



**Government of West Bengal
Office of the District Magistrate & Collector
North 24-Parganas, Barasat
(District Kanyashree Cell)**

NOTICE INVITING E-TENDER

Memo No. : 651 /Kanya/N24P

Dated- 07.12.2017

E-Tenders are invited by the District Magistrate, North 24-parganas for supply of GI (Karate Dress) for Kanyashree Girls as mentioned in Annexure II for Kanyashree Prakalpa for the period of one year from reputed agencies whose annual turnover in the last three years is not less than Rs.50,00,000/- (Rupees fifty lakhs) only in the similar field of supply. The agency should not have been black listed by any Central Government/State Government/PSU. The methods of submission of tender amounts Bid Security/Security Deposit and General Terms and Conditions applicable to contract have been mentioned in Annexure I. The work is to be performed strictly as per Parameters/technical specifications given in part- I of Annexure II. The terms and conditions specific to the contract have been mentioned in Part-II of Annexure II. The proforma for submission of tender has been given in Annexure III (for Technical Bid) and Annexure IV (for Commercial Bid) to this Notice Inviting Tender. The schedule of tender is given as under:

2. Schedule of E-Tender

Tender No. : 651 /Kanya/N24P,

Dated- 07.12.2017

Contractors eligible to submit Tender:

- Bonafide Contractors having upto date clearance certificate of Professional Tax and latest GST Clearance Certificate, PAN Card and Income Tax Return / Clearance (For Assessment Year 2016-17)
- Intending Co-Operative Societies should submit N.O.C. and other documents from the appropriate authority.
- **They will have to submit current credential certificate for One year during last three consecutive years that will be valued at not less than Rs.10,00,000 (Rupees Ten lakhs) only.** The credential must be of similar nature & completed work in the field of supply of GI (Karate Dress) & other IEC Materials.

Sl. No.	Particulars	Date & Time
1	Date of Uploading of Tender Notice & Other document(s)	08/12/2017, 1.00 P.M.
2	Date of starting of download the documents	08/12/2017, 3.00 P.M.
3	Date of starting of submission of Technical Bid & Financial Bid documents	08/12/2017, 5.00 P.M.
4	Date of closing of submission of Technical Bid & Financial Bid documents	22/12/2017, 1.00 P.M.
5	The last date of physically submission of original Demand Draft against earnest money in the tender box kept in the office of the Additional District Magistrate (T), North 24 Parganas.	22/12/2017, 1.00 P.M.
6	Date of opening of Technical Bid documents at the office of the Additional District Magistrate (T), North 24 Parganas.	26/12/2017, 1.00 P.M.
7	Opening of Financial Bid at the office of the Additional District Magistrate (T), North 24 Parganas.	29/12/2017, 1.00 P.M.

3. The Tender Form along with terms and conditions can be seen in this office Notice Board on any working day (Monday to Friday) from 10.00 am to 5.00 pm. Tender notice can also be seen and downloaded from the website of the District i.e. www.north24parganas.gov.in.

4. Details of item with specification is mentioned below:

Sl. No.	Name of the article	Specification	Size/Details	Quantity	Rate Per Unit/Piece
1	GI (Karate Dress)	White coloured with printing of Kanyashree Logo and Name of the District on chest etc.	Standard Size fit for the girls aged between 13 years to 18 years (small/medium/large/extra large).	2000 Pcs.	Price one GI (Karate Dress) Rs.750/- each

Additional District Magistrate (T)
 North 24-Parganas

ANNEXURE – II**Sub.: Notice Inviting E-Tender for Supply of Items as mentioned in ANNEXURE – IV****A. SPECIFICATIONS.****PART – 1**

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|----|---------------------|------------------------------------------------------------------------------------------------------------------------------|
| 1. | Description of work | Supply of Items as mentioned in ANNEXURE – IV to Blocks, Municipalities , Sub-Divisions and District level of this District. |
| 2. | Period of Contract | One Year. Extendable for three months on the same terms and conditions of the contract. |
| 3. | Volume of work | Approximate Annual requirements- Depends upon necessity of different programmes related with Kanyashree Prakalpa. |
| 4. | Method of supply | Supply to be made at Blocks, Municipalities, Sub-Divisions and District level of this District. |

PART – II**TERMS AND CONDITIONS SPECIFIC TO THE CONTRACT**

1. The rates quoted by the tenderer should be including of all charges like loading & unloading, transportation upto delivery point..
2. Supply Order to all levels is to be completed by the stipulated time as will be specified time to time by the authority concerned.
3. The work should be done by the Agency with utmost sincerity and honesty.
 - i) Tenderers should quote only one rate. No conditional rate will be considered and accepted.
 - ii) The rates should be quoted strictly in the prescribed form of quotation and should be inclusive of all taxes & all kind of charges.
 - iii) No extra payment will be admissible due to price hike of any materials during contract period.
4. Time schedule for supply of articles are to be strictly adhered to by the tenderer, in the event of failure to do so, supply work will be carried out by any other Agency, the extra cost to be borne for, this will be realized from the transport Agency from his security deposit / balance of payments due to the Government.
5. One authorized representative of the Agency will pay visit to district Kanyashree Cell at least once in a week for receiving work order and to keep district authority informed on progress of work; at the end of the work a report of work done to be submitted to the Additional District Magistrate (T), North 24 Parganas.
6. Designs are to be provided to the district level both in the form of soft copy & hard copy. Modification in any item may be made at any stage during the tender period.
7. The last date of physically submission of original Demand Draft against earnest money in the tender box kept in the office of the Additional District Magistrate (T), North 24 Parganas on 22/12/2017, 1.00 P.M. The filling and signed tender form must be uploaded in the Technical Bid of E-Tender otherwise participants will be rejected.
8. Specimen sample must be submitted at the time from 08/12/2017 at 5.00 p.m. to 22/12/2017 upto 1.00 p.m Tenders without valid sample will not be entertained.
9. Details of the Tender will be available in <https://wbtenders.gov.in> and it will be available on www.north24parganas.gov.in.
10. Technical Bids will be evaluated first. Financial Bid will be evaluated only for those agencies which will be found eligible on Technical Bids.

ANNEXURE – III
TENDER FROM – 1 – TECHNICAL INFORMATIONS AND UNDERTAKING
 (See Clause 7 of Annexure – I of this Tender Document)

Sub.- Notice Inviting E-Tender for Supply of GI (Karate Dress) for Kanyashree Girls to Block, Municipality & Sub-Division for observance of Kanyashree Sangha.

1. Name of the Tenderer / Concern _____.
2. Nature of the Concern: _____ (i.e., sole proprietor or Partnership firm or a Company or a Government Department or a Public Sector Organization).
3. Demand Draft No. _____ Dated _____ name of Bank with Branch _____ (to be enclosed) and amount of Bid Security Deposit Rs. _____ (Rupees _____ only).
4. Whether each page of NIT and its Annexures have been signed and stamped.
5. Details of PAN with photocopy of PAN Card.
6. Attested copy of the Certificate of Registration of firm.
7. Attested copy of GST No. allotted.
8. Annual balance sheets for the last 3 years along with the proof of job entrusted by Government Organizations during the last three years (upto Assessment Year 2016-17).
9. Attested copies of receipt copies of I.T. returns of the Individual/Firm/Co-operative Societies for the last 3 (three) years to be submitted (upto Assessment Year 2016-17).
10. Credential Certificate must be submitted for completed work for one year during the last three consecutive years.
11. Any other information.

Dated _____ at _____

**(Dated Signature of Tenderer with
Stamp of the firm)**

UNDERTAKING

1. I / We undertake that I / we have carefully studied all the terms and conditions and understood the parameters of the proposed work of the Department and shall abide by them.
2. I / we also undertake that I / we have understood "Parameters and Technical specifications for conducting the work" mentioned in Annexure II of the Tender No. _____ dated _____ and shall conduct the work strictly as per these "Parameters and Technical Specifications for conducting the work"
3. I / we further undertake that the information given in this tender are true and correct in all respect and we hold the responsibility for the same.

**(Dated signature of Tenderer
With stamp of the firm)**

ANNEXURE – IV
(TENDER FORM – 2 – COMMERCIAL INFORMATION)
(See Clause 8 of Annexure I of this Tender Document)

Sub.: Notice Inviting E-Tender for Supply of Items as mentioned below

1. Total price for the work inclusive of all kinds of taxes & incidental charges.

Sl. No.	Name of the article	Specification	Size/Details	Quantity	Rate Per Unit/Piece	Quotated Rate per Unit/Piece
1	GI (Karate Dress)	White coloured with printing of Kanyashree Logo and Name of the District on chest etc.	Standard Size fit for the girls aged between 13 years to 18 years (small/medium/large/extra large).	2000 Pcs.	Price one GI (Karate Dress) Rs.750/- each	

(N.B. Specimen sample must be submitted from 08/12/2017 at 5.00 p.m. to 22/12/2017 upto 1.00 p.m. Tenders without valid sample will not be entertained).

**(Dated signature of Tenderer
With stamp of the firm)**



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SCHEDULE OF THE E-TENDER

A. Details of item with specification is mentioned below:

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B. Details of E-Tender

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 Additional District Magistrate (T)
 North 24-Parganas