

Govt. of West Bengal  
Office of the  
Superintendent of Police  
Uttar Dinajpur, West Bengal

Memo No. \_\_\_\_\_ /

Date: \_\_\_\_\_ / \_\_\_\_\_ / 2018

To,

The Director,  
Department of Information & Cultural Affairs  
Govt. of West Bengal,  
Nabanna, H.R.B.C. Building,  
325, Mandirtala, Howrah 711102

Sub: Arrangement for Publication of e-Tender notice for procurement of tracksuit in c/w "Khet Nadi Utsav".

With reference to the above subject matter this is to inform you that an e-tender 1<sup>st</sup> call notice has been published in <http://wbtenders.gov.in> on 29/10/2018 and whose last date of bid submission is on 04.11.2018.

Hence, I am enclosing herewith an e-Tender notice of Superintendent of Police, Uttar Dinajpur with a request to make arrangement for publication in 03 (Three) leading daily news papers i.e. in **BENGALI, ENGLISH & HINDI** respectively.

A line of confirmation regarding date of publication is also requested.

The details of the advertisement matter to be published in newspapers is given below:-

e.Tender is invited by the Superintendent of Police, Uttar Dinajpur for procurement of Track suit of branded / reputed company in c/w "Khet Nadi Utsav" -2018-19. Rate should be quoted in the prescribed format (standardized BOQ ) last date of submission of e-tender is on **09/11/2018 at 11:00 hrs** and opening date is **on 12/11/2018** .For details please see the portal in <http://wbtenders.gov.in> and you can also contact with O/C Dept. Store, Karnajora Police Line, Karnajora Uttar Dinajpur on any working days between 10.30 hrs to 16.00 hrs .

Sd/-  
Superintendent of Police  
Uttar Dinajpur

Dealing Asstt.- O/C Dept. Store, Karnajora Police Line, Uttar Dinajpur. Contact No. 7001940447.


Sd/-  
Superintendent of Police,  
Uttar Dinajpur

Memo No. 1149 (6) / R1 (2nd call)

Date: 29 / 10 / 2018

Copy forwarded to:

1. The Inspector General of Police (O) holding additional charge of Dy. Inspector General of Police (O), West Bengal for kind information.
2. The Dy. Inspector General of Police, Uttar Dinajpur Range, Raiganj for kind information
3. All Superintendent of Police, West Bengal to display in their Office Notice Board
4. All Commandants of West Bengal including EFR for its display in their office notice board.
5. The District Magistrate, Uttar Dinajpur for kind information
6. The Addl. Superintendent of Police (HQ), Uttar Dinajpur for information.

  
Superintendent of Police  
Uttar Dinajpur  
Superintendent of Police  
Uttar Dinajpur

Government of West Bengal  
Office of the Superintendent of Police  
Uttar Dinajpur

NOTICE INVITING e-TENDER (2<sup>nd</sup> Call )  
NOTICE INVITING e-TENDER No. 01/SP/2018/19 Dt: 29 / 10 /2018.

Separate tenders are invited by the Superintendent of Police, Uttar Dinajpur for the work mentioned in the table below through (e tendering). The intending tenderers may visit the Web site <http://wbtenders.gov.in> for the tender notice & other details. Submission of bid will be through online.

SL No	Name of the work	Amount put to the tender (In Rs )	Earnest Money (In Rs)	Cost of tender documents (In Rs )	Period of Completion	Eligibility of contractor
1	2	3	4	5	6	7
1	Supply of Track Suit of branded company( Nike, Puma ,Adidas, Reebok of 04 (four) different Colour )	1300000/-	26000/-	Nil	07 (seven) Days	Please refer cover "A" (iii)

1. For e-tendering, intending tenderer may download the tender document from the said website directly with the help of Digital signature Certificate. Necessary Earnest money(where required) shall be deposited by the intending tenderes by way of NSC/Bankers Cheque in favour of the Superintendent of Police, Uttar Dinajpur and the same should be documented for e-tendering & virus free scanned copies be uploaded.

2. The Earnest money deposit in the form of NSC/Bankers Cheque will be received by O/C Dept. Store, Karnajora Police Lines, Uttar Dinajpur during office hours on working days. Non submission of the original NSC/Bankers Cheque till specified time and date, the bids will be summarily be Rejected.

3. Properly Indexed & self-attested documents & duly digitally signed of both the Technical Bid and the Financial Bid should be concurrently submitted in the Website mentioned above as per time schedule given below.

4. Eligibility criteria for participation in tender.

i) The prospective tenderer, as a primary agency should produce credential of Last 03(three ) years.

(ii) Technical Bid Documents should be accompanied with copies of tenderer's Pan Card. Professional Tax, GST No. Receipt/Challan for the current year (if any)/income Tax returns/Voter I card.

(iii) The partnership firm is required to furnish copy of Registered Partnership Deed.

5. Payment of bill on its production will be made after successful execution of the work subject to availability of fund and no claim, whatsoever, will be entertained for any delay of payment. No escalation charge will be entertained against any N.I.T/ any accepted tender. Deduction of Income tax, GST etc. will be made at source in accordance with the existing rules/orders

6. Bids shall remain valid for a period of 120 days (one hundred twenty) from the date of opening of Financial Bid. If the bidders withdraw the bid during the period of bid validity, the earnest money as deposited will be forfeited responsibility.

Forthwith assigning any reason thereof. No interest on the deposited Earnest Money be allowed if the said bid is cancelled.

07. Date & time Schedule.

SI No	Particulars	Date & Time
1	Date of uploading NIT document (Online ) (publishing date)	29/10/2018
2	Start date of downloading of documents (Online )	29/10/2018 (1 pm)
3	Last date of Submission of Bid (Online )	09/11/2018 (4 pm)
4	Start date of submission of Bid (Online)	29/11/2018 (1 pm )
5	Last date of Submission of Bid (Online )	09/11/2018 (4 pm)
6	Last date of Submission of original copies for the EMD	09/11/2018 (2 pm)
7	Opening date of Technical Bid (Online )	12/11/2018 (11 am)
8	Date of Scrutiny of technical Bid (Offline )	12/11/2018
9	Opening date of financial Bid (Online )	-
10	Date of Scrutiny of Financial Bid) (Offline )	-

8. Financial bids of those tenderers who qualify in technical bid will only be opened. Dates, if changed, due to un- avoidable. circumstances, will be published in the said websites and the office notice board only without any individual intimation.

9. No cost of Bidding shall be reimbursable by the Office of the Superintendent of Police, Uttar Dinajpur authority may accept or reject any tender without assigning any reason. whatsoever, and is not liable for any cost that might have been incurred by a Bidder.

10. Refund of EMD: The Earnest Money of all unsuccessful Tenderers will be refunded through on receipt of application from the Tenderer from the Office of the Superintendent of Police, Uttar Dinajpur.

11. Payment will be made only after placement of fund from the sanctioned authority.

12. The Superintendent of Police, Uttar Dinajpur reserves the right to cancel the N.I.T due to unavoidable circumstances and no claim in this respect will be entertained.

13. A tenderer's bid will be out rightly rejected with a forfeiture of his earnest money if it comes to the notice of the tender inviting authority during scrutiny that the credential or any other papers of a tenderer are manufactured/fabricated, etc.

14. The Tender Inviting Authority may verify the original credential & other original documents of the lowest tender, if found necessary, before issuance of the work order and the work order will not be issued in favour of the tenderer if it is found on verification that such document submitted by him is either manufactured or fabricated etc.

15. A clause stated in the later notification will supersede the corresponding one mentioned in former notification in following sequence:

- a) Tender Form as prescribed.
- b) NIET.
- c) Special terms & Conditions.
- d) Technical Bid.
- e) Financial Bid.

## INSTRUCTION TO BIDDERS

1. General Guidance for e- Tendering: Instructions/ Guidelines for electronic submission of the tenders have been annexed for guidance/assistance of the tenderers to participate in e Tendering.
2. **Registration of Tenderer:** Any Tenderer willing to participate in e- Tendering will have to get himself enrolled and registered with the Govt. e procurement system by logging on to <http://wbtenders.gov.in>. The tenderer is to click on the link for e-tendaring site as given on the web portal.
3. Digital Signature Certificate (DSC): For submission of tenders, each tenderer is required to obtain a digital signature certificates (DSC) from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount, the details of which are available at the web site.
4. A tenderer can search & download NIT & tender documents electronically, the only mode of collection of tender documents, from computers once he logs on to the website using his Digital Signature Certificate.
5. **Submission of tenders:** General process of submission:-Both the Technical bid and the financial bid in separate folders will have to be submitted online in the website at a time for each work before the notified date & time using the Digital Signature Certificate (DSC) and virus scanned and duly digitally signed copies of documents should also be uploaded in the website. (These documents will get encrypted i.e, transformed into non- readable formats).

### Cover "A"

(Technical Bid should contain scanned copies of the followings in one cover)

- I. Scanned Copy of trade license.
- II. Scanned Copy of Bank Draft /NSC /Bankers Cheque towards earnest money (E.M.D)
- III. Scanned Copy of Proper Credential Certificate in form of Completion Certificate /Payment Certificate of at least one work of similar nature having a magnitude of the amount put to tender under the State Government or its undertaking or the Central Government or its undertaking or any Statutory Body during the last 3 [three] years from the date of issue of this Notice
- IV. Scanned Copies the Professional Tax (PT) Deposit Receipt Challan for the current financial year the I.T. PAN Card, the GST Certificate.
- V. Scanned Copy of Registration Certificate under the Companies Act. (if any)
- VI. Scanned Copy of Registered Deed of Partnership Firm/Article of Association & Memorandum.
- VII. Scanned Copy of Power of Attorney (For Partnership Firm/Private Limited Company, if any.
- VIII. Scanned Copy of up to date "No Objection Certificate" issued by the Assistant Registrar of Co-operative Societies (ARCS)
- IX. An Engg.co-operative society, if categorically mentioned in NIT, will have to submit credential as mentioned in above and is exempt from deposit of Earnest Money only.

N.B: Original copies of all documents have to be produced on demand for checking otherwise tender will summarily be rejected.

### Cover "B"

#### Financial Bid.

The financial proposal should contain the following documents in one cover (folder) i.e. the contractor is to quote the rate (Item wise rate) online through computer in the space marked for quoting rate in Bill of quantities (BOQ). Only downloaded copies of the above documents are to be, uploaded virus scanned & digitally by contractor.

### 8. Rejection of BID .

The Employer (Tender Accepting Authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the effected Bidder or Bidders of the ground for Employers (Tender Accepting Authority) action.

### 9. Tender Selection Committee.

- I. The Committee will act for recommendation of technically and subsequently financially qualified bidders
- II. Intending Tenders may remain present during evaluation of Technical & Financial Bids. Technical Bids will be opened first and the defective tender will summarily be rejected

  
Superintendent of Police  
Uttar Dinajpur

Memo No \_\_\_\_\_/

Date \_\_\_\_/\_\_\_\_/2018

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5. The District Magistrate, Uttar Dinajpur for kind information
6. The Addl. Superintendent of Police (HQ), Uttar Dinajpur for information.


Superintendent of Police  
Uttar Dinajpur

Memo No 1150(6) RI

Date 29/10/2018

Copy to:

1. O/C DCRB to upload the same in website. <http://wbtenders.gov.in>.

  
Superintendent of Police  
Uttar Dinajpur  
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