



West Bengal Forest Development Corporation Limited
(A Govt. Of West Bengal Undertaking)
Registered Office :
"Aranya Bikash", KB-19, Sector-III, Salt Lake City
Kolkata-700106



Tender Document No: 83/18-3(A)/22-23

10.06.2022

Sealed tender called from suitable agency/supplier/manufacturer for Supply of Glass Bottle and Lug Cap for Honey Filtration Unit Under West Bengal Forest Development Corporation

West Bengal Forest Development Corporation Limited intends a agency/supplier/manufacturer/individuals for supply of 500 gm Glass Bottle and 63 mm Lug Cap (RED/GOLDEN) for West Bengal Forest Development Corporation. The minimum technical requirements for the consultant to submit their application are as follows :

1. The Bidder/ Tenderer may be a Proprietorship Firm / Partnership Firm / Private Limited Company / Public Limited Company/ Limited Liability Partnership / Cooperative Society/ Society. The Applicant must have Office in West Bengal and minimum three years' experience to Supply liveries to Government/ Semi Government Sectors
2. Intending Bidder/ Tenderer should produce credentials of providing such liveries to Government Department/ agencies or having a resource with minimum 5 years of experience in undertaking procurement process with Government Agencies.

➤ **Specification :**

- 500 gm Automatic Lug Neck Glass Bottle (Round Ultra 155 X 63 mm) – 35,000 pcs
- 63 mm Lug Cap (RED/GOLDEN) for 500 gm Bottle – 35,000 pcs

➤ **Along with the Minimum Qualification Requirements, the Applicant shall also need to submit the following:**

- Trade License (in case of proprietorship firm/ partnership firm)
- In case of Company – Please enclose Memorandum and Articles of Association along with certificates of incorporation, and date of commencement of business etc.
- In case of Partnership Firm, registered under the Partnership Act., 1932 – Please enclose details of partners, details of their business and partnership deed etc. duly attested by Notary
- GST Certificate

➤ **Terms & Conditions :**

- a. WBFDCCL reserves the right to reject the Application/ Bid of any Bidder who is a defaulter to the WBFDC Ltd. & the Forest Directorate, W B in respect of payment of dues.



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- b. The evaluation of the applications for empanelment shall be carried out by the committee constituted for the purpose.
- c. Any un-authenticated, alterations, erasures, overwriting, blanking out or discrepancies may render the Tender Document submission invalid. The evaluation of the response will only be based on the documents submitted and evaluation committee reserved the right to relax the evaluation criteria.
- d. Response submitted by Fax or E-mail or any form other than mentioned above will not be acceptable and liable for rejection by WBFDC.
- e. In case the successful bidder reviles from the offer within the validity of tender, the earnest money will be forfeited. Similarly, if successful contractor fails to commence the work within 30 days from the date of issue of offer letter, the amount of earnest money will also be forfeited besides blacklisting the firm.
- f. The undersigned reserves the right to reject the Application/ Bid of any Applicant who is a defaulter to the WBFDC Ltd. & the Forest Directorate, W B in respect of payment of dues.
- g. The evaluation of the applications for empanelment shall be carried out by the committee constituted for the purpose.
- h. During Technical Evaluation, the Applicants will be provide a sample presentation before the committee at, Aranya Biskash, Kolkata on a date as decided by WBFDC.
- i. Delivery to be made at EM-5, Sector- V, Salt Lake City, Kolkata – 700 091
- j. **The Price Bid quoted by the Bidder shall remain valid for 1 year and materials may supply as and when required basis.**
- k. The Tenderer can submit its bid by **3:00 PM (IST), 19.06.2022** and the Tender can be submitted in hard copy in a proper sealed envelope by the name to the undersigned at the address given below.

The Divisional Manager,
Kolkata Forest Corporation Division,
‘Aranya Bikash’,
KB-19, Sector-III, Salt Lake City,
Kolkata-700106
E-mail: kfed@wbfdc.com

A. Envelop 1: Technical Bid: The Bidder shall submit the following document as part of its Technical Bid

- i) Details of the Bidder.
- ii) Proof towards Manufacturing unit/ Authorized Dealer or Distributor.
- iii) EMD/ Security Deposit.



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- iv) Trade License (in case of proprietorship firm/ partnership firm)
- v) In case of Company – Please enclose Memorandum and Articles of Association along with certificates of incorporation, and date of commencement of business etc.
- vi) In case of Partnership Firm, registered under the Partnership Act., 1932 – Please enclose details of partners, details of their business and partnership deed etc. duly attested by Notary
- vii) GST Certificate
- viii) Sample should be attached with all required documents

Note: After sample checking with technical documents bidder should be selected for financial evaluation.

- B. Envelop 2 : Financial/Price Bid:** The Bidder shall submit all-inclusive financial quotes as its Financial Bid as given in Annexure – 1, the price bid quoted by the Bidder shall be inclusive of taxes & duties including GST. The Price Bid shall be exclusive of Freight, which will be paid on actual basis.

➤ **Bid Security**

- a. The Bidder shall furnish, as part of its Bid, a Bid Security equivalent to Rs. 10,000/- (Rupees Ten thousand only).in the form of Bank DD/Cheque favoring Divisional Manager, Kolkata Forest Corporation Division, payable at Kolkata. Bid Security is exempted for applicants who are registered with MSME and NSIC for the services for which enlistment is sought on production of documentary evidence

➤ **WBFDC's right to vary Scope of Work at the time of Award:**

- a. WBFDC reserves the right to vary the quantity.

➤ **Payments:**

- a. The payment shall be made after successful completion of the work in all respect.
- b. The Price Bid shall be exclusive of Freight/ Transportation charges which will be paid by WBFDC on actual basis.

Sd/-
Divisional Manager
Kolkata Forest Corporation Division



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Annexure 1: Format of Financial Bid

To,
The Divisional Manager,
Kolkata Forest Corporation Division,
'Aranya Bikash',
KB-19, Sector-III, Salt Lake City,
Kolkata-700106
E-mail: kfcd@wbfdcl.com

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SUBJECT: FINANCIAL BID FOR Supply of Glass Bottle and Lug Cap

Dear Sir,

As a part of the Bid for the subject work, we offer our Price Bid to WBFDC, as follows:

Sl No	Particulars	Unit	Price/ unit (in Rs)	No of Units	Total Price (Price per unit x No of Units)
1	500 gm Automatic Lug Neck Glass Bottle (Round Ultra 155 X 63 mm)	1 pcs		35,000 pcs	
2	63 mm Lug Cap (RED/GOLDEN) for 500 gm Bottle	1 pcs		35,000 pcs	

a) We agree to bind by this offer if we are selected as the preferred bidder.FOR

AND ON BEHALF OF _____

SIGNATURE_____

NAME_____

DESIGNATION _____

COMPANY SEAL

COMPANY _____