

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

Memo No: 1155/DPO/ICDS

Date: 11/12/2019

**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 2. Carrying of foodstuffs for the ICDS Project 15 different ICDS projects v.i.z North Dumdum, Baranagar, Barrackpur-II, Garulia, Barrackpur(U), Bongaon (U) Baduria, Khardaha, Panihati, North Barrackpur, Bongaon (R), Bagdah, Gaighata, Sandeshkhali –II and Barasat (U) and for selecting Storing Agents in 2 ICDS Projects v.i.z Amdanga and Deganga of the district.

The project wise capacity of Go-down and quantity of food staff to be carried out in approximate is attached as Annexure-I to convenience to all concerned.

Tender Forms and Terms & Conditions will be available from the respective ICDS Offices from 13.12.2019 to 19.12.2019 on working days from 11 am up to 3 pm. Last date of submission of the Tender forms will be on 19.12.2019 at the office chamber of the DPO ICDS, North 24 Parganas at Barasat from 11 am to 5:30 pm and date of opening of Tender is on 20.12.2019 at 11 am.

**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 2 (two) 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. 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 2018-19 (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. 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 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).
7. Sketch map of the Godown 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 self attestation)
8. 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)
9. 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.
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 and the delivery should be made within the center time except Sunday in a week and excluding AWCentre's holidays. 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 registered.
11. In the absence of both the above documents, an affidavit has to be sworn in to the effect that the particular vehicle owner shall place his/her vehicle during the need of the tender for transportation purpose (vehicle class and number are to be mentioned in affidavit).
12. 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.
13. 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 2016-2017, 2017-2018 and 2018-2019. Certificates for satisfactory similar works to Govt. Organization should also be enclosed.(Xerox & attested copy) )

14. 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.
15. 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.
16. The Sealed Envelope containing rate as per schedule and necessary documents should be specifically superscribed 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 2018-19 (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. 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 2016-2017, 2017-2018 and 2018-2019. Certificates for satisfactory similar works to Govt. Organization should also be enclosed.(Xerox self attested copy) )
7. 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).
8. 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)
9. 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.
10. In the absence of both the above documents as mentioned in point no.s 7 & 8 an affidavit has to be sworn in to the effect that the particular vehicle owner shall place his/her vehicle during the need of the tender for transportation purpose (vehicle class and number are to be mentioned in affidavit). (Xerox copy of Blue Book, Current road tax clearance , Insurance Coverage certificate are to be enclosed)

**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 2018-19, 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).
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).

 11/12/2019  
 District Programme Officer (ICDS)  
 North 24 Parganas.


Memo No: 1155 (113)

Date: 11/12/2019

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

- The District Information & Cultural Officer, North 24 Parganas, with the request to display at his office Notice Board
8. - 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. DIO, North 24 Parganas, with the request to publish the notice in District Web site.  
 113. This office Notice Board  
 114. Tender File.

  
 District Programme Officer, ICDS  
 North 24 Parganas 11/2/2019

**SCHEDULE FOR SUBMISSION OF TENDER RATES**

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

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

Sir,

With reference to your Tender Notice No- 1155/DPO/ICDS , 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- \_\_\_\_\_ 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



## ANNEXURE-I

Go-down Specification and quantity of food articles for 17 ICDS Projects in North 24 Pgs.				
SL. NO	NAME OF PROJECTs	Sanctioned AWC	Approximate area and height for Godown Specification	Approximate quantity of Food articles in Qtls.
1	Barrackpore(U)	96	Area=500 SqFt.,H=10Ft.	200
2	North Dum Dum	147	Area=300 Sq.ft. , H=10 Ft.	225
3	Garulia	66	Area=400 Sq.Ft.,H=10Ft.	200
4	Barrackpur-II	239	Area=600 Sqft.,H=10Ft.	1100
5	Khardah	78	Area=400 sq.Ft.,H=10 Ft.	200
6	North Barrackpur (U)	103	Area=500 Sq.ft., H=12ft	400
7	Panihati	206	Area=500 Sq.ft., H=12ft	400
8	Baranagar	167	Area=500 Sq.ft., H=12ft	400
9	Baduria	423	Area=1000 Sq.ft.,H=15 Ft.	2000
10	Bongaon(U)	68	Area= 200 Sq.ft. ,H=14ft	500
11	Bongaon (R )	568	Area=1400 sqft.,H=11	2000
12	Bagdah (R )	403	Area=1300sq.ft,H=13ft.	1600
13	Gaighata (R)	491	Area=1000sq.ft,H=13ft.	1200
14	Sandeshkhali-II	297	Area=1000sq.ft,H=13ft.	1000
15	Barasat (U)	148	Area=600 Sq.ft. , H=12ft	600
16	Amdanga	234	Area=1000sq.ft,H=13ft.	1200
17	Deganga	374	Area=1500 sqft.,H=11	2400