WEST BENGAL BOARD OF SECONDARY EDUCATION

Nivedita Bhavan, DJ-8, Sector-2, Karunanymovee, Saltlake, Kolkata-700091

NOTICE INVITING TENDER

Memo No: N/S/467

Dated: 01.03.16

West Bengal Board of Secondary Education (WBBSE) invites sealed tender in two Bid system viz, Part-I: Technical Bid and Part II: Price/Commercial Bid from reputed /eligible contractors for “Annual Rate contract for transportation of goods from WBBSE premises at Kolkata to various destinations within West Bengal by trucks on” lump sum” basis and also by vehicles other than trucks on” Rate per K.M/ Rate per Hour / Minimum hiring charge (whichever is higher)” basis.”

<table>
<thead>
<tr>
<th>Scope of work</th>
<th>Annual Rate contract for transportation of goods from WBBSE premises at Kolkata to various destinations within West Bengal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earnest money</td>
<td>Rs 20000/-</td>
</tr>
</tbody>
</table>

Note: The registered SSI units of West Bengal shall be exempted from payment of EMD. To claim the exemption necessary valid certificate of registration is required to be produced.

Interested parties may view and download the tender document containing the detailed terms and conditions free of cost from the website [www.wbbse.org](http://www.wbbse.org)

The sealed Bids should reach the office of “Secretary, West Bengal Board of Secondary Education, Nivedita Bhavan, DJ-8, Sector-2, Bidhannagar, Kolkata-700091”

The technical bids of the prospective tenderers will be opened by the tender committee at the scheduled date and time. The Price/ commercial bid of the technically qualified bidders only will be opened at a later date to be intimated in due course.
1. Eligibility Criteria for participation in the tender

Following documents / informations are to be submitted in technical bid for establishing bidder’s eligibility for considering his financial bid:

a) Declaration to be furnished on letter Head of the Bidder as per prescribed format given in ANNEXURE 1
b) EMD of Rs. 20000/- to be deposited by way of Demand Draft in favour of "WBBSE Fund, A/C RBI, Kolkata" payable at Kolkata. Valid registration certificate to be produced by SSI units in West Bengal claiming exemption from EMD.

c) Must have valid Trade Licence (self attested copy to be produced)
d) Must have valid Service Tax registration certificate (self attested copy to be produced)
e) Must have valid Professional Tax registration certificate (self attested copy to be produced)
f) Service Tax return for the financial year 2013-14/ 2014-15 or current Service Tax payment challan (Self attested copy to be attached)
g) Professional Tax return for the financial year 2013-14/ 2014-15 or current Professional Tax payment challan (Self attested copy to be attached)
h) Income Tax return for the financial year 2013-14/ 2014-15 (Self attested copy to be attached)

2. Important Informations

Bid submission start date- 03.03.16

Last date for submission of bids- 14.03.16 upto 05.00 P.M

Date and time of opening of technical bid – 16.03.16 at 4.00 P.M

Date and time of opening of price/commercial bid---- 18.03.16 at 4.00 P.M

Note:- 1. Any downloading from the website is at the sole risk and responsibility of the user. WBBSE will not be responsible for delay/difficulty/inaccessibility of downloading facility for any reason whatsoever.

2. Corrigendum/addendum to this tender, if any, will be uploaded in the website mentioned above. This may kindly be noted by the bidders/prospective bidders.

3. WBBSE reserves the right to reject any or all the tenders in part or in full without assigning the reasons thereof.

4. Unsigned bids or conditional bids and incomplete bids shall be liable for rejection.
3. GENERAL TERMS AND CONDITIONS OF TENDER

1. The tender is to be submitted under “TWO BID” system viz, “Technical Bid” and “Price/commercial Bid”. Both these bids should be sealed separately and to be submitted in one sealed cover.

2. The cover containing “Technical bid” and “price/commercial bid” should be sealed and superscribed “Tender for Annual Rate contract for transportation- Technical bid or price/commercial bid “ as the case may be.

3. The “price/commercial bid” shall be furnished in prescribed format as given in SCHEDULE-A and SCHEDULE-B and clearly mention the taxes, if any. The bid submitted in any form other than Schedule- A&B will be treated as non-responsive and will be rejected.

4. The offer should remain valid at least for 90 days from the date of opening of the price/commercial bid.

5. No escalation of rates under any circumstances will be entertained during the period of contract.

6. The initial period of contract will be for one year. However the same may be renewed for a further period under mutually agreed terms and conditions.

7. The successful bidder is required to submit PERFORMANCE SECURITY DEPOSIT of Rs.50000/- . EMD amount of Rs.20000/- already deposited will however be adjusted towards the said performance security deposit and thus he/she is to make a fresh deposit of Rs.30000/- by way of Demand Draft in favour of “WBBSE Fund, A/C RBI, Kolkata” payable at Kolkata failing which offer will be liable to be cancelled and the EMD will be forfeited. No interest will be paid on the performance security deposit.

8. In case of non-compliance of the contract, unsatisfactory performance or any deviation from terms and conditions of the contract, the performance security deposit amount will be forfeited in part or whole.

4. Termination of Contract:

a) If the service of the contractor at any stage is found unsatisfactory, the Board is likely to terminate the contract without assigning any reason and notice. The performance security deposit will be forfeited, in that case, without any intimation.

b) The Board may, without prejudice to any other remedy for breach of contract, terminate the contract in whole or parts if the contractor fails to arrange the required vehicleas per instruction.

c) The Board may, without prejudice to other rights provided under law or the contract, get the supply of vehicle at the risk and cost of the contractor in above circumstances.
d) The Board may also give written notice for termination of the contract and without
compensation to the contractor may terminate the contract if the contractor become unwilling or
become bankrupt or otherwise insolvent without affecting its right of action or remedy as hirer.

10. Any sum of money due and payable to the contractor (including performance security deposit
refundable to him) under this contract may be appropriated by the Board and set off the same
against any claim of the Board for payment of a sum of money arising out of this contract or under
any other contract made by the contractor with the Board.

5. SPECIAL TERMS AND CONDITIONS OF TENDER

1. The contractor may be required to produce the vehicle as required by the concerned Department
in a very short notice and any failure on the part of the contractor will be treated as breach of
contract for which necessary action will be taken.

2. After loading of the material at our end a consignment note will be issued by the contractor
containing every details of the consignment including vehicle no.; Type of vehicle(i.e Six wheeled
Truck/Ten wheeled Truck/Other vehicles etc.); name of consignee ; place of destination etc.
acknowledging the taking over the custody of the material.

3. After unloading the consignment at the destination the contractor will get the said consignment
note duly certified by our representative accompanying the truck/vehicle and produce the original
copy of it with the invoice for processing for payment.

4. Carrying the consignment at the destination in time is the essence of the contract and any undue
delay in this respect will be dealt with seriously.

5. No transhipment en-route shall be allowed.

6. The selected bidder will have to produce the vehicles as tendered for inspection of the security
department of the Board as and when required.

7. Any incidental expenses incurred, if any, by the contractor during transit will be borne by the
contractor.

[Signature]
SECRETARY 1.3.16

WEST BENGAL BOARD OF SECONDARY EDUCATION
### 6. Price/commercial bid

**SCHEDULE A**

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Vehicle Required</th>
<th>Rate per Km.(in Rs.)</th>
<th>Rate per Hour(In Rs.)</th>
<th>Minimum Charges for hiring per day(in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TATA 407 Covered Van</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>2</td>
<td>TATA SUMO</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>3</td>
<td>TATA 407 Open Van</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>709 Covered Van</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Log Book for each vehicle is to be maintained by the driver, authenticated by the officials of WBBSE. Bill must be prepared date wise and submitted to WBBSE along with the Log Book. The amount shall be calculated in Rate per K.M./ Minimum hiring charges per day, whichever is the highest.

**SCHEDULE B**

<table>
<thead>
<tr>
<th>Sl No</th>
<th>From</th>
<th>Destination</th>
<th>Rate for 6 Wheeler Lorry( in Rs.)</th>
<th>Rate for 10 Wheeler Lorry( in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kolkata/Saltlake</td>
<td>Chandannaga r(Hooghly &amp;Chandannagar)</td>
<td></td>
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<tr>
<td>2</td>
<td>Kolkata/Saltlake</td>
<td>Asansol &amp; Durgapur</td>
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<td></td>
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<tr>
<td>3</td>
<td>Kolkata/Saltlake</td>
<td>Kalna &amp; Katwa</td>
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<tr>
<td>4</td>
<td>Kolkata/Saltlake</td>
<td>Suri(Suri &amp; Bolpur) &amp; Rampurhat</td>
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<td></td>
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<tr>
<td>5</td>
<td>Kolkata/Saltlake</td>
<td>Arambag</td>
<td></td>
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<td>6</td>
<td>Kolkata/Saltlake</td>
<td>Bishnupur &amp; Bankura</td>
<td></td>
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<tr>
<td>7</td>
<td>Kolkata/Saltlake</td>
<td>Burwan Regional Office(Sadar)</td>
<td></td>
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<tr>
<td>8</td>
<td>Kolkata/Saltlake</td>
<td>Medinipur R.O(Sadar &amp; Kharagpur)</td>
<td></td>
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<tr>
<td>9</td>
<td>Kolkata/Saltlake</td>
<td>Kanthi (Kanthi &amp; Egra)</td>
<td></td>
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<tr>
<td>10</td>
<td>Kolkata/Saltlake</td>
<td>Srikrishnapur(Tamluk &amp; Haldia)</td>
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<tr>
<td>11</td>
<td>Kolkata/Saltlake</td>
<td>Purulia &amp; Raghunathpuri</td>
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<tr>
<td>12</td>
<td>Kolkata/Saltlake</td>
<td>Ghatal&amp; Khatra</td>
<td></td>
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<tr>
<td>13</td>
<td>Kolkata/Saltlake</td>
<td>Jhargram</td>
<td></td>
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<tr>
<td>14</td>
<td>Kolkata/Saltlake</td>
<td>North Bengal R.O(Sadar &amp; Darjeeling)</td>
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<tr>
<td>15</td>
<td>Kolkata/Saltlake</td>
<td>Jalpaiguri &amp; Malbazar</td>
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<tr>
<td>16</td>
<td>Kolkata/Saltlake</td>
<td>Mathabhanga &amp; Coochbehar</td>
<td></td>
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<tr>
<td>17</td>
<td>Kolkata/Saltlake</td>
<td>Birpara &amp; Alipur</td>
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<tr>
<td>18</td>
<td>Kolkata/Saltlake</td>
<td>Malda &amp; Chanchal</td>
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<tr>
<td>19</td>
<td>Kolkata/Saltlake</td>
<td>Gangarampur &amp; Balurghat</td>
<td></td>
<td></td>
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<tr>
<td>20</td>
<td>Kolkata/Saltlake</td>
<td>Raiganj &amp; Islampur</td>
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</tbody>
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**SECRETARY**

1.3.16

WEST BENGAL BOARD OF SECONDARY EDUCATION
I / We have carefully gone through the "Notice Inviting Tender" bearing no. N/S/467 Dated-01.03.16 and others tender documents mentioned therein. I / We have also carefully gone through the Terms & Conditions of the above referred NIT. My / Our tender is offered taking due consideration of all factors, and if the same be accepted I / We promise to abide by all the terms and conditions laid down in the said Tender documents and carry out and complete the work to the satisfaction of the WBBSE.

Postal address

Name of the Tenderer

Mobile Number of the Tenderer

Signature of the Tenderer