

ANANDADHARA – District Office  
District Mission Management Unit &  
DISTRICT RURAL DEVELOPMENT CELL  
NORTH 24-PARGANAS Z.P.(ANGANA BUILDING, 2<sup>ND</sup> FLOOR)  
(Under the Administrative Control of Panchayat & Rural Development Deptt.,  
Government of West Bengal) K.N.C. Road, Barasat, Kolkata-700124.  
Phone: (033)2552-3037/2584-2272, Fax: (033)/2562-5373, E-mail: pddrdc@gmail.com



Memo No: 1136 -I- 345/2022-23/DRDC

Dated: 17/07/2023

To  
The DIO, NIC  
North 24 Parganas

**Sub: Uploading of E-Tender Notice**

You are hereby requested to Upload the E-Tender Notice vide NIT No- PD DRDC/ E-Tender/03 Dt. 17/07/2023 for Transportation of SHG products under office of the Project Director, DRDC, North 24 Parganas on District Website i.e., [www.north24parganas.gov.in](http://www.north24parganas.gov.in) on 18.07.2023 by 4 PM.

Project Director, D.R.D.C. &  
Addl. District Mission Director, D.M.M.U.,  
North 24-Parganas Zilla Parishad

Memo No. 1136 (4)-I-345/2022-23/DRDC  
Copy forwarded for information & necessary action to:-

Dated: 17/07/2023

1. The SMD & CEO, WBSRLM
2. The DPD(Acts), DRDC, North 24 Parganas.
3. The HC, DRDC, North 24 Parganas.
4. CA to District Magistrate, North 24 Parganas for placing before the Authority.

Project Director, D.R.D.C. &  
Addl. District Mission Director, D.M.M.U.,  
North 24-Parganas Zilla Parishad

**Notice Inviting Tender for Transportation of SHG products**

DRDC North 24 Parganas District invites tenders from the bonafied & reputed Transport Company / Packer & Movers/Courier Agency having All India Permit for transportation of SHG products from North 24 Parganas District to any place in India for attaining Fair/Exhibition and after completion the Fair/Exhibition the unsold products return at North 24 Parganas. The contract will be valid for the period of one year from the date of signing the contract, and the date may be extend on the basis of satisfactory service. The Bids of the bonafied bidders will be evaluated based on the criteria of offering the lowest rate of hiring charges. The tender schedule as follows:-

**2. Date and Time Schedule of e-Tender:**

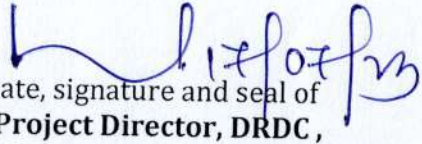
Sl No.	Particulars	Date & Time
1	Date of publishing N.I.T. & other Documents online	18/07/2023, 4 P.M
2	Online documents download start date	18/07/2023, 4 PM
3	Online documents download end date	07/08/2023, 5 PM
4	Online Bid submission start date	18/07/2023, 5 P M
5	Dates for submission of Earnest Money	18/07/2023 to 04/08/2023
6	Online Bid Submission closing date and time	07/08/2023, 5:00PM
7	Online Bid opening date for Technical Proposals	10/08/2023, 12:00 Noon
8	Date of online uploading list for Technically Qualified Bidders	To be notified later
9	Date of online opening of Financial Proposal	To be notified later

In the event of any of the above-mentioned dates being declared as a holiday for the e-tender inviting authority, the bids shall be opened on the next working day at the scheduled time.

The bid submitted should be addressed to the tender inviting authority, i.e. to the Project Director, DRDC. North 24 Parganas District.

Bidders may download the e-tender enquiry document from the websites <https://wbtenders.gov.in/nicgep/app> , [www.north24parganas.gov.in](http://www.north24parganas.gov.in) Any subsequent notice regarding this e-tender shall be uploaded on these two websites only. Bidders are requested to check these two websites regularly for this purpose.

The e-tender shall be evaluated under the two-bid system, i.e. through evaluation of technical and financial bids uploaded by the bidder online on the e-tender website of <https://wbtenders.gov.in> .

  
Date, signature and seal of  
**Project Director, DRDC ,**  
**North 24 Parganas, Zilla Parishad**

**Memo No :**

**Date**

Copy forwarded for information & necessary action to:-

- 1) The SMD&CEO,WBSRLM.
- 2-6) The ADM, (Basirhat) /(LR)/ (G)/(T)/ (Panchayet),North 24 Parganas.
- 7) The Secretary, Zilla Parishad, North 24 Pargans.
- 8-11) The SDO, Barasat/Barrackpore/Basirhat/Bongaon/ Bidhannagar for information.
- 12) The NDC, North 24 Parganas
- 13) The Treasury Officer, Barasat Treasury -I, North 24 Parganas.
- 14-17) All DPDs , DRDC, North 24 Parganas.
- 18) The HC, DRDC, North 24 parganas
- 19) The CA to the DM, North 24 Parganas for placing before the Authority.

  
Date, signature and seal of  
**Project Director, DRDC ,**  
**North 24 Parganas, Zilla Parishad**

**Annexure-I**  
**TECHNICAL BID**

SL NO	PARTICULARS	Details to be fill up / Document to be attached	Submitted Y/N
1	Name of Company/Proprietor		
2	Address of the Bidder with mobile no		
3	NIT No with date		
4	Tender Application Form( Annexure-III)		
5	Photocopy of PAN		
5.1	Photocopy of AADHAR		
6	Legal entity of the bidder wheather Firm / Society / Company / other entity 1) Registration No:		
7	Details of past experience providing vehicle on hiring to Govt/ PSU/ Reputed Pvt. Organization (Pls give credential), if any.		
8	Details of transportation		
8.A	Mode of Transportation		
8.B	All India Permit No		
8.C	Trade License No		
9	EMD in the form of NEFT	Original	
10	Terms & Condition ( Annexure-II)	Must be signed in original	

(Signature with date)  
(Name, designation, seal of authorized person to sign bid for and on behalf of Bidder)

## Annexure-II

Following terms and condition are to be followed by the Bidder

1. Registered in State of West Bengal. Preferably North 24 Parganas.
2. The freight charges will be paid on submitting the invoice vouchers properly certified by the DMMU office.
3. Transit insurance coverage has to be borne by the Bidder. Bidder must have ALL India Permit. In case of octroi charge imposed the transporter is liable to pay the amount.
4. No carrying /Loading /unloading Charges will be paid extra.
5. Bidder is liable to pay any kind of damage, pilferage, and delayed delivery of goods exact amount will be compensated against the claim by the undersigned.
6. The Bidder has to bear the insurance coverage of the goods if required.
7. The Bidder must have credentials for doing same type of government work (At least 3 successfully completion certificate or work orders of SARAS Mela).
8. The bid has to be dropped as per prescribed format.
9. No advance payment will be made from this end.
10. Payment will be made after satisfactory completion of the requisite works.
11. The bidder will be responsible to ensure the availability of vehicle and place of reporting will be allowed (both ways inclusive).
12. The bidder will be responsible for all the repair and maintenance/ taxes and certification and fees and fines in respect of the vehicles and all the papers of the vehicles should be up to date.
13. The Tender Committee DMMU, North 24 Parganas reserves the right to accept any quoted rate(s) suitable for user. Besides, reserves the right to accept or cancel any Tender(s) without assigning any reasons thereof.

### 14. Earnest Money Deposit (EMD)

- 14.1 The amount of Earnest Money to be submitted shall be Rs. 5000/- (Five Thousand ) only. (The amount of EMD shall be approximately equal to 2% (two percent) of the estimated bill value or paid bill value by the office in the current month or the previous month, rounded off to the nearest multiple of Rs.100/-.)

Deposit of the earnest money will be as follows -

SL.No	Name of the Unit	Earnest Money
01.	Office of the Project Director, DRDC	Rs.5000/-

- 14.2 The earnest money shall be denominated in Indian Rupees.

### 14.3 Deposition of earnest money:

- a) **Net Banking** (any of the banks listed in the ICICI Bank gateway) in case of payment through ICICI bank Payment Gateway.

- b) **RTGS/NEFT** in case of offline payment through bank account in any bank.  
Bank A/c Details of DRDC

Name of the Bank - Bangiya Gramin Vikash Bank  
Name of the Account - MRS 24PGS Zilla Parishad DRDC  
A/c No - 5116010003560  
IFSC - PUNBORRBBGB

#### 14.4 Payment by Net Banking:

- a) On selection of net banking as payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a UNIQUE ID) where he will select the bank through which he/ she wants to do the transaction.
- b) Bidder will make payment after entering his/her Unique ID and password of the bank to process the transaction.
- c) Bidder will receive a confirmation message regarding success / failure of the transaction.
- d) If the transaction is successful, the amount paid by the bidder will get credited in the respective pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R N Mukherjee Road, Kolkata for collection of EMD / Tender fees.
- e) If the transaction is failure, the bidder will again try for payment by going back to the first step.

#### 14.5, Payment through RTGS/ NEFT:

- a) On selection of RTGS/NEFT as the payment mode , the e-procurement portal will show a pre-filled challan having details to process RTGS/NEFT transaction.
- b) The bidder will print the challan and use the pre-filled information to make RTGS / NEFT payment using his bank account.
- c) Once payment is made , the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT / RTGS process to complete , in order to verify the payment made and continue the bidding process.
- d) Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- e) But if the payment verification is unsuccessful, the amount will be returned to bidder's account.

#### 14.6. Refund / Settlement Process:

- a) After opening of the bids and technical evaluation of the same by the tender inviting authority (TIA) through electronic processing in the e-Procurement portal of the State Government, the TIA will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders , to ICICI Bank by the e-Procurement portal through web service.
- b) On receipt of the information through e-Procurement portal , the Bank will refund , through an automated process , the EMD of the bidders disqualified at the technical evaluation to the respective bidder's bank account from which transaction was made. Such refund will take place within T+2 Bank Working Days ( Where T means the date on which information on rejection of bid is uploaded to e-Portal by the TIA.)
- c) Once the Financial bid evaluation is electronically processed in the e-Procurement Portal, EMD of the technically qualified bidders other than that of L1 & L2 bidders will be refunded, through an automated process, to the respective bidders' bank account from which payment was made. Such refund will take place within T+2 Bank working days. However, the L2 bidder should NOT BE REJECTED till the LOI (Letter of Intent) process is successful.
- d) If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement Portal , EMD of the L2 bidder will be refunded through an automated process ,to the his bank account from which payment was made . Such refund will take place within T+2 Bank working days.( Here T means the date on which information on Award of Contract to the

L1 bidder is uploaded in the e-Procurement Portal by the TIA)

e) As soon as the L1 bidder is awarded the contract and the same is processed electronically in the e-Procurement Portal :-

f) EMD of the L1 bidder for tenders of the State Government Offices will automatically get transferred from the pooling account to the State Govt. Deposit head " 8443-00-103-001-07" through GRIPS along with the bank particulars of L1 bidder.

ii) Such transfer will take place within T+1 Bank working Days (Here T means the date on which Award of Contract is issued )

iii) All refunds will be made mandatorily to the Bank A/C from which payment of EMD was initiated.

14.7. The TIA of the government offices will be using their respective e-Procurement User ID and password to view the EMD deposited by the bidders in the pooling accounts.

### **15. Performance Security**

15.1 Within 15 (fifteen) days from the date of issue of notification of award by the purchaser, the contractor/ agency shall furnish performance security to the office for an amount equal to 2 (two) month's estimated gross bill value for aforesaid services of office, plus, minimum statutory emoluments payable to maximum staff deployable there during this period as per applicable rates on date of commencement of contract. The performance security shall be retained up to 6 (six) months after the date of completion of all contractual obligations by the contractor/agency.

5.2 The performance security shall be deposited in Indian Rupees to the following :-

**Bank A/c Details of DRDC**

**Name of the Bank - Bangiya Gramin Vikash Bank**

**Name of the Account - MRS 24PGS Zilla Parishad DRDC**

**A/c No - 5116010003560**

**IFSC - PUNBORRBBGB**

15.3 In the event of any failure /default of the contractor/ agency with or without any quantifiable loss to the office/ purchaser/ government, the amount of the performance security is liable to be forfeited by the office/ purchaser.

15.4 In the event of any amendment issued to the contract, the contractor/ agency shall, within 21 (twenty one) days of issue of the amendment, furnish the corresponding amendment to the performance security (as necessary), rendering the same valid in all respects in terms of the contract, as amended.

### **DECLARATION**

I do hereby declare that I / we abide by all terms and conditions mentioned above accordingly.

.....

(Signature with date)

(Name, designation, seal of authorized person to sign  
bid for and on behalf of Bidder)

**Annexure-IV**

**Financial Bids (PROFORMA FOR QUATING OF RATES)**

Name, address & contact no. of the bidder:-

.....  
.....  
.....  
.....

Rate Quote per kilogram:

S.N	Rate for All India from North 24 Parganas ( Except West Bengal) Including GST, Insurance and any other charges	Rate for only Anywhere in West Bengal Including GST, Insurance and any other charges
	Rs.	Rs.
	Rupees:	Rupees:

(Signature with date)  
(Name, designation, seal of authorized person to sign  
bid for and on behalf of Bidder)



**Annexure-III**

**To,  
The Tender Inviting Authority  
Project Director, DRDC  
North 24 Parganas**

Ref: Your e-tender document No **PD DRDC/E-Tender/.....** Dated .....07.2023

We, the undersigned have examined the above e-tender document, including amendment/corrigendum number nil, dated\_\_\_\_\_ (if any), the receipt of which is hereby confirmed. We now offer to render services in conformity with your above referred document for the sum, as shown in the price schedule/Bill of Quantity attached herewith and made part of this bid.

We hereby declare that all data and documents submitted by us in our bid in this e-tender are genuine and true, to the best of our knowledge and belief.

If our bid is accepted, we undertake to render the services as mentioned above, in accordance with the schedule and terms and conditions as specified in the e-tender document, including amendment/corrigendum if any.

We further confirm that, if our bid is accepted, we shall provide you with a performance security of required amount, for due performance of the contract.

We agree to keep our bid valid for acceptance for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this bid up to the aforesaid period and this bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.

We further understand that you are not bound to accept the lowest or any bid you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Government Authorities/ Organization/ Institution/ local bodies etc in last two years.

Brief of court/legal cases pending, if any, are following:  
Barasat, North 24 Parganas, West Bengal.

We would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by you to verify this statement.

**(Signature with date)  
(Name, designation, seal of authorised person  
to sign bid for and on behalf of Bidder)**