02	Ful Scape Paper	Do	rim		
4.03	Scrap Book	Do	500gm		
4.04	Practical Paper (Pioneer)	% of rebate on MRP Do	Per Kg.		
4.05	Art Paper(Good Qlt.)	Good Quality	Per Pc		
4.06	Cellophane Paper (Good Qlt.)	Do	do		
4.07	Bound Register - 8 No.	% of rebate on MRP	do		
4.08	Bound Register - 10 No.	% of rebate on MRP	do		
4.09	Bound Register - 12 No.	% of rebate on MRP	do		
4.10	Bound Register – 16 No.	% of rebate on MRP	do		
4.11	Attendance Register	% of rebate on MRP	100 pages		
4.12	Computer Paper – A4	% of rebate on MRP	500 Pages		
4.13	Computer Paper – Legal Size	% of rebate on MRP	500 Pages		
4.14	Pen – Agni 4G	% of rebate on MRP	Per dozen		
4.15	Wood Pencil (Nataraj)	% of rebate on MRP	Do		

4.16	Stapler - Kangaroo	% of rebate on MRP	Per Pc		
4.17	Stapler Pin	% of rebate on MRP	Per packet		
4.18	Gems Clip - Novex	% of rebate on MRP	do		
4.19	Fevigum - Pidilite	% of rebate on MRP	pcs		
4.20	Fev i stick Arthline	% of rebate on MRP	do		
4.21	White Board Marker(Artline)	% of rebate on MRP	do		
4.22	Tala(Link)	% of rebate on MRP	Per packet		
4.23	Electric Bulb(Philips)60/100 W	% of rebate on MRP	Per pcs		
4.24	CFL (Philips) – 14W	% of rebate on MRP	do		
4.25	Tube Light (Philips) – 40W	% of rebate on MRP	do		
4.26	Chock for Tube Light	Good Quality	do		
4.27	Starter for tube Light (Philips)	do	do		
4.28	Iron Utensil	do	Per Kg		
4.29	Aluminum Utensil	do	do		
4.30	Candle	do	Per pcs		
4.31	Plastic Balti	do	do		
4.32	Nylon Mug	do	Dozen		
4.33	Drum (Waste Bin)	do	Per pcs		
4.34	Plastic Bucked – DEEPAK	do	do		
4.35	Drain Brush	do	do		
4.36	MOP Brush	do	do		
4.37	Wire brush with Handle	do	do		
4.38	Round-up Grass killing Medicine (Monsanto)	% of rebate on MRP	Per Kg bottle		
4.39	Scissors – Large	% of rebate on MRP	Per pcs		
4.40	Scissors - Small	% of rebate on MRP	do		

Intending bidders may download tender documents from e-procurement portal of District Magistrate, Hooghly of website www.wbtenders.gov.in from **25.09.2018 From 12.00** Hours The pre-qualification and bid documents duly filled in all respect should be submitted online through our e-portal before **09.10.2018 upto 13.00** Hours. Office of the Superintendent, Destitute Home, Uttarpara, Hooghly does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. for **on-line** bids. The pre-qualification documents alone will be opened at **11.10.2018 From 13.00** Hours, by the **Sub Divisional Magistrate & Sub Divisional Officer, Serampore** in presence of available bidders present.

The financial bid document of the technically qualified bidders will be opened for evaluation and selection of qualified bidders will be notified later, and the other bid documents will be unopened. If the dates are changed due to un-avoidable circumstances intimation will be given in website and office notice board.

No individual intimation will be issued in this connection.

Eligibility Criteria for Participation in tender & Information to Bidders.

1. The prospective bidder must be bonafied agencies/Suppliers who have the credential of satisfactory completion as a prime agency during the last 3(three) years from the date of issue of

- this Notice of similar nature of Suppliers having a magnitude of 40(forty) percent of the Quoted Amount under authority of State Government/Central Government/State of Central Government Undertaking/Statutory bodies constituted under the state of the Central/State Government.
2. Self-attested copies of Trade License, Pan Card, Professional Tax Clearance Certificate, up to date IT Return (SaraI), GST Enrollment Certificate & last quarter Return must be up loaded in appropriate folder and other papers and submit the same with full address of the authorized persons to sign the tender documents along with technical Bid papers. The intending tenders should furnish a list of works executed by them/him/her of similar nature and magnitude as mentioned above with necessary certificate from the concerned Government authority/Government body regarding satisfactory performance of such works to be submitted at the time of receiving tender. In absence of the above details tender may not be accepted.
 3. During scrutiny of Technical Bid/Tender documents if it is found that any information is incorrect the technical bid/tender documents will be rejected without assigning any reason thereof. The Tender Committee for Destitute Home , Uttarpara, Hooghly will have sole discretion to decide the eligibility of, the agencies/suppliers on the basis of his submitted documents and evaluation and reserves the right to refuse any explanation to the suppliers without assigned any reason thereof and the decision of the tender committee for DESTITUTE HOME, Uttarpara, Hooghly, will be final in this respect. All papers will be verified with original papers as and when required.
 4. Intending bidders have to submit their bid on line through e-procurement (two covers system) portal www.wbtenders.gov.in. The earnest money Rs. 5000/- (five thousand) should be deposited through bank draft in favour of the Office of the Superintendent, DESTITUTE HOME, Uttarpara, Hooghly . The scanned colour copy of bank draft (subscribing the NIT no. and Sl. No. by the suppliers/his representatives over it) of participation charge and the earnest money must be uploaded in the appropriate folder.
 5. Bids from joint venture are not allowed.
 6. The intending bidders should know the fact that the rates in the BOQs are inclusive all duties, taxes, royalties, cases,
 7. In this no arbitration will be allowed.
 8. All the related documents are to be produced IN ORIGINAL to this office as and when asked for.
 9. No mobilization/secured advance will be allowed to selected agency.
 10. The intending bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 05(five) years, such abandonment or rescission will be considered as disqualification towards eligibility, declaration in this respect has to be furnished by the intending bidders in the form of affidavit without which the bid will be treated as cancelled.
 11. **In usual case the bidder who will offer the lowest tender amount, i.e., the amount which will obtain from the summation of the amount of coming from each items, will be successful tender (later on call as suppliers) subject to the condition that the tender committee for Destitute Home , Uttarpara, Hooghly will make ready reference of the prevailing average local market rate as supplied by the office of the Agricultural Marketing Officer, and will have full discretion for acceptance and rejection after comparing the rate quoted by the lowest bidder and the rate of the local market.**
 12. **The above selection will be made among the bidders who will qualify the technical bid, but it is also to be noted here that the tender committee for Destitute Home , Uttarpara, Hooghly; reserves the right to accept or reject any or all tender(s) without assigning any reason.**

Documents to be enclosed along with the tender:

- I. Pan card.
- II. Trade License
- III. Provisional Tax clearance certificate.
- IV. Up to date IT returns (SaraI).
- V. GST enrollment Certificate
- VI. Last Quarter Return (GST).

- VII. Credential certificate of the work which the tenderer intended to furnish as support of proof of experience.
- VIII. In case of partnership firm/registered agencies/suppliers the intending tenderers are requested to submit the copy of the DEED of partnership/relevant documents in support of proof of so.

Terms and Conditions:

1. All the intending tenderers are requested to visit the sites of works prior to submission of the tender at their own effort and interest.
2. This notice inviting tender will be treated as a part of the tender documents.
3. In case of any day, meant for this tender, appears to be an unscheduled holiday, the next working day will be treated as scheduled/prescribed day for the same purpose.
4. No materials will be issued by the Superintendent Destitute Home , Uttarpara, Hooghly
5. No preconditioned tender will be accepted.
6. All the rates of works are inclusive of all taxes, cess, levy, octroi, royalty, transportation, loading unloading, stacking, etc including all other incidental charge therein.
7. The successful tenderer, herein after called the suppliers, will have to execute an agreement on non-judicial stamps worth Rs. 20.00 only.
8. Time & cost over-run will not be permitted. Prior to execution of contract deed by the successful tenderer shall have to deposit with the authorities as Rs. 5000/- (Five thousand) only as security money. It is to be in bank draft/NSC place in favors of the Superintendent, Destitute Home , Uttarpara, Hooghly.
9. **Selected tenderers will have to supply articles** of good quality and in strict conformity with the **specifications** laid down in tender in presence of the representatives of the superintendent, Destitute Home , Uttarpara, Hooghly. The articles if rejected will have to be removed by the suppliers within **24** hours of being informed of such rejection.
10. The articles will have to be supplied within two days of placing order and failing which necessary penalty will be imposed. The articles will have to be supplied on a net weight basis and packaging is not returnable. The articles will be supplied to the store of the undersigned. **Green vegetables, Meat, Fish, Egg, Milk, Muri, Banana etc. must be supplied at 8-30 am in the morning daily and the other articles at 11-00 am daily.**
11. **Intending tenderers should supply sample of the above mentioned items during opening of tender.**
12. Necessary deduction towards tax, cases and other misc. will be made as per Govt. norms.
13. Sub-allotment of work under any circumstances will not be permitted.
- 14 **Any bill (running account /final) payment of propose executed Wormy be made to agency as per availability of fund.**

**15. No prayer/ representation to enhance the contracted rate of any
Articles during the contracted period will be entertained**

16. The agreement shall come in to force w.e.f. 1st November,2018 and shall remain valid for One year, that is up to 31st October,2019. The agreement can be extended up to 6(six) Months or such shorter as the Sub- Divisional, Serampore the Chairman of the Tender Committee of Uttarpara Destitute Home may direct in exigencies of public Service.
17. Tender form may be filled in English or Bengali and rates must be quoted in figures and Words.
18. No tender with over writing or with conditional rate.
19. The earnest money of the unsuccessful Tenderers will be return within a fortnight from he date of opening and/or successful tenderers sighed the contact deed in submission of security deposit.
20. Adulterated article shall not be accepted in any way, if found any Adulterated, payment of such article will not be made and the appropriate action will be taken .
21. The Co-operative societies should furnished relevant Govt. order regarding exemption From payment of Earnest /Security money. The Co-operative societies should also furnish their registration certificate, area of operation and nature of business certificate issued by the competent authority . Xerox copy of by-law should be enclosed along with the tender form.
22. The tender will be opened by the sub-divisional Officer, Serampore as Chairperson, Tender committee the final acceptance of the tender will be approved be the tender committee of this Home.
23. If in the opinion of the tender committee of this Home, a contractor is found guilty or mis-conduct or fraud or unsatisfactory execution of contract, The Superintendent shall have the liberty to terminate the contractor after 7 days' notice. From the date she can make such other arrangement as she may deem necessary and the contractor shall not be entitled to clime any damage or compensation and the excess payment if any has to claim made as dis purchase or local purchase or for taking supply for new contractor after this termination will be realized in full from the defaulting contractor's pending bills and the security money.
24. Challans in triplicate with the date and Indene number must be produced during the supply of articles, one copy of which will be sign by the recipient and return back to the supplier. This signed challan copy and two photo copies of the supply order we have to be submitted along with the bill immediately after completion of the supply.

Superintendent
Destitute Home ,
Uttarpara, Hooghly

Copy forwarded for information to:

1. The District Magistrate, Hooghly
2. The Sub-Divisional Officer, (Sadar) Serampore, Hooghly.
3. The District Social Welfare Officer, Hooghly.
4. The Deputy Chief Medical Officer, Hooghly
5. The Asstt. Director of Agriculture Marketing, Hooghly
6. The Inspector of accounts of the Directorate of social Welfare, Juvenile court Building, sector-1, Saltlake city, Kol-700064
7. Sri/Smt. _____, District Planning Officer, Hooghly. She is requested to kindly make Necessary arrangement to upload the matter.
8. The Superintendent Destitute Home , Uttarpara, Hooghly.
9. The District Informatics Officer, Hooghly-with request to upload the notice in the Official website of Hooghly for wide publicity.
10. The District Information & Cultural Officer, Hooghly for Wide publicity.
11. The Chairperson, Uttarpara-Kotrang Municipality.
12. The Post Master, Uttarpara Head Post office.
13. Notice Board.
14. Office copy.

Superintendent
Destitute Home ,
Uttarpara, Hooghly

Prequalification Form
GOVT OF WEST BENGAL
OFFICE OF THE SUPERINTENDENT
DESTITUTE HOME,UTTARPARA,HOOGHLY

Memo no. _____

Date. _____

To,
The District Information & Cultural Office,
Hooghly.

Sub: Publication of e-Tender Notice for Destitute Home, Uttarpara, Hooghly

Sir,

Enclosed please find one e-Tender Notice for purchasing of Grocery, vegetable, medicine & misc. Articles for Home inmate of Destitute Home , Uttarpara, Hooghly for the period November'18 to October'19.

You are hereby requested to arrange for its publication in well-circulated leading Newspaper in English, Bengali within _____.

Each copy of the said publication may please be sent to this Office for record.

All expenditure for this purpose will be borne by us.

Thanking You.

Yours faithfully

Superintendent
Destitute Home ,
Uttarpara, Hooghly

Memo no. _____

Date. _____

Copy forwarded to the Chairperson of the Tender Committee & the Sub-Divisional Officer, Serampore, for kind information & necessary action.

Superintendent
Destitute Home ,
Uttarpara, Hooghly