

**Government of West Bengal  
Office of the District Magistrate  
District ICDS Cell  
Barasat, North 24 Parganas.**

Memo No: **83** /DPO/ICDS

Date: **25/01/2021**

**TENDER NOTICE**

Sealed tenders are invited from the bona-fide and experienced Contractors / SHGs / Agencies (Satisfying different terms and conditions stated in this notice) for the following works for one year for **1. Storing of foodstuffs and other ICDS materials and for and Carrying of foodstuffs for the ICDS Project 18 different ICDS projects v.i.z Kanchrapara, Barrackpore-II, North Dumdum, North Barrackpore, Barrackpore(U), Garulia, Bhatpara-II, Halisahar, Khardah, Baranagar, Panihati, Minakhan, Haroa, Sandeshkhali-II, Bongaon(R), Bongaon(U), Bagdah & Barasat(U) -2. Only Carrying of foodstuffs - Naihati and Dumdum(U)- 2 ICDS Projects- 3. Only Storing - Bhatpara, Titagarh, South Dumdum, Baduria, Amdanga and Deganga - 6 ICDS Projects - Total 26 nos. of ICDS Projects of the district.**

Sl.	Name of the Projects	Name of the Sub-Division	Date of Issuance of Tender Forms	Date of Dropping and Opening of Tender
01	Kanchrapara, Barrackpore-II, North Dumdum, North Barrackpore, Barrackpore(U), Garulia, Bhatpara-II, Halisahar, Khardah, Baranagar, Panihati, Naihati, Dumdum(U), Bhatpara, Titagarh and South Dumdum- <b>Total 16 Projects</b>	Barrackpore	<b>28th January, 2021 to 3rd February, 2021</b> in all working dates from 11 am to 3 pm from the respective Offices of CDPOs	<b>4th February, 2021 Dropping</b> from 11 am to 5:30 pm and <b>5th February, 2021 Opening</b> at 11 am- at the office chamber of the DPO ICDS, North 24 Parganas at Barasat
02.	Minakhan, Haroa, Baduria and Sandeshkhali-II- <b>Total 4 Projects</b>	Basirhat		
03	Bongaon(R), Bongaon(U), Bagdah- <b>Total 3 Projects</b>	Bomgaon		
04	Barasat(U) Amdanga and Deganga- <b>Total 3 Projects</b>	Barasat		

Tender Forms and Terms & Conditions will be available from the respective ICDS Office.

**TERMS & CONDITIONS**

**I. Specific Terms and Conditions for Storing Agents**

1. The rate for Storing of foodstuffs and other ICDS materials must be quoted monthly rental basis.
2. The project wise Storing capacity of the Go-down is annexed herewith as Annexure-I which the tenderer intend to provide.
3. The Go-down should be pucca construction and should have airy, dunnage system, damp proof and fire extinguishing facility.
4. The Go-down should be located within 5 (five) Km radius of the Project Office and within the same project area and the approach road of go-down must be accessible to trucks.
5. An undertaking in a non-judicial stamp worth Rs. 10/- (Rupees Ten) only duly signed by the tenderer to be submitted regarding arrangement of insurance the Go-down from theft, fire after acceptance of the tender.

  
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It must be contained in the undertaking that any type of shortage/breakage/loss during the storage period will be borne by the Tenderer(s) solely.

6. Sketch map of the Go-down duly vetted within 1(One) months from the date of submission of tender by an S.A.E / Surveyor having Govt registration no. and signed by the tenderer. (Xerox copy with attestation)
7. In case of hired Go-down, an agreement between the Go-down owner and the tenderer in a non-judicial stamp worth Rs. 10/-(Rupees Ten) only must be submitted along with the schedule. (Original copy)
8. Earnest Money worth Rs. 3000/- (Rupees three thousand) only in the form of Bank Draft/DCR duly pledged in favour of respective Child Development Project Officer.
9. Successful tenders will have to deposit Security Money of Rs. 10000/- (Rupees ten thousand) only in the form of NSC duly pledged in favour of respective Child Development Project Officer.
10. The Sealed Envelope containing rate as per schedule and necessary documents should be specifically super scribed in capital letters " TENDER FOR STORING OF FOODSTUFFS/ICDS MATERIALS OF \_\_\_\_\_ (Name of Project) ICDS PROJECT, NORTH 24 PARGANAS, VIDE TENDER NOTICE NO- \_\_\_\_\_ "

➤ THE REQUISITE PAPERS MUST BE CONTAINED IN THE SEALED CONTAINING TENDERS..

1. Rate Schedule duly signed in full by the Tenderer with seal as per the given Schedule proforma .
2. Current and valid Trade License, GST registration certificate, Professional Tax and Income Tax Return for 2019-20 (Xerox copies with self attesting)
3. Earnest Money worth Rs. 3000/- (Rupees three thousands) only in the form of Bank Draft duly pledged in favour of the respective Child Development Project Officers.
4. In case of Co-operative Society, Certificate of exemption regarding Earnest Money/Security Money must be duly recommended in the name of the said Co-operative Society by the A.R.C.S. The certificate must be issued after the date of floating of the tender. (Original Copy)
5. In case of Co-operative Societies, documents showing the names of board of Directors and office bearers authenticated by an officer not less than the rank of CI of co-operative societies must be submitted along with the tender paper. (Xerox and self attested)
6. An undertaking in non-judicial stamp worth Rs. 10/- only duly signed by the Executive Officer of the Co-operative to be submitted regarding participation of the said Co-operative in the tender.(Original copy)
7. In case of a farm in whose name tender has been participated, documentary evidence of the Ownership/Partnership deed of the partnership firm must be enclosed (Xerox self attested copies).
8. Sketch map of the Godown duly vetted by an authorised surveyor having govt. registration no prior to not more than 1(One) month from the date of submission of tender. The sketch map must be signed by the tenderer and owner of the Go down. (Xerox copy with self attestation)
9. In case of hired Go-down, a registered agreement between the Go-down owner and the Tenderer in a non-judicial stamp worth Rs. 10/-(Rupees Ten) only must be submitted along with the schedule. (Original copy)
10. An undertaking in a non-judicial stamp worth Rs. 10/-(Rupees Ten) only duly signed by the Tenderer to be submitted regarding arrangement of insurance the Go-down from theft, fire after acceptance of the tender. It must be contained in the undertaking that any type of shortage/breakage/loss during the storage period will be borne by the Tenderer(s) solely.

**II . Specific Terms and Conditions for Carrying Contractors**

1. The rate for the carrying of foodstuffs should be quoted per quintal per A.W. Center basis irrespective of the distance from the project go-down.
2. The quoted rate submitted by the tenderer must be inclusive of all taxes, labour charges, loading charges at receiving and delivery point and other incidental charges.

  
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3. In case of inability of the accepted Tenderer to carry out the work to any reason and/or the dissatisfaction of CDPOs in respect of the performance of the Agency, the CDPO may engage the 2<sup>nd</sup> lowest bidder or any one among the tenderers to work at the rate of the L-1 (accepted tenderer).
4. The Selected Tenderer must have to weigh the foodstuffs at the time of delivery to the AWCs in presence of AWW/AWH. No separate charges will be paid for it.
5. The delivery time must not exceed the time given by the respective CDPOs while issuing the work order for their projects
6. Tenderer must have possessed vehicular arrangement under his control for transportation of such food commodities. Documents in support of such ownership/possession should be submitted. In case, a tenderer arranges a vehicle on contract, the contract should be executed in a non judicial stamp paper worth not less than the Rs.10/-. The vehicular arrangement must be separate for separate project. Submission of documents of same vehicle for more than one project will not be accepted.
7. Contractor will have to abide by the necessary directions issued by the Child Development Project Officer regarding preparation of reports, returns of Challans and their timely submission to the office. For each center 03 (Three) copies of Challan are to be prepared one for AWW , one for office and rest one for self along with statement of delivery Zone wise/ G.P. wise. Cost of preparation of challan will be borne by the Tenderer. Challan should be submitted at the office of the CDPO after proper signature of Anganwadi Worker/competent person at center level.
8. The Tenderer (s) should have to submit Credential Certificate/Payment Certificate as a proof of carrying of dietary articles/ similar works to Govt. Organization only. The credential should be in as single year during the financial year 2017-2018, 2018-2019 and 2019-2020. Certificates for satisfactory similar works to Govt. Organization should also to be enclosed.(Xerox & attested copy) )
9. Earnest Money worth Rs. 10000/- (Rupees ten thousands) only in the form of Bank Draft/DCR duly pledged in favour of respective Child Development Project Officer.
10. Successful tenders will have to deposit Security Money of Rs. 25,000/- (Twenty five thousand) only in the form of NSC duly pledged in favour of respective Child Development Project Officer.
12. The Sealed Envelope containing rate as per schedule and necessary documents should be specifically super scribed in capital letters " TENDER FOR CARRYING OF FOOD ARTICLES OF \_\_\_\_\_ (Name of Project) ICDS PROJECT, NORTH 24 PARGANAS, VIDE TENDER NOTICE NO- \_\_\_\_\_ "

➤ **THE REQUISITE PAPERS MUST BE CONTAINED WITHIN THE SEALED ENVELOPE.**

1. Rate Schedule duly signed in full by the Tenderer with seal as per the given Schedule proforma .
2. Current and valid Trade License, GST registration certificate, Professional Tax and Income Tax Return for 2019-20 (Xerox copies with self attesting)
3. Earnest Money worth Rs. 10000/- (Rupees ten thousands) only in the form of Bank Draft duly pledged in favour of the respective Child Development Project Officers.
4. In case of Co-operative Society, Certificate of exemption regarding Earnest Money/Security Money must be duly recommended in the name of the said Co-operative Society by the A.R.C.S. The certificate must be issued after the date of floating of the tender. (Original Copy)
5. An undertaking in non-judicial stamp worth Rs. 10/- only duly signed by the Executive Officer of the Co-operative to be submitted regarding participation of the said Co-operative in the tender.(Original copy)
6. In case of Co-operative Societies, documents showing the names of board of directors and office bearers authenticated by an officer not less than rank of CI of Co-operative societies must be submitted along with the tender paper. (Xerox and self attested)
7. The Tenderer(s) should have to submit Credential Certificate/Payment Certificate as a proof of carrying of dietary articles/ similar works to Govt. Organization only. The credential should be in as single year during the financial year 2017-2018, 2018-2019 and 2019-2020. Existing carrying contractor must have to submit the credentials and satisfactory Certificates of carrying of dietary articles from the existing CDPOs also otherwise the tender will not be accepted. (Xerox self attested copy)



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8. In case of a firm in whose name tender has been participated, documentary evidence of the Ownership/Partnership deed of the partnership firm must be enclosed (Xerox self attested copies).
9. Documents in support of ownership/possession of vehicle to be submitted. ( Self attested Xerox copy of Blue Book, Current road tax clearance , Insurance Coverage certificate)
10. In case, a Tenderer arranges a vehicle on contract, the contract (**in original**) should be submitted in a non-judicial stamp worth Rs. 10/- (Rupees ten) only.

### **III. Common and General Terms and conditions for both Storing and Carrying works.**

1. Tenderers must have their Income Tax return for the Assessment year 2019-20, up to date Professional Tax Clearance Certificate with valid Trade License and GST Registration Certificate.
2. The rates must be clearly written both in words and in figures as per the prescribed schedule attached to the Tender Notice. Any overwriting and corrections should be authenticated by putting the dated full signature of the Tenderer in each case.
3. No conditional rate will be accepted. Abnormally or irrational low rate in comparison with the present market price / cost will be rejected forthwith.
4. The final acceptance of the tender is subject to the approval of the District level Tender Committee, North 24 Parganas.
5. In case of Co-operative, Certificate of exemption regarding Earnest Money/Security Money must be duly recommended by the A.R.C.S in the name of the Co-operative to be obtained regarding participation of the said Co-operative in this particular tender. The exemption certificate should be issued after floating date of this tender notice.
6. No Co-operative formed by the Staff/AWW/AWH of any ICDS Project shall be allowed to participate in the tender.
7. After acceptance of the tender by the DLTC/Competent Body of Govt. of W.B, the Selected Contractor(s) shall have to enter into an agreement with CDPO and countersigned by DPO, ICDS on a Non-Judicial stamp worth Rs. 50/- (Rupees Fifty) only content of which will be prescribed by the competent authority (the cost of the same will be borne by the contractor/s).
8. The Selected Tender(s) shall have to abide by the necessary directions issued from time to time from the CDPO of the respective ICDS Project, North 24 Parganas.
9. The Earnest Money Deposit of the Selected Tender(s) will be returned to him/her only after furnishing the required amount of security money.
10. Payment to Selected Tenderer(s) will be made only when fund will be available. Irregular Payments of their bills should not be acceptable as a reason of plea for non-functioning or irregular performances.
11. Defaulter or Blacklisted contractor(s) should not participate in the tender process.
12. In case of any dispute or any litigation, the decision of the Chairman of the District level Tender Committee will be final. The District Level Tender Committee is not bound to accept the lowest rate or give any reason for any rejection or acceptance of any tender and reserves the right to accept or reject of any or all tender without assigning any reason whatsoever.
13. If the successful Tenderer(s) fails to sign contract deed within 15 (fifteen) days from the date of receipt of information about acceptance of Tender from the respective Child Development Project Officer, the Earnest money deposit of the tenderer(s) will be forfeited.
14. No demand shall be entertained from the contractor(s) at any time during the period of contract on any ground for enhancement of accepted rates.
15. Any breach of contract, pre-judicial activities against the interest of the project, non-compliance of order/Govt. rules will lead to forfeiture of Earnest money/Security money as would be deemed fit by competent authority.
16. An undertaking in non-judicial stamp worth Rs. 10/-(Rupees Ten) only duly signed by the Executive Officer of the Co-operative to be submitted regarding participation of the said Co-operative in the Tender.(Original copy)
17. In case of a firm/agency in whose name tender has been participated, documentary evidence of the Ownership/Partnership deed of the partnership firm must be enclosed (Xerox attested copies).

  
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18. An undertaking in non-judicial stamp worth Rs. 10/-(Rupees Ten) only duly signed by the Executive Officer of the Co-operative to be submitted regarding participation of the said Co-operative in the Tender.(Original copy).

  
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Memo No: 83/1(113)/DPO/ICDS

Date: 25-01-2021

Copy forwarded for information and taking necessary action to:-

1. The Joint Secretary, Govt. of West Bengal, Dept. of Women & Child Dev. and Social Welfare, Bikash Bhawan, Kol-700091.
2. The Director of ICDS, Govt. of West Bengal, Shaishali Complex, Salt Lake City, DF Block, Sector-I, Kol-64.
3. The Sabhadhipati, North 24 Parganas Zilla Parisad, Barasat.
4. The District Magistrate, North 24 Parganas.
5. The Additional District Magistrate ( Treasury), North 24 Parganas.
6. The Sub-Divisional Officer, Barasat (Sadar)/ Bongaon/Barrackpur/ Basirhat, North 24 Parganas. with the request to display at their office Notice Boards
7. The District Information & Cultural Officer, North 24 Parganas. with the request to display at his office Notice Board
8. The DIO, North 24 Parganas with the request to upload the Tender Notice in the Website [www.wbtenders.gov.in](http://www.wbtenders.gov.in).
9. - 29. All The Block Development Officers, \_\_\_\_\_ North 24 Parganas with the request to display at their office Notice Boards
30. - 51. ALL the Block Medical Officers of Health, \_\_\_\_\_, North 24 Parganas. with the request to display at their office Notice Boards
52. - 73. All the BL & LROs, \_\_\_\_\_, North 24 Parganas. with the request to display at their office Notice Boards
74. - 111. ALL the CDPOs , \_\_\_\_\_, North 24 Parganas. with the request to display at their office Notice Boards
112. This office Notice Board
113. Tender File.

  
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**SCHEDULE FOR SUBMISSION OF TENDER RATES**

Tenderers must have to submit rates as per the following proforma :-

To : The District Programme Officer (ICDS)  
North 24 Parganas.

Sub:- **Submission of Tender rate** .

Sir,

With reference to your Tender Notice No-83/DPO/ICDS dated 25/01/2021, the rate is given as follows for your kind consideration.

SL. NO.	NAME OF ITEM/WORK	Rate (both in figures and in words) in Rupees per month in case of Storing and Rupees per quintal in case of Carrying.
01.	Storing of foodstuffs/other ICDS Material for _____ (name of the project) ICDS Project, North 24 Parganas.	Rs.....(Rupees.....) only per month .
02.	Carrying of foodstuffs for _____ (name of the project) ICDS Project, North 24 Parganas.	Rs.....(Rupees.....) only per quintal
03.	Carrying of Soya Chunk for _____ (name of the project) ICDS Project, North 24 Parganas.	Rs.....(Rupees.....) only per kilo Gram.

On acceptance and approval of the rate quoted by me/us, I/We shall agree to abide by all terms and conditions as laid down in the Tender Notice No- 83/DPO/ICDS dated 25/01/2021 and also comply the Work Orders as will be issued to me/us by the Child Dev. Project Officer, \_\_\_\_\_ (name of the project) ICDS Project, time to time in the interest of the Project

Date :

SIGNATURE of The TENDERER with SEAL and date

  
**District Programme Officer (ICDS)**  
**North 24 Parganas,**

## ANNEXURE-I

Go-Down specification and approx. quantity of food articles for various Projects in North 24 Parganas

SL. NO	NAME OF PROJECTS	Sanctioned AWC	Godown Specification	PRESENT Approximate Quantity of Food Articles in Qtls.
1	Amdanga	234	Area=1000sq.ft,H=13ft.	1200
2	Deganga	374	L=45,B=35,H=11	1500
3	Barasat(U)	154	Area=300sq, H=10.5Ft	700
4	Bongaon (R)	568	L=40,B=30,H=24	2300
5	Bagdah	390	L=44,B=21,H=17	1400
6	Bongaon(U)	68	L=14,B=12,H=14ft	500
7	Barrackpore-II	233	Area=600 Sqft.,H=10Ft.	1100
8	Baranagar	167	Area=500 Sq.ft., H=12ft	400
9	North Dum Dum	147	L=20, B=12, H=10 Ft.	450
10	Bhatpara	190	L=39, B=13, H=12	650
11	Titagarh	120	L=30,B=15,H=10.5, -300 Qtl	300
12	Garulia	66	Area=330 Sq.Ft.,H=10Ft.	250
13	Naihati	144	Area=550 sq.ft, H=10ft.	350
14	Halisahar	83	Area=300sq, H=10.5 Ft	350
15	Panihati	232	Area=800 Sqft.,H=10 Ft.	350
16	Bhatpara-II	105	Area=500 sq.ft, H=10 ft	400
17	Dum Dum (Urban)	68	L=20,B=10,H=12ft	150
18	Barrackpore(U)	96	Area=500 SqFt.,H=10Ft.	300
19	Khardah	78	Area=400 sq.Ft.,H=10 Ft.	200
20	Kanchrapara	84	L=30,B=10,H=12	300
21	Dum Dum South	262	L=25,B=20,H=12	450
22	North Barrackpore(U)	106	L=20,B=15 ft,H=12	300
23	Sandeshkhali-II	297	L=30 Ft.,B=30 Ft.,H=12 Ft.	1400
24	Haroa	365	Area=1000sq.ft,H=12ft.	1700
25	Minakhan	336	L=35,B=19,H=14.5	1500
26	Baduria	423	Area=1000 Sq.ft.,H=15 Ft.	2500

  
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