

Society for Training & Research on Panchayats & Rural Development
(STARPARD)

Department of Panchayats & Rural Development,
Government of West Bengal

ICMARD Building, 6th Floor,
Block-14/2, CIT Scheme VIII (M),
Bidhan Nagar,
Kolkata, West Bengal.

PIN: 700067

Tele-Fax: (033) 2356-6986 / 87

E-mail: starpard.procurement@gmail.com

Website: <https://www.wbprd.gov.in>

**Bidding Document
for
Carriage Charges
for
Learning Materials /& Training Kits for
District Panchayats Training & Resource Centre
Across the West Bengal**

No. 1669 /STARPARD/2018

Dated 05.12.2018

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(An Agency of the Panchayats & Rural Development Department, Government of West Bengal:
Registered under the West Bengal Societies Registration Act, 1961, Registration No.S/86755 of 1997-98)
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No.1669/STARPARD/2018

Date: 05.12.2018

NOTICE INVITING QUOTATION (NIQ)

The Society for Training & Research on Panchayats & Rural Development (hereafter STARPARD) under Department of Panchayats & Rural Development, Government of West Bengal invites the sealed quotation for **Carriage Charges for Learning Materials /& Training Kits for District Panchayats Training & Resource Centre Across the West Bengal** from reputed ISO Certified(preferable) eligible and bonafied bidders.

Source of Funds: Source of fund is available fund of the Society for Training & Research on Panchayats & Rural Development, under Department of Panchayats & Rural Development, Government of West Bengal.

The quoted rate should include all charges (like loading, unloading, fuel, toll charges, taxes, etc. etc.) **PER KM basis from source to destination/ delivery locations.** Bidder should submit their offer as per specimen of BOQ of this notice.

Bid Validity: Bid shall remain valid till 31.03.2020 (Tuesday). "Bid validity for a shorter period shall be rejected by the STARPARD authority."

The bidder should submit the following documents at the time of rate quotes. In case of non-submission of the following documents the bid may be cancelled without assigning any reasons:

- (a) Self-attested Photocopy of Trade License/ equivalent
- (b) Self-attested Photocopy of PAN
- (c) Self-attested Photocopy of GSTIN
- (d) Self-attested Photocopy of up-to-date Professional Tax Clearance Certificate
- (e) Self-attested Photocopy of IT Return of last three (03) financial years
- (f) Self-attested Credentials : Photocopy of Similar job/ works completion certificate within last three (03) financial years
- (g) Self-attested Photocopy of ISO Certification (if available)
- (h) Bidder organisational details, signatories authorisation document, contact details
- (i) Earnest Money Deposit
- (j) Self-attested Photocopy of up-to-date Transportation permit (Commercial) across the state
- (k) Self-attested Photocopy of up-to-date carriage related all relevant taxes and certificates (including insurance)

The Bidder shall furnish as part of the Bid, Bid Security is, in the amount of Rs.5,000/- (Rupees Five Thousand) only. Earnest money should be in **demand draft** in favour of "**STARPARD A/C PEAIS FUND**" from a scheduled commercial bank. Any bid not accompanied by an acceptable Earnest Money shall be rejected by the STARPARD authority as non-responsive.

The schedule may be downloaded from the website of the Department of Panchayats & Rural Development, Govt. of West Bengal www.wbprd.gov.in from 05.12.2018(Wednesday) to 14.12.2018(Friday) up to 2PM IST and will be opened on the 14.12.2018(Friday) by the authorised official(s) of STARPARD after 3PM IST.

The quotation should be submitted offline at work office of STARPARD, ICMARD Bldg. 6th Floor, Block-14/2, CIT Scheme VIII (M), Bidhan Nagar, Kolkata-700067.

The Member Secretary, STARPARD, reserves the right to accept/ reject/ cancel of any /all quotations without assigning any reasons what's ever the case may be.

(Dibyendu Das)
Member Secretary, STARPARD

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Schedule of Work(SOQ)

Carriage Charges for Learning Materials /& Training Kits for District Panchayats Training & Resource Centre Across the West Bengal

Vehicle, Type of delivery materials, Pickup & Delivery details:

Vehicle: Four wheeler small commercial carrier or, equivalent to carry 3 Ton (excluding the axle load) for across the West Bengal.

Type of materials for carry: Learning materials /& Training kits

Material pickup/ Source locations: Kolkata, West Bengal.

Delivery Locations:

- a) O/o the District Panchayats & Rural Development Officer- all District Head Quarters of West Bengal
- b) District Panchayats Training & Resource Centre's across the State. Location details as follows:

Sl. No.	Name of the District Panchayats Training & Resource Centre	Name of the District	Location of the District Panchayats Training & Resource Centre
01	District Panchayats Training & Resource Centre, Coochbehar	Coochbehar	District Panchayats Training & Resource Centre, N.N.Road, District-Coochbehar, PIN-736101, Near Rail Ghumti
02	District Panchayats Training & Resource Centre, Jalpaiguri	Jalpaiguri	Zilla Panchayat Prashikhan Kendra, Raninagar, P.O.- Mohit Nagar, District-Jalpaiguri, PIN-735101, Near Coco Cola Factory
03	District Panchayats Training & Resource Centre, Uttar Dinajpur	Uttar Dinajpur	District Panchayats Training & Resource Centre, Karnajora, Raiganj, P.O.- Karnajora. PIN-733130, District- Uttar Dinajpur, Pposite Police Fhari
04	District Panchayats Training & Resource Centre, Dakshin Dinajpur	Dakshin Dinajpur	District Panchayats Training & Resource Centre, Village- Atoir (VIA-Pagligani) P.O.- Bidaypur, P.S.- Balurghat, District- Dakshin Dinajpur, PIN-733103, opposite ITI College
05	District Panchayats Training & Resource Centre, Malda	Malda	Malda Zilla Prashikhan Kendra, District-Malda, PIN-732101 Beside Poultry Farm, Aamjamtala Market, Opposite Gour Bonga University,
06	District Panchayats Training & Resource Centre, Murshidabad	Murshidabad	District Panchayats Training & Resource Centre, Panchanantala, P.O.& P.S.-Berhampur, District-Murshidabad, PIN-742101, (In front of Mahindra Showroom)
07	District Panchayats Training & Resource Centre, Birbhum	Birbhum	District Panchayats Training & Resource Centre, Patel Nagar, Md. Bazar, District-Birbhum, PIN-731132
08	District Panchayats Training & Resource Centre, Bardhaman	Purba Bardhaman & Paschim Bardhaman	Extension Training Centre, Bardhaman, Kalna Road, Agriculture Farm Gate No.1, P.O.+District- Purba Bardhaman, PIN- 713101
09	District Panchayats Training & Resource Centre, Bankura	Bankura	District Panchayats Training & Resource Centre, Chandmaridanga, District-Bankura. PIN- 722101
10	District Panchayats Training & Resource Centre-1, Purulia	Purulia	District Panchayats Training & Resource Centre, Zilla Parishad Bhavan, District-Purulia, PIN-723101
11	District Panchayats Training & Resource Centre-2, Purulia		District Panchayats Training & Resource Centre, District-Purulia, PIN-723101, Opposite DM office
12	District Panchayats Training & Resource Centre, Fulia (UNIT-1)	Nadia	District Panchayats Training & Resource Centre, Fulia, Shantipur at Fulia, Shantipur, District-Nadia, PIN-741402, Near the office of the Block Development Officer
13	District Panchayats Training & Resource Centre, Fulia (UNIT-2)		District Panchayats Training & Resource Centre, Fulia, Shantipur at Fulia, Shantipur, District-Nadia, PIN-741402, Near the office of the Block Development Officer
14	District Panchayats Training & Resource Centre, Hooghly	Hooghly	District Panchayats Training & Resource Centre, Dhaniakhali, Dhaniakhali Development Block Campus, Village-Somaspur, P.O.+P.S.- Dhaniakhali, District-Hooghly, PIN-712302
15	District Panchayats Training & Resource Centre, Howrah	Howrah	District Panchayats Training & Resource Centre, Akashya Nagar Pallishree Sangha, Village-Sahebbagan, Block-Bally-Jagacha, Bally, District-Howrah, PIN-711101 Near Nischanda Police Station,

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Sl. No.	Name of the District Panchayats Training & Resource Centre	Name of the District	Location of the District Panchayats Training & Resource Centre
16	District Panchayats Training & Resource Centre, North 24-Parganas	North 24-Parganas	District Panchayats Training & Resource Centre, Village- Kalaberia (Sibtala), Gram Panchayat- Bishnupur-I, P.O. & P.S.- Rajarhat, District- North 24-Parganas, PIN-700135
17	District Panchayats Training & Resource Centre, North 24-Parganas		Extension Training Centre, Rajjarhat, Satyajit Roy Bhawan, Village -Vatinda, P.O.-Rajarhat, District- North 24-Parganas, PIN-700135
18	District Panchayats Training & Resource Centre, South 24-Parganas	South 24-Parganas	Zilla Prashikhan Kendra, Kulpi Road, Baruipur, District-South 24-Parganas, PIN-700144
19	District Panchayats Training & Resource Centre, Purba Medinipur	Purba Medinipur	District Panchayats Training & Resource Centre, Village-Ganapatnagar, P.O.-Uttar Sonamui (Nimtouri), P.S.-Tamluk, District-Purba Medinipur, PIN-721648
20	District Panchayats Training & Resource Centre, Paschim Medinipur	Paschim Medinipur	District Panchayats Training & Resource Centre, Village-Fulpahari, P.S.-Kotwali, District-Paschim Medinipur, PIN-721102

- a) Some changes may be brought to the delivery location/ site(s) by the employer/ STARPARD authority as and when required.
- b) Delivery time: Regular working day & hours at the delivery location/site(s)

Terms and Conditions:

- I. No preconditioned quotation will be accepted.
- II. In case of any day, meant for this quotation, appears to be an unscheduled holiday, the next working day will be treated as scheduled / prescribed day for the same purpose.
- III. Escalation claimed by the bidders will not be entertained by the authority.
- IV. No advance payment will be entertained by the STARPARD. Final payment will be made after successful delivery
- V. Bidder should follow the norms of West Bengal Financial Rules
- VI. Bidder should submit their offer as per specimen of BOQ of this notice.

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Bill of Quantity (BOQ)

Name of Work: Carriage Charges for Learning Materials & Training Kits for DPTRCs across the West Bengal

Bidder Name :			
Communication Details:	a)Address: P.O.: P.S.: PINCODE: b)Mobile: Phone No.: c)E-mail:		
	Item Description	Offered Value (in Rs.) (In Figure)	Offered Value (in Rs.)(In Words)
	Carriage Charges (including loading, unloading, fuel, toll charges, taxes, etc. etc.) PER KM from source to destination/ delivery location(s)	Rs.	Rupees

Date : /12/ 2018

Signature & Office Seal