

Request for Proposal (RFP)
For
Selection of Agency for Purchase of Fire Wood from Wbfdcl



RFP NO: 441/29-35/2021-22

Date: 15.03.2022

Issued by:

West Bengal Forest Development Corporation Limited (Wbfdcl)

Kolkata Forest Corporation Division, 'Aranya Bikash',

KB-19, Sector-III, Salt Lake City, Kolkata-700106

Web site: <https://www.wbfdc.com>

E-mail: kfcd@wbfdcl.com

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1. The information contained in this Request for Proposal document (the "RFP" or subsequently provided to interested parties (Applicants/ Bidders), whether verbally or in documentary or in any other form by or on behalf of West Bengal Forest Development Corporation Limited, (hereinafter referred to as "WBFDCCL") or any of its employees or advisors, is provided to the Bidders on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
2. WBFDCCL has prepared this document to give interested parties background information on the Project. While WBFDCCL have taken due care in the preparation of the information contained herein and believe it to be accurate, neither WBFDCCL nor any of its authorities or agencies are not responsible for the completeness or accuracy of the information contained in this document.
3. The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely on the information in submitting their Proposal. The information is provided on the basis that it is not binding on WBFDCCL, any of its authorities or agencies or any of their respective officers, employees, agents or advisors. WBFDCCL reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the Project further with any party expressing interest.
4. No reimbursement of cost of any type will be paid to persons or entities expressing interest

Sd/-

Divisional Manager

Kolkata Forest Corporation Division

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Request for Proposal

1. Background

- 1.1. The West Bengal Forest Development Corporation Limited (WBFDC) (hereinafter also referred to as the "Corporation") came into existence in 1974 as per Companies Act 1956, on the recommendation of National Commission of Agriculture. The Broad Objectives of setting up WBFDC was to offer timber, non-timber forest produces and value-added forest products at reasonable prices for the public in general, to develop awareness for conservation of nature and wild life through responsible eco-tourism.
- 1.2. For operational efficiency, the corporation has got eight divisions in different parts of the State. Each division comprises of territorial division and each territorial division is having a number of depots.
- 1.3. The forests of the Bengal are being managed under approved working plans. The forest need coppicing to revitalize the root stock and the miscellaneous plantations need to be harvested once they reach the rotation age as prescribed by scientific means and deliberated in Working Plans.
- 1.4. This necessitates felling of large tracts of forests comprising Sal and miscellaneous species. At present, 3161 ha of Sal, 2522 ha. of miscellaneous plantations constituting 5683 ha. are being harvested resulting in production of large quantity of poles, cogging sleepers and firewood.
- 1.5. With the help of these divisions/ territorial divisions and depots, WBFDC sells timber and firewood harvested from the forests as an agent of the Forest Directorate.
- 1.6. West Bengal Forest Development Corporation Limited now intends to sell the Firewood in Bulk Quantity for captive consumption from districts at Bankura, Purulia and Medinipur through open, transparent and competitive bidding process.
- 1.7. The last 5 year production of Firewood in cubic meter (22 cm and above girth) in Bankura, Purulia and Medinipur division are as follows:

District	2016-17	2017-18	2018-19	2019-20	2020-21
Bankura	33009.42	30306.01	38603.02	54190.46	50773.80
Medinipur	47425.69	48192.84	40174.02	43303.75	28905.32
Purulia	76.537	3148.467	12281.656	11668.84	16690.046
Total	80511.65	81647.32	91058.7	109163.1	96369.17

- 1.8. District wise details of availability, Technical Specifications and Depot list of each division are provided in Appendix 2, 3 & 4 respectively.
- 1.9. At present, WBFDC is auctioning Firewood of Girth of more than 22 cm in open market.
- 1.10. The Firewood that would be made available under this bidding will be mainly 15-22 cm girth Class A). The corporation may at its discretion shall provide firewood of more than 22 cm girth (Class B).
- 1.11. WBFDC now intends to select a suitable agency/ agencies through transparent, open and competitive bidding process for purchase of Firewood from Bankura, Purulia and Medinipur District.

2. Selection of Agency

- 2.1. Wbfdcl has decided to carry out a two-part bidding process, comprising of namely, Technical Bid and Price Bids (collectively referred to as the "Bidding Process") from interested Agencies/ Bidders for selection of an Agency to whom the Project will be awarded. Only those Bidders, whose Technical Bids qualify in terms hereof will be eligible for opening and evaluation of their Price Bids.
- 2.2. This RFP contains information about the Project, Bidding Process, Bid submission, Qualification and Financial Proposal requirements
- 2.3. The Bid shall be valid for a period of not less than 120 (one hundred and twenty) days from the Bid Due Date ("Bid Validity Period").
- 2.4. Interested Firms/ Companies who are able to comply the requirements may submit the tender duly filled in and supplemented with all relevant documents to Wbfdcl for further processing as per laid procedures. Tender not completed in any respect are liable to be rejected summarily.
- 2.5. Interested Bidder can submit their application only through electronic means, as per guidelines provided in Appendix 1.
- 2.6. The Project shall be awarded to the Bidder who submit the best financial bid (as defined in clause 12 of this document). The other Bidders will be kept in reserve and may, in accordance with the process specified in the RFP, be invited to match the bid submitted by the Preferred Bidder (who has submitted the best financial offer) in a case where the Preferred Bidder withdraws or is not selected for any reason. If none of the Bidders match the bid of the Preferred Bidder, Wbfdcl may, in its sole discretion, invite fresh bids from all Bidders or annul the Bidding Process, as the case may be.
- 2.7. Tenders are to be submitted through online to the website as stated in two folders, one is Technical Proposal (BID A) & the other is Financial Proposal (BID B) [as BOQ] before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus free scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).
- 2.8. The bidders are advised to submit the bids well in advance of the deadline. Wbfdcl will not be liable or responsible for non-submission of the bids or submission of incomplete bid on account of any technical glitches or any problems in connectivity services used by the bidder.
- 2.9. Any award of Contract pursuant to the Bidding Process shall be subject to the terms and conditions of Bidding Documents

3. Calendar of Events

Sl. No.	Particulars	Date & Time*
1.	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	16.03.2022 at 10.00 AM.
2.	Last date of Receipt of any query by the private partner in relation to tender documents	21.03.2022 by 12.00 PM.
3.	Pre-Bid Meeting	21.03.2022 at 03.00 PM.
4.	Uploading of Corrigendum/ Addendum after pre-bid meeting	22.03.2022 at 05.00 PM
5.	Bid submission start date (On line)	23.03.2022 at 10.00 AM.
6.	Bid Submission closing (On line)	13.04.2022 at 05.00 PM.
7.	Bid opening date for Technical Proposals (Online)	15.04.2022 at 05.00 PM.
8.	Opening of the Financial Proposal (Online)	To be informed

Note: The above time is tentative and the Corporation may at its discretion change the same by issuing an Addendum. Wbfdcl reserves the right to modify the said schedule of Bidding Process at any time during the Bidding Process at its sole discretion without assigning any reason or being liable for the same in any manner whatsoever.

4. Instruction to Bidders

- 4.1. Bids are invited for firewood of Class A and Class B for each of the districts. A Bidder interested in participation for all the districts has to provide separate Financial Bid Girth wise (separate bid for Class A and Class B for each districts. The Corporation shall examine each financial bids on stand alone basis and bidders provide best financial bid girth wise shall be selected as successful bidder. For example, Bidder X has quoted best price for Class A firewood in Purulia and Bidder Y quoted best price for Class B firewood then in that case Bidder A will be selected as successful Bidder for Class X firewood for Purulia District and Bidder Y shall be selected as successful Bidder for Class B firewood for Purulia District.
- 4.2. Bidders are advised to Bid for all the Districts.
- 4.3. The Bidder shall submit a Power of Attorney as per the format enclosed at Annexure V, authorizing the signatory of the Bid to commit the Bidder.
- 4.4. Any condition or qualification or any other stipulation contained in the Bid shall render the Bid liable to rejection as a non-responsive Bid. The bids shall be unconditional, firm and irrevocable
- 4.5. The Bidders shall be responsible for all costs associated with the preparation of their Bids and their participation in the Bid. The Corporation will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process
- 4.6. Any entity which has been barred by the [Central/ State Government, or any entity controlled by it] from participating in any project, and the bar subsists as on the date of bidding, would not be eligible to submit a Bid. A Bidder including any Associate should, in the last 3 (three) years, have neither failed to perform on any contract (except due to Force Majeure Event), as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, or Associate thereof, as the case may

be, nor has been expelled from any project or contract by any public entity nor have had any contract terminated by any public entity for breach by such Bidder, or Associate thereof.

- 4.7. The Bid and all communications in relation to or concerning the Bidding Documents and the Bid shall be in English language.
- 4.8. A Bidder shall not have a conflict of interest (the "Conflict of Interest") that affects the Bidding Process. Any Bidder found to have a Conflict of Interest shall be disqualified. In the event of disqualification, Corporation shall forfeit and appropriate the Bid Security or Security Deposit (in case of Successful Bidder, after the Project is awarded to it) , as the case may be, as mutually agreed genuine pre-estimated loss and damage likely to be suffered and incurred by the Corporation and not by way of penalty for, inter alia, the time, cost and effort of Corporation, including consideration of such Bidder's proposal, without prejudice to any other right or remedy that may be available to the Corporation hereunder or/and the Contract Agreement or otherwise. Without limiting the generality of the above, a Bidder shall be considered to have a Conflict of Interest that affects the Bidding Process, if:
- i. the Bidder, its Member or Associate (or any constituent thereof) and any other Bidder, its Member or any Associate thereof (or any constituent thereof) have common controlling shareholders or other ownership interest; or
 - ii. a constituent of such Bidder is also a constituent of another Bidder; or
 - iii. such Bidder or any Associate thereof has a relationship with another Bidder, or any Associate thereof, directly or through common third parties, that puts them in a position to have access to each other's information about, or to influence the Bid of either or each of the other Bidder; or
 - iv. such Bidder has participated as a consultant to Corporation in the preparation of any documents, design or technical specifications of the Project.

For purposes of this RFP, Associate means, in relation to the Bidder, a person who controls, is controlled by, or is under the common control with such Bidder (the "Associate"). As used in this definition, the expression "control" means, with respect to a person which is a company or corporation, the ownership, directly or indirectly, of more than 50% (fifty per cent) of the voting shares of such person, and with respect to a person which is not a company or corporation, the power to direct the management and policies of such person by operation of law.

5. Eligibility Criteria

- 5.1. The Bidder may be Proprietorship Firm / Partnership Firm / Private Limited Company / Public Limited Company/ Limited Liability Partnership / Cooperative Society/ Society. Consortium/ joint venture of maximum of two entity will be allowed.
- 5.2. The Tender is only open for Bidder having Captive Use of the Firewood for the purpose of producing biofuel/ biochar/ power or similar usage. Intending Bidder to produce credentials towards having biofuel/ biochar/ power or similar usage plant where it will use the firewood/ timber for captive use. In the absence of supporting documents, the tender of the Bidder will not be considered for evaluation.
- 5.3. The Bidder should have a minimum annual turnover of at least Rs 10 crores in the last 3 Financial Year preceding the Bid Due Date.

6. Clarifications

- 6.1. Wbfdcl shall endeavor to respond to the questions raised or clarifications sought by the Bidders. However, Wbfdcl reserves the right to not respond to any question or provide any clarification, in its sole discretion.
- 6.2. Wbfdcl may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by Wbfdcl shall be deemed to be part of the RFP.

7. Amendment of RFP

- 7.1. At any time prior to the Bid Due Date, Wbfdcl may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the RFP by the issuance of Addenda.
- 7.2. In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, Corporation may, at its own discretion, extend the Bid Due Date.

8. Right to accept and to reject any or all Bids

- 8.1. Notwithstanding anything contained in this RFP, Wbfdcl reserves the right to accept or reject any Bid and to annul the Bidding Process and reject all Bids at any time during the Bidding Process without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- 8.2. The Corporation reserves the right to reject any Bid and appropriate the Bid Security if:
 - (a) At any time, a material misrepresentation is made or uncovered, or
 - (b) The Bidder does not provide, within the time specified by the Corporation, the supplemental information or clarification sought by the Corporation for evaluation of the Bid. Such misrepresentation/ improper response shall lead to the disqualification of the Bidder. If such disqualification / rejection occur after the Bids have been opened and the successful Bidder gets disqualified / rejected, then the Corporation reserves the right to:
 - (i) Invite the remaining Bidders to submit Bids; or
 - (ii) Take any such measure as may be deemed fit in the sole discretion of the Corporation, including annulment of the Bidding Process.

The Corporation reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP or the Bidding Documents and the Bidder shall, when so required by the Corporation, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by the Corporation shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the Corporation there under.

9. Language

- 9.1. The Bid and all related correspondence and documents in relation to the Bidding Process shall be in English language. Supporting documents and printed literature furnished by the Bidder

with the Bid may be in any other language provided that they are accompanied by appropriate translations in the English language. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Bid, the English language translation shall prevail.

10. Uploading of the Bid

10.1. The bids shall be uploaded in two folders which comprise the following documents:

- A. **Folder-I (Bid A) Technical Bid** : The Bidder shall submit the Technical Bid in the formats specified in respect thereto
- i) Letter Comprising the Bid in the form and manner as described in Annexure I.
 - ii) Details of the Bidder in the form and manner as described in Annexure II
 - iii) Technical Capacity of the Bidder in the form and manner as described in Annexure III.
 - iv) Financial Capacity of the Bidder in the form and manner as described in Annexure IV
 - v) Power of Attorney authorizing the signatory of bid to commit the Bidder and in the format as specified in Annexure V
 - vi) Statement of Legal Capacity of the Bidder in the form and manner as described in Annexure VI
 - vii) Scan copy of the receipt of online payment of EMD/ Security Deposit
 - viii) Trade License (in case of proprietorship firm/ partnership firm)
 - ix) In case of Company – Please enclose Memorandum and Articles of Association along with certificates of incorporation, and date of commencement of business etc.
 - x) 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
 - xi) GST Certificate
- B. **Folder-II (Bid B) Financial/Price Bid**: **The Bidder shall directly submit all-inclusive financial quotes as its Financial Bid online in Folder II (Bid B) in the BOQ format** as per the guidelines in response to financial criteria and the same is required to be encrypted using their Digital Signature Certificate. A format of Financial Bid is provided in Annexure VII, however the same is only for reference and need not to be submitted in hard copy or with Folder I.

11. The queries and original document must be submitted to the following address:

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

12. Financial Proposal/ Bid Variable/ Price Bid

- 12.1. The Bidder shall submit its financial quotes as its Financial Bid online in Folder II (Bid B) in the BOQ format. Draft of the BOQ format is enclosed as Annexure VII.
- 12.2. Bidder has to provide its separate quote division wise and Girth Wise
- 12.3. Bidder quoting the highest price per cubic meter (M3) shall be selected as Successful Bidder or Selected Agency.
- 12.4. The Price Bid shall be exclusive of all depot charge, loading & transport charges taxes and duties.

13. Bid Validity

- 13.1. Bids shall remain valid for a period of 120 days (one hundred twenty days) after the Bid Due Date (herein the "Bid Validity Period"). A Bid having lesser validity period than the prescribed Bid Validity Period shall be summarily rejected by the Corporation as non-responsive.
- 13.2. Prior to expiry of the Bid Validity Period, the Corporation may request the Bidders to extend the Bid Validity Period for a specified additional period.

14. Bid Security

- 14.1. The Bidder shall furnish, as part of its Bid, a Bid Security equivalent to Rs. 3,00,000/- (Rupees three Lakhs only (exempted for applicants who are registered with MSME and NSIC for the services for which enlistment is sought on production of documentary evidence).
- 14.2. EMD has to be payable in ONLINE mode as per Finance Department G.O. No 3975 F (Y) dated 28th July 2017.
- 14.3. The EMD of the selected Bidder will be returned through the online payment portal as per guidelines issued by Finance Department G.O. No 3975 F (Y) dated 28th July 2017.
- 14.4. The EMD of the selected Bidder may be forfeited if the organization fails to sign the contract in accordance with the terms and conditions.
- 14.5. The Bid Security of unsuccessful Bidders, except the Bidder (H2) next to the Successful Bidder (H1) will be returned promptly without any interest, but not later than 60 days from the Bid Due Date. The Bid Security of H2 will be returned within 15 (fifteen) days of signing of Contract Agreement with the successful bidder. The EMD will be returned through the online payment portal as per guidelines issued by Finance Department G.O. No 3975 F (Y) dated 28th July 2017.
- 14.6. The Bid Security shall be forfeited as damages without prejudice to any other right or remedy that may be available to the Corporation under the Bidding Documents and/ or under the Contract Agreement, or otherwise, under the following conditions:
 - a) If a Bidder submits a non-responsive Bid;
 - b) If the Bidder withdraws its Bid during the Bid Validity Period as specified in this RFP and as extended by mutual consent of the respective Bidder(s) and the Corporation;
 - c) If the Bidder submits a conditional Bid which would affect unfairly the competitive position of other Bidders who submitted substantially responsive Bids.

- d) If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice;
- e) If the Bidder does not accept the correction of errors in its Bid, pursuant to Clause 22 hereof;
- f) In the case of the Successful Bidder, if the Bidder fails within the specified time limit to
 - a. To sign and return the duplicate copy of LOI;
 - b. Sign the Contract Agreement;
- g) any other conditions, for which forfeiture of Bid Security has been provided under this RFP.

15. Opening of Bid

- 15.1. Wbfdcl opens the Bids of those Bidders who have successfully submitted their bids online and will evaluate the bid in line with Clause 17
- 15.2. The Eligible Bidders will be informed online of a date, time and place for opening of their Financial Bids.
- 15.3. The Financial Bids of only the Eligible Bidders i.e. technically qualified based on the criteria will be considered for evaluation on the intimated date. The Financial Bids will be opened in the presence of the representatives of the Eligible Bidders that choose to be present.

16. Examination and of Technical Bids

- 16.1. Wbfdcl will determine responsiveness of the Technical & Financial Bid
- 16.2. A substantially technical bid is one which conforms to all the terms & conditions of the bid and the bidder has submitted all the relevant papers as per the requirements of this RFP
- 16.3. If the Bid of any Bidder is not substantially responsive in terms hereof, the Bid of such Bidder shall be rejected by Wbfdcl and the Bidder shall not subsequently be allowed to make its Bid responsive by correction or withdrawal of the non-conforming deviation or reservation.

17. Evaluation Process

- 17.1. Only those Bidders whose Bids are found responsive in terms hereof and meets the eligibility criteria specified in Clause 5 above shall qualify for opening of their Financial Bid. Bidders whose bid does not meet the aforesaid qualification criteria shall be rejected.
- 17.2. All claims to be supported by relevant documents / certificates. Onus of substantiating claims lies with the bidder.

18. Evaluation and Comparison of Financial Bids

- 18.1. Wbfdcl will evaluate and compare only those Financial Bids which are determined to be substantially responsive
- 18.2. In evaluating the Financial Bids, Wbfdcl will determine for each Financial Bid the evaluated Bid Price by adjusting the Bid Price by making any correction for errors.
- 18.3. Financial Proposal of the bidders qualifying in the evaluation of Technical specification will be evaluated. The bidder who has qualified in the Technical Specification evaluation and returns

with lowest quote (L1) in financial bid would normally be awarded the contract subject to Post Qualification

19. Correction of Errors

19.1. Financial Bids determined to be substantially responsive will be checked by WBFDCCL for any arithmetic errors. Arithmetic errors will be rectified on the following basis:-

- (a) Where there is a discrepancy between number and words, the number in words will prevail over the number in figures, to the extent of such discrepancy
- (b) The number stated in the Financial Bid will be adjusted by WBFDCCL in accordance with the above procedure for the correction of errors and shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected number in respect of its Bid quote, his Bid will be rejected, and his Bid Security may be forfeited.

20. Award Criteria

20.1. Subject to Clause 22, WBFDCCL will award the Project to the Bidder whose Bid has been determined to be substantially responsive to the bidding documents and who has offered the best Bid Price, provided that such Bidder has been determined to be eligible in accordance with the provisions of Clause 5.

20.2. In the event that two or more Bidders score the same marks pursuant to evaluation in terms herein (the "Tie Bidders"), the Corporation shall identify the selected Successful Bidder by draw of lots, which shall be conducted, with prior notice, in the presence of the Tie Bidders who choose to attend

20.3. In the event that the Highest Rank Bidder (H1) withdraws or is not selected for any reason in the first instance, the Corporation may invite 2nd Highest Rank Bidder (H2) to match the Price Bid of H1 and bid security of H1 shall be liable to be forfeited. However, in case H2 does not accept the offer, its bid security is not liable to be forfeited. But it is at the discretion of the Corporation to declared H2 as selected bidder for the same bid price as quoted by H2. Even if H2 does not accept the offer and/or fails to comply with the terms of the LOI, its Bid Security shall be liable to be forfeited. If no bidder is selected in first round of bidding, Corporation may invite from all the remaining Bidders to revalidate or extend their Bid Security, as necessary and ask the bidders to match the Bid of H1 (only financial bid in the "Second Round of bidding") If in the second round of bidding, only one Bidder matches the Highest Bidder, it shall be the Selected Bidder. If two or more Bidders match the said Highest Bidder in the second round of bidding, then the Bidder whose Bid was lower as compared to other Bidder(s) in the first round of bidding shall be the Selected Bidder. For example, if the third and fifth highest Bidders in the first round of bidding offer to match the said Highest Bidder in the second round of bidding, the said third highest Bidder shall be the Selected Bidder.

20.4. In the event that no Bidder offers to match the Highest Bidder in the second round of bidding, the Corporation may, in its discretion, invite fresh Financial Bids (the "third round of bidding") from all Bidders except the Highest Bidder of the first round of bidding, or annul the Bidding Process, as the case may be. In case the Bidders are invited in the third round of bidding to

revalidate or extend their Bid Security, as necessary, and offer fresh Bids, they shall be eligible for submission of fresh Bids.

21. Corporation's Right to Accept any Bid and Reject any or all Bids

21.1. Notwithstanding anything contained in Clause 22 above, WBFDCCL reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids, at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the WBFDCCL's action.

22. WBFDCCL's right to vary Scope of Work at the time of Award:

22.1. WBFDCCL may at any time, by a written order given to the Bidder, make changes to the Scope of the work as specified below:

22.2. WBFDCCL reserves the right to vary the quantity.

22.3. If any such change causes an increase or decrease in the cost of or the time required for the Bidder's performance of any part of the work under the Agreement, whether changed or not changed by the order, an equitable adjustment shall be made in the Agreement Value or time schedule, or both, and the Agreement shall accordingly be amended. Any claims by the Bidder for adjustment under this Clause must be asserted within thirty (30) days from date of the Bidder's receipt of WBFDCCL's order for change.

23. Terms & Conditions

23.1. WBFDCCL reserves the right to withdraw or include any item without assigning any reason thereof.

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

23.3. The response should be submitted in a structured format as per the checklist appended with number on every page. Each page of the application should be signed by person(s) on behalf of the organization having necessary Authorization / Power of Attorney to do so, duly affixing the company seal. Applications containing false or inadequate information are liable for rejection. (Authorization Letter from the company should be furnished along with the application)

23.4. The evaluation of the applications for Shortlisting shall be carried out by the committee constituted for the purpose.

23.5. Any un-authenticated, alterations, erasures, overwriting, blanking out or discrepancies may render the tender 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.

- 23.6. Response submitted by Fax or E-mail or any form other than mentioned above will not be acceptable and liable for rejection by WBFDCCL.
- 23.7. **All bids are exclusive of GST/Income Tax and Surcharges and other levies as may be applicable under the prevailing law. No amount will be accepted unless full GST, Income Tax, Surcharges and other levies, as chargeable, are paid along with the sale value.**
- 23.8. As the Corporation has envisaged the project for Captive usage, the Bidder to give an undertaking that it will lift the entire quantity that will be offered to it from the respective districts.
- 23.9. The Successful Bidder for each category of firewood shall have to submit a Security Deposit of an amount equal to 25% of the Annual Bid Value (amount quoted by the bidder x minimum quantity indicated by it in Annexure 1 of the RFP document) by way of Demand Draft payable in favor of WBFDCCL at the time of signing of Contract Agreement with WBFDCCL. The Security Deposit shall remain valid till the contract period and will be refunded only after contract period. Failure to Provide Security Deposit within the stipulated time may lead to cancellation of Bid and forfeiture of Security Deposit of the Selected Bidder.
- 23.10. The rate quoted by the Bidder will be for the volume of firewood (measured in cubic meter (m³) and not in terms of weight. The firewood will be provided in lots measured in Stack Volume (m³) form.
- 23.11. The Bid is for following types of Firewood:
 - 23.11.1. Class A (15-22 cm Girth): The Selected Bidder to lift the entire quantity from the respective districts.
 - 23.11.2. Class B (More than 202cm Girth): The same shall be made available at the discretion of the Corporation as majority of the lots under this category is being sold through open auctioning process.
 - 23.11.3. The Selected Bidder shall have to lift the entire quantity of firewood allotted from the districts where it emerged as successful bidder. Failure to do so will lead to termination of the Agreement and forfeiture of the Security Deposit.
- 23.12. Selected Bidder shall have to enter into a suitable agreement with WBFDCCL. The Agreement will be for a period of 3 years.
- 23.13. The felling operation normally takes place for CFC between the month of November and March every year. As & when the produce is ready, on the instruction of the Corporation/ respective Divisional Managers of the Division of the Corporation, the selected bidder has to pass all the produce within 10 days of receipt of intimation from the Corporation.
- 23.14. The Bidder has to lift a minimum of 1/12th of the produce every month and it needs to pay the sale value (quantity that the bidder intends to lift subject to minimum of 1/12th of the

annual quantity it bidder for x rate quoted by the selected Bidder) before 7th of every month.

- 23.15. In case of failure of payment by the selected Bidder, the Corporation shall recover the same from the Security Deposit provided by the Selected Bidder. The Bidder has to replenish amount so deducted from the security deposit immediately, failing which the Corporation will be at liberty to terminate the contract.
- 23.16. Failure to lift the minimum quantity as stipulated in Clause 23.14 shall attract depot rent at the following rates –:
- 23.16.1. **@ 0.20% per day of the Sale Value up to 180 days from the last day of the month for which payment has been made in line with Clause 23.14.**
- 23.17. The extraction of produce will not be allowed beyond 180 days from the date of sale. However, in cases where the bidder has paid the full revenue within the stipulated time and has not been able to extract the produce within the stipulated time, the Corporation at their discretion, may allow the extraction of produce beyond 180 (one hundred eighty) days from depots by imposing fine and granting extension up to the period as specified below:
- 23.17.1. Upto 30 days: 5% of total sale value
- 23.17.2. Upto 45 days: 10% of total sale value
- 23.17.3. Upto 60 days: 15% of total sale value
- 23.17.4. Beyond 60 days and upto 90 days: 20% of total sale value
- 23.18. The above Fine will be imposed in addition to the maximum Depot Rent payable up to the limits specified under clause 23.16.
- 23.19. After the stipulated time (including time for extension) expires, the forest produce may be disposed of in the manner as deemed fit by WBFDC Ltd. and the Selected Bidder (purchaser) shall have no claim to any refund to the sale value of the same or in any part, thereof as may have been paid by the purchaser under such circumstances.
- 23.20. The Purchaser shall lift the produce from the depot mentioned of the respective division. All cost costs associated including loading, transport, insurance and other operational costs will be on the Part of the Purchaser.
- 23.21. The purchaser shall have to abide by the provisions of the Indian Forest Act 1927 and the West Bengal Forest Produce Transit Rules, 1959 and amendments there-under. Failure to comply with the provisions of the said Act and the Rules shall make the purchaser liable to penal action as provided therein
- 23.22. All operations related with the sold lot/lots must be done either by the purchaser himself/herself or by a formally authorized agent to act on behalf of the purchaser. The purchaser must issue a letter of authority, and submit it to the concerned Divisional Manager for approval. Such letter of authority must declare that the purchaser shall be held responsible for any irregularities committed by his authorised agent and that the authorized agent has not been involved in any criminal offence previously. The Divisional

Manager, however, reserves the right to allow or disallow any of the agent/agents that the purchaser employs to act on behalf of the purchaser

- 23.23. In the event of any damage done to the Roads, Telephone lines, Electrical lines or any other installation or property either belonging to the Govt. or to a private party in course of extraction of the lot(s), the lot purchaser concerned shall solely be liable to compensate for the losses
- 23.24. If the purchaser fails to observe any of the condition contained herein and /or in the agreement, the agreement shall be deemed to have been terminated, unless the agreement is terminated by effluxion of time, and the SD shall be forfeited and recovery from the purchaser for such loss as may have accrued to WBFDC Ltd. for such termination of the agreement shall be made. In addition to forfeiture of the SD, the purchaser shall be liable to be declared as a defaulter and in case of resale of the lot/lots in respect of which the purchaser has not paid full revenue, the purchaser shall be liable to compensate for the loss, if any, under the law
- 23.25. Any sum that may become due and payable to the purchaser and the amount deposited as SD or any part thereof may be appropriated by the WBFDC Ltd. or by the officer acting on its behalf, against any amount that may become payable by the purchaser to the Corporation under the provision of any other contract entered into by the purchaser with the Corporation
- 23.26. The terms and condition of the sale mentioned herein above shall be deemed to be a part of the Agreement itself which shall have to be agreed by the purchaser.
- 23.27. In case of any dispute, the decision of the Managing Director, WBFDC Ltd. shall be final and binding upon the purchaser.
- 23.28. This agreement shall be governed and construed in accordance with the laws of India and Courts of Kolkata shall have exclusive jurisdiction to decide any dispute arising between the parties in respect thereof, and no other Court, Tribunal or Authority shall have any jurisdiction over the subject matter of this Agreement

24. Pre Bid Meeting

A Pre-Bid meeting shall take place on date and time as mentioned in clause 3. The meeting will be organized online and interested applicant shall request for VC link to the email address given at Clause 12.

25. Fraud and Corrupt Practices

- a) The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process and subsequent to the issue of the LOI and during the subsistence of the Contract Agreement.
- b) if a Bidder is found by the Corporation to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, or after the issue of the LOI or the execution of the Contract Agreement, such Bidder shall not be eligible to participate in any tender or RFP issued by the Corporation during a period of 2 (two) years from the date such Bidder is found by the Corporation to have directly or indirectly

or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices, as the case may be.

Sd/-

Divisional Manager

Kolkata Forest Corporation Division

Annexure – I Format of Undertaking

(on Company's Letter Head)

(The Bidder shall submit together with CHECK LIST & other documentary evidences)

To,

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

Dear Sir/ Madam,

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood in Bulk Quantity for (name of the Districts (if bidding for all the districts then the bidder to insert name of all the districts))".

Dear Sir/ Madam,

Being duly authorized to represent and act on behalf of _____ (hereinafter referred as the "**Bidder**"), and having reviewed and fully understood all of the requirements of the tender and information provided, the undersigned hereby expresses its interest and apply for the tender for undertaking the subject project

We are enclosing our Bid, in conformity with the terms of the RFP, and furnishing the details as per the requirements of the Bid Document, for your evaluation.

The undersigned hereby also declares that the statements made and the information provided in the Proposal is complete, true and correct in every detail.

We confirm that the application is valid for a period of 120 (one hundred and twenty) days from the due date of submission of application and is unconditional.

We hereby also confirm the following:

1. The Proposal is being submitted by M/s _____[...] (*name of the Bidder-*, in accordance with the conditions stipulated in the RFP.
2. **Our minimum requirements of firewood for captive usage are m3 per annum and our bid is for m3 of firewood.**
3. We have examined in detail and have understood the terms and conditions stipulated in the RFP issued by Wbfdcl (hereinafter referred as the "**Corporation**") and in any subsequent communication sent by Corporation.

4. We agree and undertake to abide by all these terms and conditions. Our Proposal is consistent with all the requirements of submission as stated in the RFP or in any of the subsequent communications from Corporation)
5. The information submitted in our Proposal is complete, is strictly as per the requirements stipulated in the RFP, and is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our Proposal.
6. We confirm that we have studied the provisions of the relevant Indian laws and regulations required to enable us to prepare and submit this Proposal for undertaking the Project, in the event that we are selected as the Successful Bidder.
7. We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitration tribunal or a judicial authority or judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
8. I/ We declare that:
 - a. I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Corporation; and
 - b. I/ We do not have any conflict of interest in accordance with the RFP; and
 - c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP, in respect of any tender or request for proposal issued by or any agreement entered into with the Corporation or any other public sector enterprise or any government, Central or State; and
9. I hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice;
10. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders
11. I further certify that in regard to matters relating to security and integrity of the country, we, have not been convicted by any Court of Law or indicted or adverse orders passed by the regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of community.
12. I further certify that in regards to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by the Court of Law.
13. I further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/ Managers/ employees.
14. I hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Corporation in connection with the selection of the Bidders, or in connection with the Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.

15. In the event of me being declared as the Successful Bidder, I agree to enter into a Contract Agreement in line with the requirement of the RFP that has been provided to me prior to the Bid Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
16. The Bid Variable as quoted by me/ after taking into consideration all the terms and conditions stated in the RFP, our own estimates of costs and after a careful assessment of the identified locations of the proposed Centers and all the conditions that may affect the Bid.
17. I agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I shall have any claim or right of whatsoever nature if the Project is not awarded to me or our Bid is not opened or rejected
18. We confirm that all the terms and conditions of the Proposal are firm and valid for acceptance for a period of 120 days from the Bid Due Date.
19. I agree and undertake to abide by all the terms and conditions of the RFP. In witness thereof, I submit this Bid under and in accordance with the terms of the RFP.

Thanking You,

Yours Sincerely,

For and on behalf of : (name of the Bidder and the Company Seal)

Signature : (Authorised Representative & Signatory)

Name of the Person :

Designation :

Annexure II – Bidder's Profile

1.
 - (a) Name:
 - (b) Registration Details of the Bidder (**Enclose certification of Company /Trust deed/Society deed**):
 - (c) Country of incorporation:
 - (d) Address of the corporate headquarters and its branch office(s), if any, in India:
 - (e) Date of incorporation and/ or commencement of business:
 - (f) GST No
- 2 Brief description of the Bidder including details of its main lines of business:
- 3 Details of individual(s) who will serve as the point of contact/ communication for WBFDCCL:
 - (a) Name:
 - (b) Designation:
 - (c) Company:
 - (d) Address:
 - (e) Telephone / Mobile Number(s):
 - (f) E-Mail Address:
 - (g) Fax Number:
4. Particulars of the Authorized Signatory of the Bidder:
 - (a) Name:
 - (b) Designation:
 - (c) Address:
 - (d) Phone /Mobile Number:
 - (e) Fax Number:

**** Wherever applicable submit documentary evidence to facilitate verification.**

We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us our RFP is liable to be rejected.

Signature of the Authorized Signatory with date & seal

Annexure III– Bidder’s Experience (Technical Capacity of the Bidder)

Sl. No.	Details of the Plant of Captive Consumption	Proof of Plant
1*	2	4

(*Enclose necessary documentary proof – Pl mark necessary page No for each of the enclosures)

Annexure IV– Financial Capacity of the Applicant

FY	Turnover (in Rs)
2020-21	
2019-20	
2018-19	
2017-18	

Applicant to attach auditor certificate along with audited balance sheet

Annexure V: Format of Power of Attorney for Authorizing Signatory of the Bidder

Know all men by these presents, We _____ (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./ Ms (name), _____ son/daughter/wife of _____ and presently residing at _____, who is [presently employed with us and holding the position of _____], as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for the ***** Project[s] proposed or being developed by the ***** (the "Corporation") including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Bid and other conferences and providing information/ responses to Wbfdcl, representing us in all matters before Wbfdcl, signing and execution of all contracts and undertakings consequent to acceptance of our proposal, and generally dealing with Wbfdcl in all matters in connection with or relating to or arising out of our proposal.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, _____, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ____ DAY OF _____, 20**

For -----
(Signature)
(Name, Title and Address)

Witnesses:



1 1. [Notarized]

2 Accepted

(Signature)

(Name, Title and Address of the Attorney)

Notes:

-  *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
-  *Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.*

Annexure VI: Statement of Legal Capacity

(To be forwarded on the letterhead of the Bidder)

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

Dear Sir/ Madam,

RFP Ref No:

Subject: "RFP for Selection of Agency for Supply, Installation and Commissioning of"

Dear Sir,

We hereby confirm that we satisfy the terms and conditions laid out in the RFP.

We have agreed that _____ (insert individual's name) will act as our representative and has been duly authorized to submit the RFP. Further, the authorized signatory is vested with requisite powers to furnish such letter and authenticate the same.

Thanking you,

Yours faithfully,

For and on behalf of

Authorized signatory

Annexure VII A: Format of BOQ for Financial Bid – Bankura Division

To,

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

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood (15-22.5 cm).

Dear Sir,

As a part of the Bid for purchase of Fire Wood, we offer our Price Bid to Wbfdcl, as follows:

	Unit	Price per M3 (in Numbers)	Price per M3 (in Words)
Firewood	1 M3		

We will abide by all the terms & conditions of the RFP and the Price quoted by is firm and we will not ask for any upward revision of the same while undertaking the project as per the Scope of Work and the Terms & Conditions of this RFP document

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

Annexure VII B: Format of BOQ for Financial Bid – Bankura Division

To,

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

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood (Above 22.5 cm).

Dear Sir,

As a part of the Bid for purchase of Fire Wood, we offer our Price Bid to Wbfdcl, as follows:

	Unit	Price per M3 (in Numbers)	Price per M3 (in Words)
Firewood	1 M3		

We will abide by all the terms & conditions of the RFP and the Price quoted by is firm and we will not ask for any upward revision of the same while undertaking the project as per the Scope of Work and the Terms & Conditions of this RFP document

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

Annexure VII C: Format of BOQ for Financial Bid – Medinipur Division

To,

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

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood (15-22.5 cm).

Dear Sir,

As a part of the Bid for purchase of Fire Wood, we offer our Price Bid to Wbfdcl, as follows:

	Unit	Price per M3 (in Numbers)	Price per M3 (in Words)
Firewood	1 M3		

We will abide by all the terms & conditions of the RFP and the Price quoted by is firm and we will not ask for any upward revision of the same while undertaking the project as per the Scope of Work and the Terms & Conditions of this RFP document

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

Annexure VII D: Format of BOQ for Financial Bid – Medinipur Division

To,

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

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood (Above 22.5 cm).

Dear Sir,

As a part of the Bid for purchase of Fire Wood, we offer our Price Bid to Wbfdcl, as follows:

	Unit	Price per M3 (in Numbers)	Price per M3 (in Words)
Firewood	1 M3		

We will abide by all the terms & conditions of the RFP and the Price quoted by is firm and we will not ask for any upward revision of the same while undertaking the project as per the Scope of Work and the Terms & Conditions of this RFP document

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

Annexure VII E: Format of BOQ for Financial Bid – Purulia Division

To,

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

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood (15-22.5 cm).

Dear Sir,

As a part of the Bid for purchase of Fire Wood, we offer our Price Bid to Wbfdcl, as follows:

	Unit	Price per M3 (in Numbers)	Price per M3 (in Words)
Firewood	1 M3		

We will abide by all the terms & conditions of the RFP and the Price quoted by is firm and we will not ask for any upward revision of the same while undertaking the project as per the Scope of Work and the Terms & Conditions of this RFP document

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

Annexure VII F: Format of BOQ for Financial Bid – Purulia Division

To,

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

RFP Ref No:

Subject: "RFP for Selection of Agency for Purchase of Fire Wood (Above 22.5 cm).

Dear Sir,

As a part of the Bid for purchase of Fire Wood, we offer our Price Bid to Wbfdcl, as follows:

	Unit	Price per M3 (in Numbers)	Price per M3 (in Words)
Firewood	1 M3		

We will abide by all the terms & conditions of the RFP and the Price quoted by is firm and we will not ask for any upward revision of the same while undertaking the project as per the Scope of Work and the Terms & Conditions of this RFP document

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

Appendix 1 – General Guidelines for E-Bidding

- 1.1. Any organization/ agencies willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to [https:// wbtenders.gov.in](https://wbtenders.gov.in) (the web portal of West Bengal Tenders maintained by NIC). The organization / agencies are required to click on the link for e-Tendering site as given on the web portal
- 1.2. Each organization / agency is required to obtain a Class-II /Class III company Digital Signature Certificate (DSC) for submission of Application from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount.
- 1.3. The organization / agencies can search & download N.I.T. & Request for Proposal (RFP) Document(s) electronically from computer once they log on to the website.
- 1.4. Applications are to be submitted through online before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).
- 1.5. The Bidder are advised to submit the Application well in advance of the deadline as the Kolkata Forest Corporation Division will not be liable or responsible for non-submission of the bids or submission of incomplete bid on account of any technical glitches or any problems in connectivity services used by the Bidder
- 1.6. An Bidder desirous of taking part in RFP process shall login to the e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> using his login ID and password.
- 1.7. He will select the RFP and initiate payment of pre-defined EMD by selecting from either of the following payments mode:-
 - I. Net banking (any of the banks listed in the ICICI Bank payment gateway) in case of payment through ICICI Bank payment Gateway;
 - II. RTGS/NEFT in case of offline payment through bank account in any Bank.
- 1.8. Payment by net Banking (any listed bank) through ICICI Bank payment Gate way:
 - I. On selection of net banking as the pay as the payment mode, the Bidder will be directed to ICICI Bank payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
 - II. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction. iii) Bidder will receive a confirmation message regarding success/failure of the transaction.
 - III. If the transaction is successful ,the amount paid by the Bidder will get credited in the respective Pooling account of the State Government office/PSU/Autonomous

body/Local Body/PRIs, etc. maintained with the focal point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of Application Fees.

- IV. If the transaction is failure, the Bidder will again try for payment by going back to the first step.

1.9. Payment through RTGS/NEFT:

1. On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
2. The Bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
3. Once payment is made, the Bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
4. If verification is successful, the fund will get credited to the respective Pooling account of the State Government office/PSU/Autonomous body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of Application Fees.
5. Hereafter, the Bidder will go to e-procurement portal for submission of his bid.
6. But if the payment verification is unsuccessful, the amount will be returned to the Bidder's account.

APPENDIX 2: PRODUCTION OF FIREWOOD IN LAST 5 YEARS

Bankura (Production in M3)

Sl. No.	Name of Division	Felling Year				
		2016-17	2017-18	2018-19	2019-20	2020-21
1	Bankura FC Division	5611.86	17987.1	17352.64	11793.72	13298.35
2	Bankura North Forest Division	8872.9	8393.93	10664.75	11920.664	14230.142
3	Bankura South Forest Division	1955.476	7649.795	12568.91	15573.49	8909.008
4	Burdwan Forest Division	5756.19	4416.872	4957.172	5834.44	5620.941
5	Birbhum Forest Division	980.237	1731.758	1741.331	964.167	1746.208
6	Panchet Forest Division	7905.788	7789.01	9523.206	5718.488	4698.068
7	Durgapur Forest Division	1926.971	2337.544	1795.013	2385.491	2271.087
TOTAL		33009.422	50306.009	58603.022	54190.46	50773.804

Medinipur (Production in M3)

Sl. No.	Name of Division	Feeling Year				
		2016-17	2017-18	2018-19	2019-20	2020-21
1	MFGD	16218.923	22237.421	16438.006	16716.060	10390.150
2	MDFD	5230.960	6266.089	8633.524	7915.326	4956.431
3	JHFD	13701.896	11217.040	7086.478	11192.245	8002.644
4	KPFD	8466.506	4060.429	4117.583	3468.747	3055.379
5	RPFD	2837.306	3964.440	3209.493	2024.744	1330.720
6	PMFD	970.100	447.425	688.938	1986.625	1170.000
TOTAL		47425.691	48192.844	40174.022	43303.747	28905.324

Purulia (Production in M3)

Sl. No.	Name of Division	Feeling Year				
		2016-17	2017-18	2018-19	2019-20	2020-21
1	Purulia FC Division	52.877	416.645	100.281	0	0
2	Kangsabati North Division	0	2038.790	8774.910	8912.553	11416.800
3	Kangsabati South Division	0	313.123	3248.157	1450.564	4025.018
4	Purulia Forest Division	23.660	379.909	158.308	1305.723	1248.228
TOTAL		76.537	3148.467	12281.656	11668.84	16690.046

TOTAL ESTIMATED QUANTITY

District	2016-17	2017-18	2018-19	2019-20	2020-21
Bankura	33009.42	30306.01	38603.02	54190.46	50773.80
Medinipur	47425.69	48192.84	40174.02	43303.75	28905.32
Purulia	76.537	3148.467	12281.656	11668.84	16690.046
Total	80511.65	81647.32	91058.7	109163.1	96369.17

APPENDIX 3: Technical Specification

1. Weight of Firewood in Different Girth Class with Bark

a. Bankura Division

Species	Weight of Firewood as per m3 in different girth Class (with Bark)			
	15-20 cm	21-25 cm	26-30 cm	31 – 50 cm
Eucalyptus	592.64	672.14	782.74	838.5
Sal	496.33	636.95	680.30	

b. Medinipur Division

Species	Weight of Firewood as per m3 in different girth Class (with Bark)			
	15-20 cm	21-25 cm	26-30 cm	31 – 50 cm
Eucalyptus	409.28	592.35	638.47	
Sal	398.03	603.57	655.11	

2. Moisture Content Percentage

Species	21-25 cm	26-30 cm	Above 30 cm
Eucalyptus (21 months)	25%	22%	25%
Sal (9 months)	25%	30%	30%

APPENDIX 4: Division Wise Depo List

DEPOT LIST_BANKURA FC DIVISION		
Sl. No.	Name of Division	Name of Depot
1	Bankura FC Division	Baliatore, Bishnupur, Durgapur, Radhanagar and Taldangra
2	Bankura North Forest Division	Amarkanan, Barjora, Brindabanpur, Belboni, Beliatore, Jhantipahari, Mejhia, Patrasayer, Radhanagar, Saltora, Sonamukhi and Ukhradihi
3	Bankura South Forest Division	Dubrajpur, Hirbundh, Kamalpur, Khatra, Laxmanpur, Motgoda, Pirrgari, Ranibundh, Ratanpur, Sarenga and Simlapal
4	Burdwan Forest Division	Ausgram, Basudha, Orgram, Sonai, Aduria and Domra
5	Birbhum Forest Division	Chandrapur, Chhora, Illambazar, Mallarpur, Hetampur, Tumboni, Rajnagar, Kachujore and Purandarpur
6	Panchet Forest Division	Adhkata, Amdangra, Bankadaha, Bishnupur, Chhagulia, cJoypur, Krishnanagar, Kuchiakole, Panchmura, Taldangra and Uparsole
7	Durgapur Forest Division	Durgapur, Kantaberia, Laudoha, Rupnarayanpur, Rupnarayanpur and GRD Sankarpur

DEPOT LIST_MEDINIPUR FC DIVISION		
Sl. No.	Name of Division	Name of Depot
1	Medinipur FC Division	Baromesia, Pirakata, Godapiasal, Keyamacha, Organja, Hijli, Lodhasuli and Manikpara
	Medinipur Forest Division	Bhadutala, Adharnayan, Arabari, Chandra, Ranja, Pirakata, Godapiasal, Gopegarh, Jhitka, Midnapore, Nayabasad, Baghasole and Damkuria
	Jhargram Forest Division	Bandarbhola, Bhulaveda, Banspahari, Belpahari, Binpur, Gidni, Hatibari, Jamboni, Kapgari, Lodhasuli, Manikpara and Silda
	Kharagpur Forest Division	Baligeria, Chandabila, Hijli, Hatigeria, Kalaikunda and Panchkahania
	Rupnarayan Forest Division	Dhadika, Kewakole, Mahaliasi and Pathrisole
	Purba Medinipur Forest Division	Balughata, Digha, Junput, Khejuri, Nandigram, Nijkasba, Sankarpur and Tajpur

DEPOT LIST_MEDINIPUR FC DIVISION		
Sl. No.	Name of Division	Name of Depot
1	Purulia FC Division	NIL
	Kangsabati North Division	Bishpuria, Kenda, Sidpur, Kashipur, Raghobpur, Santuri, Kaluhar, Damodarpur, Keshargarh and Kusthore (Sonathali)
	Kangsabati South Division	Barabazar, Kuilapal and Kenda
	Purulia Forest Division	Arsha, Joypur, Matha, Balarampur, Kotshila, Jhalda, Baghmundi and Ajodhya