

Anandadhara

**West Bengal State Rural Livelihoods Mission (WBSRLM)**

(A Society under the Panchayats & Rural Development Department, Govt. of West Bengal)



## **E-TENDER NOTICE for OOH Printing & Installation (2<sup>nd</sup> Call)**

For Shristisree under West Bengal State Rural Livelihood  
Mission,  
Department of Panchayats & Rural Development,  
Government of West Bengal

**NIeT NO – 1421/PRD-34099/3/2023-ESTT SEC-Dept. of PRD dated 16.10.2023**

**DEPARTMENT OF PANCHAYAT & RURAL  
DEVELOPMENT  
GOVERNMENT OF WEST BENGAL**

**No:1421/PRD-34099/3/2023-ESTT SEC-Dept. of PRD****Date: 16.10.2023****ELECTRONIC TENDER (e-Tender) NOTICE**

E-Tender is hereby invited by the Procurement Consultant, WBSRLM for and on behalf of the WBSRLM, P&RD Department, Government of West Bengal from bonafide Firms / Agencies for OOH Printing & Installation for promotion of SHG products of Shristisree under West Bengal State Rural Livelihood Mission, Department of Panchayats & Rural Development, Government of West Bengal (as per Schedule A under section V).

Intended bidders are requested to submit their bids through e-Tender Portal (<https://wbtenders.gov.in>) by following the terms and condition of this NtT and as per the date & time schedule mentioned below-

**DESCRIPTION OF THE e-TENDER**

Name of work	Time of completion	Estimated Amount	EMD
OOH Printing & Installation for promotion of SHG products of Shristisree, West Bengal State Rural Livelihood Mission, Department of Panchayats & Rural Development, Government of West Bengal	7 days	Rs.9,95,000/- (Rupees Nine Lakhs Ninety Five Thousand only)	Rs.19,900/- (Rupees Nineteen Thousand Nine Hundred only)

**DATE & TIME SCHEDULE FOR THE e-TENDER**

Sl no	Particulars	Date & Time
1	Date of publishing N.I.T. & other Documents online	17.10.2023, 11.00 AM
2	Online documents download start date	17.10.2023, 11.30 AM
3	Online documents download end date	04.11.2023, 12.00 PM
4	Online Bid submission start date	17.10.2023, 12.00 PM
5	Pre-bid meeting to be held at Office of the Tender Inviting Authority	02.11.2023, 11.00 AM
6	Online Bid Submission closing date and time	04.11.2023, 2.00 PM
7	Online Bid opening date for Technical Proposals	06.11.2023, 12.00 PM





8	Date of online uploading list for Technically Qualified Bidders	To be notified
9	Date of online opening of Financial Proposal	To be notified

Any subsequent notices/ circulars/ corrigendum related to this e-tender shall be uploaded at <https://wbtenders.gov.in> websites only. Bidders are requested to check this website regularly for this purpose.

### **This e-Tender document comprises of the following sections:**

Section I: Definition

Section II: Requirements

Section III: General Instructions to Bidders (GIB)

Section IV: Draft Proforma for Non-Conviction Certificate.

Section V: Item list and Specifications

Section VI: Eligibility Criteria and Terms & Conditions

This 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 portal <https://wbtenders.gov.in>

### **Section I: Definition**

1. “Purchaser” means the e-tender inviting authority, purchasing goods and/or services as incorporated in this e-tender enquiry document, either directly or on behalf of consignees. For this e-tender the purchaser is the Department of Panchayats & Rural Development, Government of West Bengal.
2. “Bid” means proposal/ quotation received from a Firm/ Bidder against the e-tender.
3. “Bidders” means the Individual or Firm or Agencies submitting Bids/ Quotations.
4. “Contractor” means the individual or the firm supplying the goods and/ or services as incorporated in the contract.
5. “Goods” means the articles/ material required to the purchaser under the contract.
6. “Contract” means the written agreement entered into between the purchaser/ consignee and the contractor, together all the documents mentioned there in and including all attachments, annexure etc. therein.
7. “Specification” means the document / standard that prescribes the requirements with which goods and/ or service has to confirm.
8. “Inspection” means activities such as measuring, examining, testing, gauging features of the goods and/ or service and comparing the same with the specified requirement to determine conformity.
9. “Bill of Quantity (BOQ)” is the name for price schedule (financial bid) in e-tender software.





### Section II: Requirements

1. OOH Printing & Installation for promotion of SHG products of Shristisree, West Bengal State Rural Livelihood Mission, Department of Panchayats & Rural Development, Government of West Bengal (as per Schedule A under section V)

### Section III: General Instruction to the bidders

#### Technical Proposal

#### 1. Statutory Cover shall contain the following documents:

1. Application to participate in e-tender as per Section V: Tender Application Form
2. Technical Documents

#### 2. Non-Statutory Cover will contain the following documents-

SL. NO.	Category Name	Sub Category name	Details
1	Certificate(S)	Certificate(S)	Income Tax (AY 21-22), PAN, Professional Tax registration/ any Challan deposit Financial Year 2022-23 GST Registration along with copy of last return filed.
2	Company Details(s)	Company Details	Certificate of incorporation/ Partnership Deed. Updated Trade License, Power of Attorney in favour of signatory of bid. (where applicable)
3	Credential	Credential- 1	Credential certificates for last 3 years on same nature of work.
4	Declaration	Declaration- 1	<ol style="list-style-type: none"><li>1. Audited Balance Sheet &amp; Profit &amp; Loss A/c of (F.Y. 2021-22).</li><li>2. Non-Conviction Certificate as per section IV.</li><li>3. Application in the letter head of the firm/ company.</li></ol>
5	Other	Other	As mentioned in section V





### 3. Financial Proposal (Single File)

The price schedule in form of BOQ (excel file) will be found under the published NIT schedule in the website (<https://wbttenders.gov.in>) and the least offer price must be quoted against each item(s).

#### Opening of Tender

The purchaser will open the bids on the specified date and time as indicated in the NIT. The Bidder/Authorized representative of the bidder may attend on the date of opening of bid as well as the pre-bid meeting as per schedule. The statutory papers will be examined and evaluated before evaluation of non-statutory documents. After this, the online price bids or financial bid of only the technically qualified bidders shall be opened for further evaluation.

#### Opening of Technical Proposals:

Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the e-tender website using their Digital Signature Certificates (DSCs).

In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened. IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR e-TENDER BY THE BIDDER IN HIS/HER TECHNICAL/FINANCIAL PROPOSAL, BUT NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

During evaluation, the Committee may examine the original documents as they are uploaded as e-tender documents as per Section-III clause 1 & 2. The date & time of such examination of documents will be notified later. If the said documents in original are not produced within the specified date & time, the bid proposals will be liable for rejection.

The e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

#### Earnest Money Deposit (EMD):

In addition to the complete set of tender documents as mentioned here in before, the tenderer shall have to deposit an amount as earnest money (as mentioned earlier) in the form of a demand draft for Rs.19,900/- (Rupees Nineteen Thousand Nine Hundred only) drawn on any Nationalized Bank in favour of 'The CEO, WBSRLM', payable at Kolkata. Please note that no other form will be accepted for submission of EMD and submission of tender without earnest money will be treated as non-responsive.



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The scan copy of the Demand Draft for EMD should be uploaded in the e-tender portal with the tender documents. The original Demand Draft for EMD should be submitted at the Office of the CEO of this institution (Anandadhara State Office, P&RD Department, GoWB, Joint Administrative Building, 10<sup>th</sup> Floor, Block HC-7, Sector-III, Salt Lake, Kolkata- 106) before opening date of the Tender.

The earnest money deposited otherwise will not be accepted and the tender will not be valid.

Return/refund of EMD to the unsuccessful/non-responsive Tenderer(s) will be made normally within 30 days after the successful award of tender. No interest shall be payable on it under any circumstances.

For L1 bidder, the amount of EMD would be treated as security deposit, which would be refunded on expiry of two months from the date of successful completion of tender awarded.

### Penalty Clause:

Non-compliance of any of the terms and conditions of this notice by the successful bidder/Contractor/Supplier shall result in invoking any or all the following penalty clauses at the discretion of the CEO:

- a) Cancellation of the Acceptance of tender as a whole or in part.
- b) Forfeiture of the EMD.
- c) Recovering loss, if any, occurred to Government.

### Section IV: Draft Proforma for Non-Conviction (In a form of affidavit in Rs.10 Non-judicial Stamp Paper)

The bidder shall provide an undertaking that the proprietor/ promoter/ director of the firm, its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been debarred, blacklisted by any government ministry/ department/ local government/ PSU etc. in the last two years from scheduled date of opening of this e-tender.





### Section V: Products and its specification

#### Schedule- A

Sl no	Items	Unit	Rate (Rs) (Identified as quantity wise inclusive of all taxes)
1	Glow Sign board at Dhakuria Srishti Shree Building(6ft x4ft)	1	Quote rate only in BOQ
2	Mobile Van for 15 days	1	Quote rate only in BOQ
3	Howrah station LED for 10 days – (per day display 450 times)	2000 (10 Second unit)	Quote rate only in BOQ
4	Sealdah Station LED for 10 days – (per day display 450 times)	2000 (10 Second unit)	Quote rate only in BOQ
5	Metro Incoda TV Ad for 15 days- (Per Day 450 Times Display)	4500 (10 Second unit)	Quote rate only in BOQ
6	Kalighat Metro Station Platform inside Ad-15 days -size 500 Sq ft	4 display boards	Quote rate only in BOQ
7	Metro Station Pillars board display for 15 days	6	Quote rate only in BOQ

### Section VI: Eligibility, Terms & Conditions

1. Tender Selection Committee (TSC) reserves the right to accept or reject any tender or any part of the tender without assigning any reason whatsoever.
2. Incomplete or bid with insufficient documents required for this NIT will be rejected.
3. Bidders/Representative must attend the Pre-Bid meeting on specific date & time as per the date & time schedule for any queries /clarification. No queries /clarification will be entertained after opening of Technical Bid Bidder(s) also may remain present at the time of opening of technical bid.
4. The successful bidder(s) are bound to complete the entire work as per specification of Section V. The authority will check or test the quality of the material of each part of entire work to ensure the quality of work as per the specification given herewith. If any deviation found according to the specification at any stage, the authority reserves the right to cancel the total and or part of the work.
5. The Tender will be valid up to 1 year (from the date of AOC).



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6. Bills with challan along with Work Done Certificate from the concerned authority must be submitted to this department for payment.
7. The final amount reflects in the financial bid by the bidder(s) will be treated as inclusive of all taxes, GST, Delivery Cost, All direct & indirect Taxes, All Incidental charges, Installation charges etc. no further or extra charges/amount will be paid beyond the price quoted and approved in the said financial bid.
8. The applying Agency/Firm/Individuals must be registered with PAN, GST, & P. Tax of current validity.
9. TIA is not bound to accept the lowest rate. Quality of above stated items will also be considered in selection of the bidder for supply of items. In case of equal rate, draw of lots will be done.
10. After evaluation of technical bids, the financial bid of technically eligible bidders will be opened and finalized.

**Procurement Consultant**  
**For and on behalf of**  
**West Bengal State Rural Livelihood Mission**

**No:1421/1(6)/PRD-34099/3/2023-ESTT SEC-Dept. of PRD**

**Date: 16.10.2023**

Copy forwarded for information and wide publication at his office notice board please to:-

1. SMD & CEO, WBSRLM
2. AO, WBSRLM
3. Sr. Deputy Secretary, P & RD Department attached to WBSRLM, GoWB
4. Joint Secretary IT, P&RD Department, GoWB
5. Procurement Consultant, WBSRLM
6. CF, WBSRLM

**Procurement Consultant**  
**For and on behalf of**  
**West Bengal State Rural Livelihood Mission**