

COOCH BEHAR ZILLA PARISHAD
COOCH BEHAR-736101

NOTICE INVITING PRE-QUALIFICATION-CUM-TENDER (TWO COVER SYSTEM)
[(E-Procurement) (Two Cover System)]

Memo No.: 2449/CZP-Press/XIII-62/21-22

NIT No.: WBZP/79/DE-ET/COB/2021-22

Dated: 01.10.2021

e-Tender of rates are hereby invited from the interested carrying agency for carrying of different types of **National Text Books** of Primary Education Deptt. and the books of Secondary Education Deptt., Govt. of West Bengal from Cooch Behar Zilla Parishad Press to different District / Circles of West Bengal, through Two cover System (e-procurement). The pre-qualification documents are to be uploaded in two separate folders. One of the folders shall contain Technical documents – Statutory technical documents such as the scanned copy of challan for earnest money (EMD) and Non-Statutory technical documents (other important documents of bidder) such as PAN, Trade License, PTCC, GSTIN, Credential, annual turnover etc. And the other folder shall contain the Financial Bid (i.e. the BOQs- one for district and another one for circle) only, in which bidders are required to quote their rates.

Intending bidders may download tender documents from the e-procurement portal of Govt. of West Bengal : <https://wbtenders.gov.in> or <https://etender.wb.nic.in>

Sl.No.	Name of the work	Tentative Amount put to Tender (Rs.)	Earnest Money (in Rs.) @ 2% of amount put to Tender	Cost of Tender documents	Time for completion of the work	Credential required
1.	Carrying of different types of National Text Books of Primary Education Deptt. and the books of Secondary Education Deptt., Govt. of West Bengal from Cooch Behar Zilla Parishad Press to different Districts / Circles of West Bengal.	10,00,000.00	20,000.00	Free	60 Days	40 % of same type of work within last 3 (Three) financial years.

Documents to be enclosed along with the Tender :

1. PAN Card
2. Trade License (up to date)
3. Up to date Professional Tax Clearance Certificate
4. Valid 15 digit goods and service tax payer identification number (GSTIN) under GST Act 2021.
5. Credential certificate of any type of Govt. carriage.
6. The intending tenderers in the same name and style should have achieved average annual turnover of 60% of Proposed contract during last three financial years.

Terms & Conditions :

01. Soft copy of the EMD submitted (Scanned PDF File) through ICICI Bank or ICICI NEFT / RTGS have to be submitted. It is compulsory on the part of the Bidders to pay EMD through online mode of the payment only. The L 1 Bidder shall submit the hard copy of the documents to the Tender Inviting Authority with the acceptance letter of the LOI (Letter of Intend). Failure to submit the hard copy with acceptance letter within the time period prescribed for the purpose may be constructed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklist of the bidder. EMD should be deposited only at any ICICI Bank vide order no.3975-F (Y) dt. 28.07.2016 of Finance Deptt.Govt..of W.B. The EMD of the successful bidder will be adjusted with the Security Money.

Labour Contract Co-Operatives are exempted from paying of Earnest Money Deposit.

Failure to submit RTGS / NEFT / CBS system only with LOI acceptance letter within the time period prescribed for the purpose may be construed as an attempt to vitiate the tendering process and will be dealt with accordingly including blacklisting of the bidder.

The earnest money of unsuccessful Bidder if submitted shall be returned back not later than 30 days from the bid validity period without interest. The **NIT No.** and **name of Bidder** should be mentioned clearly on the deposit challan. Payment made otherwise will be rejected.

02. **Rate should be quoted per Forma Basis** (i.e. 16 Inner page) for all districts/Circles of West Bengal (One rate for district and another one for circle) including all Taxes, Loading, Unloading and other incidental charges. The fraction of page will be counted proportionately. No carrying charges will be paid for Cover Page.
03. On receiving the rate acceptance order by the successful bidder, a **bank guarantee (Nationalized Bank) amounting to Rs. 4,00,000.00 (Four Lakh)** only to be deposited in favour of the FC & CAO, Cooch Behar Zilla Parishad as a security money within 7 days from the date of work order.
04. An agreement should be executed on a Non Judicial Stamp Paper worth Rs. 50.00 only in between the Zilla Parishad authority and the successful bidder within 7 days from the date of work order.
05. Receipt challan to be submitted to this office duly signed by the recipient within 3 days from the date of delivery.
06. The agency will have to carry books district / circle wise and one item in one vehicle only, any quantity may be.
07. Payment will be made on submission of bills in duplicate after completion of the full quantity delivery of Books.
08. Vehicle should be placed for loading within 6 hrs. from the verbally informed time of the Authority.
09. If the agency does not serve the purpose within the stipulated time & date, or for any damage, the agency will be liable. The Security Money will be forfeited and legal action will be taken against the agency.
10. The undersigned reserves the right to cancel or accept any or all tenders without assigning any reason thereof.

LIST OF IMPORTANT DATE, TIME & VENUE OF BIDS

1.	Name of Work:	Carrying of different types of National Text Books of Primary Education Deptt. and the books of Secondary Education Deptt., Govt. of West Bengal from Cooch Behar Zilla Parishad Press to different Districts/ Circles of West Bengal.
2.	Date of Publication of Tender:	Date: 05 Month: 10 Year 2021 Time 18:00 hours
3.	Period and time for download of bidding Documents:	From:- Date: 05 Month: 10 Year 2021 Time 18:00 hours To:- Date: 25 Month: 10 Year 2021 Time 18:00 hours
4.	Date & time of Submission of Bids:	From:- Date: 05 Month: 09 Year 2021 Time 18:00 hours To:- Date: 25 Month: 10 Year 2021 Time 18:00 hours
5.	Date & time of Opening:	As follows:
	a) Technical Bids:	Date: 27 Month: 10 Year 2021 Time 15:00 hours
	b) Date of Publication of Technically Qualified Bidders:	After evaluation of Technical bid by the authority
	c) Date & Time of Opening Financial Bids:	After acceptance of Technical bid by the authority
6.	Place of opening of Bids:	Cooch Behar Zilla Parishad Office
7.	Bid Validity:	60 days
8.	Officer inviting Bids:	Addl.Executive Officer, Cooch Behar Zilla Parishad, Kalika Das Road, P.O. & Dist. Cooch Behar-736101, West Bengal.


Addl. Executive Officer
Cooch Behar Zilla Parishad
Cooch Behar

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Copy forwarded for information and necessary action to :

1. The Sabhadhipati, Cooch Behar Zilla Parishad
2. The District Magistrate, Cooch Behar.
3. The Secretary, Cooch Behar Zilla Parishad
4. The F.C. & C.A.O., Cooch Behar Zilla Parishad
5. The District Engineer, Cooch Behar Zilla Parishad.
6. The Executive Engineer (PWD), Cooch Behar.
7. The DIO, NIC, Cooch Behar to upload the notice in www.coochbehar.nic.in
8. Sri Tapan Chakraborty, Asstt. Engineer, Cooch Behar Zilla Parishad.
9. The D.I.A., Cooch Behar Zilla Parishad to upload the Notice in the e-Tendering portal of Govt. of West Bengal.
10. The President, Merchant Association, Cooch Behar, Alipurduar, Jalpaiguri, Siliguri.
11. Office Notice Board.
12. Office File.


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Cooch Behar Zilla Parishad
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