



Tender Notice for Procurement of Khadya Chaya Uniforms

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

NIT No – 1086/PRD-34014/1/2024-SRLM SEC-Dept. of PRD dated 29.08.2024

**DEPARTMENT OF PANCHAYATS & RURAL
DEVELOPMENT**

GOVERNMENT OF WEST BENGAL

Anandadhara State Office: P&RD Department, GoWB, Joint Administrative Building, 10th Floor, Block HC-7, Sector-III, Salt Lake,
Kolkata– 106; Email: wbsrlm@gmail.com

**No: 1086/PRD-34014/1/2024-SRLM SEC-Dept. of PRD****Date: 29.08.2024**

TENDER NOTICE

Sealed quotation is hereby invited by the Procurement Consultant, WBSRLM for and on behalf of the WBSRLM, P&RD Department, Government of West Bengal from SHG Institutions for procurement of Khadya Chaya Uniforms (as per section IV & V). Intended bidders are requested to drop their bids in the tender box of this office in a sealed envelope by following the terms and condition of this tender notice and as per the date & time schedule mentioned below-

DESCRIPTION OF THE TENDER

Name of work	Time of completion	Estimated Amount
Procurement of Khadya Chaya Uniforms	30 days	₹10,50,000/-

DATE & TIME SCHEDULE

Sl no	Particulars	Date
1	Date of publishing Tender Notice & other Documents online	29.08.2024
2	Bid submission start date	29.08.2024
3	Pre-bid meeting to be held at Office of the Tender Inviting Authority	10.09.2024, 11.00 AM
4	Bid Submission closing date and time	18.09.2024
5	Date of online opening of Technical Proposals	19.09.2024
6	Date of online opening of Financial Proposal	To be notified

Any subsequent notices/circulars/corrigendum related to this tender shall be uploaded at <https://prd.wb.gov.in> and <https://anandadhara.wb.gov.in> websites only. Bidders are requested to check these websites regularly for this purpose.

This Tender document comprises of the following sections:

Section I: Introduction

Section II: Operational Aspect

Section III: General Instructions to Bidders (GIB)

Section IV: Products and its specification

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Section V: Scope of Work (SOW)

Section VI: Eligibility Criteria

Section VII: Evaluation Process

Section VIII: Payment terms

Section IX: Terms & Conditions

This tender shall be evaluated under the two-bid system, i.e., through evaluation of technical and financial bids submitted by the bidders in the tender box of this office in a sealed envelope.

Section I: Introduction

WBSRLM is constantly advocating with various line departments of this Government for creating opportunities of SHG members to be engaged in activities which are economically remunerative and socially relevant. The SHG institutions under Anandadhara (WBSRLM) fold are involved in different catering, food production and supply services at all the districts. To give this livelihoods initiative a shape, 50 Khadya Chaya units (SHG institutions run cafeteria/canteen) have been inaugurated by Hon'ble Chief Minister, West Bengal on 26th April, 2023.

Total 645 SHG members have been trained on culinary skill, food presentation etc. from the end of Paschim Banga Society for Skill Development (PBSSD) under Department of Technical Education, Training and Skill Development, GoWB during 2022-23 and 2023-24.

Sl. No.	District	Total no. of location finalized	Number of units inaugurated	No. of units operational	No. of units ready for inauguration
1	Alipurduar	2	1	1	
2	Bankura	3	2	2	1
3	Purba Bardhaman	3	3	3	
4	Birbhum	2	2	2	
5	Coochbehar	3	1	1	1
6	Dakshin Dinajpur	5	4	4	
7	Darjeeling, GTA	2	2	2	
8	Hooghly	4	0	0	
9	Howrah	3	1	1	
10	Jalpaiguri	3	3	3	
11	Jhargram	9	4	3	
12	Kalimpong	1	0	0	
13	Malda	3	3	3	
14	Murshidabad	4	2	3	
15	Nadia	3	3	3	
16	North Parganas	8	2	2	

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17	Paschim Bardhaman	4	1	1	1
18	Paschim Medinipur	1	1	1	
19	Purba Medinipur	2	2	1	
20	Purulia	3	3	3	
21	Siliguri	2	2	2	
22	South Parganas 24	2	2	2	
23	Uttar Dinajpur	2	2	1	
24	State Level	4	4	2	2
TOTAL		78	50	46	5

Section II: Operational Aspect

The major initiatives taken during the process of implementation are furnished below:

- Standard operating process of Khadya Chaya units has been developed and shared with all districts
- On the basis of requirements shared by the districts, the approval for fund was provided for ensuring quality of the Khadya Chaya units.
- The uniforms (2 sets), duly approved by the Hon'ble Chief Minister, West Bengal were distributed from the WBSRLM end for FY 2023-24.

Section III: General Instruction to the bidders

1. Technical Proposal (This statutory cover shall contain the following documents):

1. Application to participate in e-tender as per Section IV & V: Tender Application Form (Annexure – 2)
2. Technical Documents as under
 - Registration certificate under West Bengal Cooperative Societies Act 2006 or Societies Act, 2006 with NRLM code.
 - Supporting document for Grade “A” category organization under WBSRLM.
 - Documents in support of relevant experience of doing the garment production/ trading business for last 3-5 years
 - Copy of PAN card, trade license and GST registration
 - Audited balance sheet which has been duly authenticated by the competent authority in all last three Financial Years (2021-22, 2022-23 and 2023-24), one of which must be by Statutory Auditors of Cooperation Audit Directorate.
 - Proof of filing of Income Tax return for the last assessment year.



- Relevant documents in support of having experience of Government supply work (Preferable Criteria)
- Sample material of each product (as per section IV) in size of 6" X 3" with duly stamped by the bidder for quality checking purpose.

2. Financial Proposal (Single File)

The price schedule in form of BOQ (Annexure - 1) to be submitted in sealed envelope and the least offer price must be quoted against each item(s).

Note: Both technical documents & financial bid (in a small sealed envelope) should be submitted in a large envelope with gala seal.

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. After this, the 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.

In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Financial Proposal will be opened. IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR 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 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 tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

Penalty Clause:

Non-compliance of any of the terms and conditions of this notice by the successful bidder/Contractor/Supplier/Agency shall result in invoking any or all the following penalty clauses at the discretion of the Tender Inviting Authority (TIA):

- a) Cancellation of the Acceptance of tender as a whole or in part.



b) Recovering loss, if any, occurred to Government.

Section IV: Products and its specification

- During 2024-25, it is found that out of 50 units, 46 no. of units are operational and in this financial year another 15 no. (approx.) of units going to be inaugurated.
- Uniform will be required for another more 150 no. of SHG members going to be involved in newly inaugurated units.
- As per decision of higher authority, this year uniforms will be supplied @ 3 per SHG member for 610 SHG members assuming 10 SHG members per Khadya Chaya unit for 61 Khadya Chaya units in total.
- Approximate no. of uniforms requirement of this year is as follows-

Uniforms	Procurement of uniform during 2023-24	Procurement to be done during 2024-25 (approx.)
Saree	1000	1300
Salwar suit pieces with dupatta	500	650
Apron	1300	1900

Item specification: Cotton Printed Saree

Yarn Composition	100% Cotton
Colour	White base Blue print saree
Length	Min 5.50 meter / Min 206 inch
Width	Min 46 inch
Warp thread per inch	72 (+- 5%)
Weft thread per inch	60 (+- 5%)
Border Width (Both Side)	2.5 inch to 3 inch minimum
Yarn Count (Warp)	64 (+- 2%)
Yarn Count (Weft)	90 (+- 2%)
Weight of the finished saree	Min 330 gm
GSM	Min 50
Colour Fastness	4 or above

Item specification: Salwar & Dopatta Cut Piece

Yarn Composition	100% Cotton Fabric
Colour	Teal Blue
Length for salwar upper	Min 2.5 meter
Length for salwar lower	Min 2 meter
Length for Dopatta	Min 2 meter
Width of fabric	Min 90 cm
Warp thread per inch	90 (+- 5%)

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Weft thread per inch	42 (+- 5%)
GSM	Min 47
Colour Fastness	4 or above

Item specification: Kitchen Apron

Yarn Composition	100% Cotton
Colour	White Blue medium check
Length	Min 30 inch
Width	Min 20 inch
Warp thread per inch	96 (+- 5%)
Weft thread per inch	60 (+- 5%)
Border Width (Both Side)	1 inch minimum
Pocket Size (length)	6.5 inch minimum
Pocket Size (width)	7 inch minimum
Logos	Machine stitched Biswa Bangla Logo at the front top of the apron and Machine stitched Khadya Chaya logo on the pocket.
Back belt measurement	Length 30-inch (one side) minimum Thickness 1.5 inch Pocket side should be white border
Neck Belt measurement	Length 21 inch (round) Thickness 1 .5 I inch

Section V: Scope of Work (SOW)

- The uniforms to be supplied according to the specified quality and colour combination.
- The samples are kept at the SMMU, WBSRLM for checking by the tender participants.
- The samples must be checked by the tender participants before submission of tenders during pre-bid meeting.
- The logos must be machine stitched and must be placed on apron as specified in the photograph.
- The uniforms are to be packed in transparent poly-pack individually (Saree/ Salwar-Kameez-Dopatta/ Apron).
- The stitching quality and finishing of the uniforms must be satisfactory. The consignment would be cancelled upon observation of any such major aberration.
- For any aberration from the specified quality and colour scheme of the uniforms, the entire consignment will be cancelled.
- The replacement request (if any) from the competent authority, for the supplied uniforms, must be complied within 10 days by the supplier.

Section VI: Eligibility Criteria

- The Sangha / Mahasangha shall have valid registration under West Bengal Cooperative Societies Act 2006 or Societies Act, 2006 with NRLM code.



2. The Sangha / Mahasangha should be of Grade “A” category organization under WBSRLM.
3. Sangha / Mahasangha having experience of doing the garment production/ trading business for last 3-5 years.
4. The Sangha / Mahasangha shall have PAN card, trade licence and GST registration
5. The Sangha / Mahasangha must have audited balance sheet which has been duly authenticated by the competent authority in all last three Financial Years (2021-22, 2022-23 and 2023-24) one of which must be by Statutory Auditors of Cooperation Audit Directorate.
6. The Sangha / Mahasangha must have proof of filing of Income Tax return for the last assessment year.
7. The Sangha / Mahasangha should have experience of Government supply work (Preferable Criteria)

Section VII: Evaluation process

After evaluation of technical bids, the financial bid of technically eligible bidders will be opened and finalized on the basis of least cost. If the selected bidder fails to execute the project or if its contract is terminated, the bidder who has made the second lowest bid and so on, shall be asked for its willingness to work on the rates of initially selected bidder.

Section VIII: Payment Terms

Advance payment will not be made in any case. All payments will be subject to issuance of successful and satisfactory deliverables for the period by the agency. Efforts will be made for final payments within 30 days from the date of receipt of the bills. The bills should be supported by copy of work orders and other supporting documents, if any. These documents must be duly verified by the Authorized Officers/ officials of WBSRLM.

Section IX: Terms & Conditions

1. Tender Inviting Authority (TIA) 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 IV & V. The authority will check or test the quality of the service provided and/or materials concerned 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 and to impose penalty as per the valuation of the damage done.

5. The Tender will be valid up to **1 year** (from the date of AOC).
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. While making payment, Income tax/GST shall be deducted at source from the bills as per the rules of the Income Tax Act and GST Act.
10. TIA is not bound to accept the lowest rate. Quality of above stated items/services will also be considered in selection of the bidder for supply of items.

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

No: 1086/1(6)/PRD-34014/1/2024-SRLM SEC-Dept. of PRD dated

dated 29.08.2024

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

1. SMD & CEO, WBSRLM
2. AO, WBSRLM
3. Joint Secretary, P & RD Department, GoWB attached to WBSRLM
4. Joint Secretary IT, P&RD Department, GoWB
5. CF, WBSRLM
6. Office copy

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

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Annexure-1

Price Schedule

Name of Work: Preparation of Coffee Table Book and a short AV on selected Enterprising Stories under Incubation Program of WBSRLM

Contract No: 798/PRD-34011/6/2024-SRLM SEC-Dept. of PRD dated 02.07.2024

Tender Inviting Authority: Procurement Consultant, WBSRLM, P&RD Deptt, Govt. of West Bengal

Name of the Bidder				
Sl. No.	Item Description	Quantity	Rate (including GST, Delivery and installation charges)	Total
1	Cotton Printed Saree (as specified in Section IV of NIT)	1300		
2	Salwar & Dopatta Cut Piece	650		
3	Kitchen apron	1900		
4	Total			

.....
Signature of the bidder with stamp



Annexure-2

Tender Application Form

(Bidders are requested to furnish the Format given in this section, filling the entire blank and to be submitted on Bidder's letter head)

To
SMD & CEO,
West Bengal State Rural Livelihood Mission (WBSRLM)
Joint Administrative Building, HC-7, Salt Lake-106.

Sub: Procurement of Khadya Chaya Uniforms.

Dear Sir,

We the undersigned bidder/(s) declare that we have read and examined in details the specifications and other documents of the subject Tender No. 1086/PRD-34014/1/2024-SRLM SEC-Dept. of PRD dated 29.08.2024 for “**Procurement of Khadya Chaya Uniforms**”.

We further declare that we have agreed and accepted all the clauses / sub-clauses / formats / terms & conditions other requirements related to the said tender and we will abide by the same as mentioned in the tender document while participating and executing the said tender.

Thanking you, we remain

Yours faithfully

.....
Signature

.....
Name in full

.....
Designation

.....
Company Stamp

Dated, thisday of2024