

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

Memò No: 763 /DPO/ICDS

Date: 01/08/2019

**TENDER NOTICE**

Sealed tenders are invited from the bona-fide and experienced Contractors /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 32 different ICDS projects of the district in four phases as mentioned below. 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.

Sl No	Name of the Projects	Name of the Sub-Division	Date of issuance of Tender Forms	Date of Dropping and Opening of Tender	Place of dropping and opening of Tender
1	Dumdum (U) , North Dumdum(U), South Dumdum(U), Naihati (U), Baranagar (U), Bhatpara(U) Barrackpore-II ( R ), Barrackpore-I(R), Garulia (U), Halisahar (U), Barrackpore (U), Bhatpara-II(U) – <b>Total 12 Projects</b>	Barrackpore	2 <sup>nd</sup> August to 9 th August-2019 from 11 am to 3 pm from the respective Offices of the CDPOs in all working days only	13th August-2019 , Dropping from 10 am to 1 pm and opening at 2 pm	Chamber of the DPO, ICDS, North 24 Parganas at 4 <sup>th</sup> Floor of the Office of the District Magistrate, North 24 Parganas.
2	Kanchrapara (U), Khardah (U), Deganga ( R), Gobardanga (U), Habra-II ( R), Ashoknagar-Kalyangarh (U), Rajarhat (R), Amdanga (R), Habra-I(R) , Habra (U) - & Bongaon(U) – <b>Total 11 projects</b>	Barasat & Bongaon		14th August-2019, Dropping from 10 am to 1 pm and opening at 2 pm	
3	Sandeshkhali-I (R) , Haroa ( R), Hasnabad ( R), Baduria ( R), Swarupnagar ( R) , Minakhan ( R) , Basirhat-I ( R), Basirhat-II ( U) & Basirhat (U) – <b>9 (Ten) Projects</b>	Basirhat		16th August-2019, Dropping from 10 am to 1 pm and opening at 2 pm	

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

**TERMS & CONDITIONS**

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

- The rate for Storing of foodstuffs and other ICDS materials must be quoted monthly rental basis.
- The project wise Storing capacity of the Go-down is annexed herewith as Annexure-I which the tenderer intend to provide.
- The Go-down should be pucca construction and should have airy, dunnage system, damp proof and fire extinguishing facility.
- The Go-down should be located within 3 (three) Km radius of the Project Office and the approach road of go-down must be accessible to trucks.
- An undertaking in a non-judicial stamp worth Rs. 10/-(Rupees Ten) only duly signed by the tenderer to be submitted regarding his sole responsibility and accountability in any incident of loss due to theft, and any type of shortage/breakage etc during the storage period and the loss due these incidents will be borne by the Tenderer(s) solely . (Draft of the undertaking is attached separately as Draft no.1)
- Approved plan of the go-down or Sketch map of the Go-down duly vetted at least by an S.A.E and signed by the tenderer. (Self attested photocopy)
- In case of hired Go-down, an agreement between the Go-down owner and the tenderer in a non-judicial stamp paper worth Rs. 10/-(Rupees Ten) only mentioning the address of the go-down properly must be submitted along with the schedule. (Original copy)
- Earnest Money worth Rs. 3000/- (Rupees three thousand) only in the form of Bank Draft duly pledged in favour of respective Child Development Project Officer. The draft must be purchased either from the Account of the Agency or by the proprietor of the Agency. The draft purchased by any person/agency other than the Agency/ person who is participating the Tender would be treated as invalid.
- 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.
- 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- \_\_\_\_\_ Dated .....

➤ 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 2017-18 (Self attested photocopies)
3. Earnest Money worth Rs. 3000/- (Rupees three thousands) only in the form of Bank Draft 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 within one year prior to the date of submission of Tender paper. ( Self attested photocopy)
5. 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 (Self attested Photo copies).
6. Approved plan of the go-down or Sketch map of the Go-down duly vetted at least by an S.A.E and signed by the tenderer. ( Self attested photocopy)
7. 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 as per the given draft along with the schedule. (Original copy)
8. An undertaking as per the given draft in a non-judicial stamp worth Rs. 10/-(Rupees Ten) only duly signed by the tenderer to be submitted regarding his sole responsibility and accountability in any incident of loss due to theft, and any type of shortage/breakage etc during the storage period and the loss due these incidents 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 made in a non judicial stamp paper of Rs. 10/- (Rupees ten) only..
11. 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.
12. 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(Self attested photocopy )
13. Earnest Money worth Rs. 5000/- (Rupees five thousands) only in the form of Bank Draft in favour of respective Child Development Project Officer. The draft purchased by any person/agency other than the Agency/ person who is participating the Tender would be treated as invalid.
14. Successful tenders will have to deposit Security Money of Rs. 15,000/- (Fifteen thousand) only in the form of NSC duly pledged in favour of respective Child Development Project Officer.
15. 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- Dated .....

➤ **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 2017-18 (Self attested photocopies)
3. Earnest Money worth Rs. 5000/- (Rupees five thousands) only in the form of Bank Draft in favour of the respective Child Development Project Officer.
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 within one year prior to the date of submission of Tender paper. ( Self attested photocopy)
5. 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.(Self attested photocopy)
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 (Self attested copies).
7. Documents in support of ownership/possession of vehicle to be submitted. ( Self attested copies of Blue Book, Current road tax clearance , Insurance Coverage certificate)
8. 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 mentioning the vehicle detail.


**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 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 within one year prior to the date of submission of Tender paper. In case of SSI unit, no exemption regarding earnest money and security money shall be entertained.
6. No Co-operative/SHG 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, 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
10. required amount of security money.
11. 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.
12. Defaulter or Blacklisted contractor(s) should not participate in the tender process.
13. 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.
14. 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.
15. 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.

16. 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.
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.

**III. Issuance of Tender Form:**

Tender Schedule along with Terms and Conditions shall be obtained from the respective Office of the CDPO on production of valid Trade License, Credential Certificate and Approved plan/ Sketch map of the Go-down vetted by at least an SAE from 2<sup>nd</sup> August to 9th August-2019 from 11 am to 3 pm on all working days free of cost.

  
District Programme Officer (ICDS)  
North 24 Parganas.

**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. /DPO/ICDS, dated. 02.08.2019, 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 ..... ICDS Project, North 24 Parganas.	Rs.....(Rupees..... .....) only per month .
02.	Carrying of foodstuffs for ..... ICDS Project, North 24 Parganas.	Rs.....(Rupees..... .....) only per quintal

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- /DPO/ICDS, dated. 02.08.2019, and also comply the Work Orders as will be issued to me/us by the Child Dev. Project Officer, ..... ICDS Project, North 24 Parganas, time to time in the interest of the Project

Date :

SIGNATURE of The TENDERER with SEAL

  
District Programme Officer, ICDS  
North 24 Parganas

## ANNEXURE-I

Go-down Specification and quantity of food articles for Various 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	Bhatpara	190	Area=500 Sq.ft., H=12	600
2	Barrackpore(U)	96	Area=500 Sq.Ft.,H=10Ft.	200
3	Barrackpore-I	239	Area=800 Sq.ft. ,H=13	600
4	Barrackpore-II	233	Area=600 Sqft.,H=10Ft.	1100
5	Bhatpara-II	105	Area=500 sq.ft, H=10 ft	350
6	Dum Dum (Urban)	68	Area=200 Sq.ft. ,H=12ft	150
7	North Dum Dum	147	Area=300 Sq.ft. , H=10 Ft.	225
8	Dum Dum South	262	Area=500 Sq.ft. ,H=12	450
9	Garulia	66	Area=400 Sq.Ft.,H=10Ft.	200
10	Halisahar	83	Area=300sq, H=10.5 Ft	250
11	Kanchrapara	84	Area=300 Sq.ft. ,H=12	250
12	Khardah	78	Area=400 sq.Ft.,H=10 Ft.	200
13	Naihati	144	Area=600 sq.ft, H=10ft.	325
14	Baranagar	167	Area=500 Sq.ft., H=12ft	400
15	Sandeshkhali-I	351	Area= 1200 Sq.ft. ,H=14	1600
16	Swarupnagar	359	Area=1000 Sq.Ft.,H=10Ft.	1400
17	Minakhan	336	Area=1400 sq ft, H=15 ft	1500
18	Haroa	365	Area=1000sq.ft,H=12ft.	1400
19	Hasnabad	345	Area=1600 sqft, H=15 ft	2000
20	Baduria	423	Area=1000 Sq.ft.,H=15 Ft.	2000
21	Basirhat-I	279	Area=1600 Sq.ft.,H=14ft	1400
22	Basirhat-II	262	Area=210, H=15	1400
23	Basirhat-(U)	75	Area==360,H=12	400
24	Bongaon(U)	68	Area= 200 Sq.ft. ,H=14ft	500
25	Rajarhat	403	Area=1200sq.ft.,H12ft.	1400
26	Habra-(U)	10	Area=800 Sqft.,H=15 ft.	400
27	Amdanga	234	Area=1000sq.ft,H=13ft.	1200
28	Deganga	374	Area=1500 sqft.,H=11	2400
29	Gobardanga	71	Area= 200 sq.ft.,H=12	200
30	Habra-I	288	Area=900 Sq. ,H=11ft.	1000
31	Habra-II	215	Area=1200 Sq.ft. ,H=20	1000
32	Ashoknagar-Kalayangarh	74	Area=500 Sq.ft.,H=11	500

*Suluck*

DPO I CDX N 24 Pgs.  
District Programme Officer (ICDS)  
North 24 Parganas ✓

Specimen of Draft of the Undertaking (Draft no.1)

**UNDERTAKING REGARDING LOSS/ DAMERAGE**

I , Sri / Smt ..... son/daughter of Sri/Smt/late..... Of village ..... Po..... PS..... District ..... do hereby solemnly submit an undertaking that I shall be held the sole responsibility and accountability in any incident of loss due to theft, and any type of shortage/breakage etc during the storage period and the loss due these incidents will be borne by me.

I shall abide by the terms and conditions of this tender vide Memo no..... dated ..... and I shall bound to bear the recoverable amount as would be fixed up by the authority due to any kind of loss as mentioned in paragraph above.

SIGNATURE OF THE TENDERER  
WITH DATE & SEAL

Copy forwarded for information and wide publicity to :

**Memo No: 763/DPO/ICDS**

**Date: 01/08/2019**

Copy forwarded for information and wide publicity 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, NIC, North 24 Parganas with the request to upload the Notice in the District Website.
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.

  
District Programme Officer, ICDS 01/08/2019  
North 24 Parganas