



West Bengal State University

Berunanpukuria, Malikapur Barasat

24 North Parganas, Kolkata-700126

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NOTICE INVITING e-TENDER

NIT No. : WBSU/24PNR/ETEN/ Physics/Lab_Equip./2017-18/02R

Dated: 02/02/2018

The REGISTRAR (Officiating), West Bengal State University, Berunanpukuria, Malikapur, Barasat, 24 Parganas (N), invites **“Open E-tender for procurement of Lab Equipment(1) for the Department of Physics, WBSU(Re-tender)”**. Interested bidders may obtain bidding documents by registering themselves to the e-tendering portal (<https://wbtenders.gov.in>).

(Submission of Bid through online only: <http://www.wbtenders.gov.in>)

Sl. No.	Description of Equipment / Materials	Earnest Money (Note: Through Online)	Period of Completion
1	Model 8000M Mixer Mill, 230 V 50 Hz, CE-Approved-one unit	Rs. 15,000/-	30 Days
2	Tungsten Carbide Vial set Model 8004-1 no		
3	Hardened Steel Vial set- Model 8001- 1 no		

Opening and Evaluation of Tender

The REGISTRAR (Officiating)
West Bengal State University
Berunanpukuria, Malikapur, Barasat
24 North Parganas, Kolkata-700126

Note:-

1) The Mill and Vials will be used in University for purely academic and research purpose. So maximum educational discount must be given. (if applicable)

2) Quotation must be provided on Direct Shipment Basis. (if applicable)

2) General Terms and Condition:

- A. In the event of e-filling, intending bidder may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
- B. A bidder desirous of taking part in the tender shall login to the e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> using his login ID and password and thereafter may download the tender document from the website directly with the help of Digital Signature Certificate.
- C. Login by bidder:**
- a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/Local Body/ PRIs, etc. shall login to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payments modes:
- 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.
- D. Necessary Earnest Money deposit may be remitted through Online in favor of the **“West Bengal State University” payable at ‘Barasat’**. The Copy of Earnest Money Deposit (EMD) against the tender should be submitted to the Office of the West Bengal State University, Berunanpukuria, Malikapur, Barasat, North 24 Parganas, Kolkata-700126. The original part of online submission of Technical Specification(Hard Copy) and other submitted documents(Hard Copy) should be submitted, at least before the date of opening of the bid, falling which, the submission will treated as cancelled. The EMD will be refunded only after the issue of the final supply order.
- E. Both Technical bid and Financial bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>. Tender documents may be downloaded from the website and submission of Technical Bid and Financial Bid will be done as per Date & Time Schedule stated below. The Financial Offer of the prospective tenderer will be considered only for those tenderer who have successfully qualified technically i.e., Technical Bid is found suitable in all respect. The decision of the ‘University’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website <http://wbtenders.gov.in>.
- F. There will be no Provision of Arbitration in this contract.
- G. The Bidder, at the Bidder’s own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Tender, the cost of visiting the site shall be at the Bidder’s own expense.
- H. A prospective bidder shall be allowed to participate in the particular Job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all of his/ their bids will considered as nonresponsive for that job, without assigning any reason thereof.

- I. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department.
- J. No **CONDITIONAL/ INCOMPLETE TENDER** will be accepted under any circumstances.
- K. In the event of acceptance of lowest tendered rate no multiple lowest rate will be considered by the University.
- L. The University reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
- M. During scrutiny, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that tenderer will not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice with forfeiture of earnest money.
- N. List of “Technically Qualified Bidders” will be published in the web portal only.
- O. Before issuance of the work order, the tender inviting authority may verify the credential & other documents of the lowest tenderer if found necessary.

3) Eligibility criteria for participation in the tender.

- i) Bonafide, experienced & resourceful contractors of Govt., Semi Govt., Govt. Undertaking Organizations, Govt. Enterprises etc. who have successfully completed the work of similar nature having value not less than 40% of the Total Quoted Cost of work, put to tender in a single contract during last 3(three) financial years are only eligible to participate in the tender. Must produce the credential & accordingly submit through online only.
- ii) Contractors having valid PAN, GST registration Certificate & Professional Tax challan, Service Tax Registration Certificate if available, EPF registration Certificate and up-to-date challan are to be accompanied with the Technical Bid Documents.
- iii) Income Tax Acknowledgement Receipt for the latest Assessment year, P.T. Deposit Challan for the year 2014-2015/2015-2016/2016-2017, Pan Card, GST Registration Certificate are to be accompanied with the Technical Bid Documents.
- iv) Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum.
- v) Registered Labour Co-operative Societies are required to furnish valid Bye Law, Current Audit Report, Minutes of last A.G.M., valid certificate from A.R.C.S. along with other relevant supporting papers.
- vi) No mobilisation advance and secured advance will be allowed.
- vii) Joint Ventures will not be allowed.
- viii) Average annual turnover during last three years shall not be less than 30% of the estimated cost. Working capital in the year, proceeding the year of bid submission shall not be less than 30% of the estimated cost.

4) **Submission of Bids:**

Technical Bid & Financial Bids are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> .

5) **Bid Validity:**

Bids shall remain valid for a period not less than 90 days (Ninety) from the last date of submission of Financial Bid / Sealed Bid.

6) **Detailed Specification:**

1) **SPEX 8000M-230 Mixer/Mill - For 230 V/50 Hz operation, CE Approved**

Quantity: 1 no.

Specifications:

From SPEX SamplePrep USA

- Efficient single-clamp laboratory mill for pulverizing hard, brittle samples.
- Sample sizes in the 10 gram range for grinding, and up to 60 mL for blending powders or mixing emulsions.
- Reduces samples to analytical fineness.
- Can be utilized for mechanical alloying and nano-milling.
- Features include a variable-range electronic timer, dual clamps for multiple sample capacity, safety interlock system, and forced-air-cooling.
- Timer is factory-set for 100-minute range.

Other Specifications:

Size: 61 cm x 43 cm x 28 cm

Net Weight: 37 kg

Gross Weight: 44 kg

Voltage: 230 V/50 Hz

Motor: 1/3 HP, 1425 RPM @ 50 Hz

Controls: start and stop buttons, programmable 100-minute timer with digital display.

Power Cord: 2-prong European plug for 230 V/50 Hz versions

Clamp Movement: 5.9 cm back-and-forth, 2.5 cm side-to-side

Clamp speed incomplete back and-forth cycles per minute: 875 (230 V/50 Hz)

2) **Tungsten Carbide Vial set Model 8004**

Quantity-1 no.

3) **Hardened Steel Vial set- Model 8001**

Quantity-1 no.

Terms and Conditions:

- 1) The Mill and Vials will be used in University for purely academic and research purpose. So maximum educational discount must be given. (if applicable)
- 2) Quotation must be provided on Direct Shipment Basis. (if applicable)
- 3) Payment- By Wire Transfer in USD in advance. (if applicable)
- 4) Quotation must include Air Freight Charges, Insurance and Packaging charges in USD up to CIP Kolkata Airport. (if applicable)
- 5) Custom clearance will be undertaken by the University. (if applicable)
- 6) Unpackaging and successful Installation with demonstrations onsite at free of cost must be done by the Bidder.
- 7) Standard Company Warranty must be provided.

7) **Qualification Criteria:**

The Tender Inviting & Accepting Authority will determine the eligibility of each bidder; the bidders shall have to meet all the minimum Criteria regarding:-

- a) Financial Capacity
- b) Technical Capability comprising of personnel & equipment capability
- c) Experience

The eligibility of a bidder will be ascertained on the basis of the attested documents in support of the minimum criteria as mentioned in a), b) and c) as above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either concocted or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice with forfeiture of earnest money forthwith or will be debarred from participation in any tender within the jurisdiction of the University.

8) **Date & Time schedule:**

Particulars	Date	Time
1.Date of uploading of N.I.T. & other Documents(online) (Publishing Date)	02.02.2018	04:00 PM
2. Documents download/sale start date (Online)	02.02.2018	04:15 PM
3. Documents download/sale end date (Online)	12.02.2018	06:00 PM
4. Bid submission start date (Online)	02.02.2018	05:00 PM
5. Last Date of submission of original copies for the Copy of Earnest money deposit Payment(Hardcopy) & Technical Detailed Specifications (Hardcopy) & necessary sufficient documents as per Online Submission (Hardcopy)	15.02.2018	Upto 03:30 PM
6. Bid Submission closing (Online)	12.02.2018	06:00 PM
7. Bid opening date for Technical Proposals (Online)	16.02.2018	01:00 PM
8. Date of uploading list for Technically Qualified Bidder(online)	To be Notified after evaluation of Technical Proposal	
9. Date for opening of Financial Proposal (Online)	To be Notified after evaluation of Technical Proposal	

9) **General Terms and Condition:**

INSTRUCTION TO BIDDER

A. **General guidance for e-Tendering**

Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in E-Tendering.

B. **Registration of Vendor**

Any Vendor 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> the vendor is to click on the link for E-Tendering site as given on the web portal.

C. Digital Signature certificate (DSC)

Each vendor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to Tenderer's DSC is given as a USB e-Token.

D. Submission of Tenders

General process of submission, Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal 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). Documents only in pdf format are to be submitted. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour.

E. Tenders Documents Details:

Others important Documents or My Document

Sl. No	Category Name	Detail(s)
1.	Certificate(s)	GST Registration Certificate & Acknowledgement. PAN. P Tax (Challan) (current financial year). Latest IT Receipt. IT-Saral for last Assessment Year
2.	Company Detail	Proprietorship Firm (Trade License) Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Valid Trade License
3.	Credential	Similar nature of work completion certificate.
4.	Financial Info	Tax Audited Report last 3 (Three) years (year just preceding the current Financial Year)

Statutory Cover containing the following documents

E.1 Technical proposal

The Technical proposal should contain scanned copies of the following further two covers (folders).

- i. Scan copy of AFFIDAVIT
- ii. FORM I, II
- iii. Scan copy of Technical Specifications
- iv. Scan copy of Authorization Certificate. (if applicable else upload any blank pdf)

E.2 Financial proposal

The financial proposal should contain the following documents in one cover(folder) i.e. Bill of quantities (BOQ), the contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ.

Note- The original part of online submission of Technical Specification(Hard Copy) and other submitted documents(Hard Copy) should be submitted, at least before the date of opening of the bid, falling which, the submission will treated as cancelled. Also submitted the Commercial Terms & Conditions for the quoted items.

F. Non-statutory Cover containing the following documents :

- A) GST Registration Certificate & Acknowledgement. PAN. P Tax (Challan) (current financial year). Latest IT Receipt. IT-Saral for last Assessment year.
- B) Job Credential.
- C) Company Details.
- D) Payment Certificate.
- E) Power of Attorney (For Partnership Firm / Private Limited Company, if any)

N.B.: Failure of submission of any of the above mentioned documents as stated above will render the tenderer liable to be rejected for both statutory & non statutory cover.

G. Rejection of Bid:

The Tender Committee 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 affected Bidder or Bidders of the ground for Tender Committee's action.

H. Award of Contract

The Bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through an Acceptance e-mail / Letter of Acceptance.

The notification of award will constitute the formation of the Contract.

The Agreement as per enclosed format in G.C.C. will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents stated in N.I.T. of the concerned work within time limit to be set in the letter of acceptance.

I. There shall be no provision of Arbitration.

J. Conditional / Incomplete tender submissions will be treated as non responsive.

K. In case of quoting rates, no multiple lowest rate will be entertained. Rates to be quoted both in number & words. No adjustment in price or price as collation of any kind will be allowed for the works included in this NIT.

FORM – I

PRE-QUALIFICATION APPLICATION

To
The Registrar
West Bengal State University
Berunanpukuria, Malikapur
Barasat, Kolkata-700126

Ref: Tender for
(Name of Work).....
.....

N.I.e.T. No. :
.....

Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf ofin the capacity..... duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

1. Tender Inviting & Accepting Authority / Engineer-in-Charge can amend the scope & value of the contract bid under this project.
2. Tender Inviting & Accepting Authority / Engineer-in-Charge reserve the right to reject any application without assigning any reason

Enclosure(s): e-Filling:-

- a) Statutory Documents.
- b) Non Statutory Documents.

.....
Signature of applicant including title

Date:

FORM – II

STRUCTURE AND ORGANISATION

1	Name of the Applicant	
2	Office Address	
	Telephone No.	
	Fax No	
3	Name and Address of Bankers	
4	Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. Note : Application covers Proprietary Firm, Partnership, Limited Company or Corporation	

.....
Signature of applicant including title and capacity in which application is made

AFFIDAVIT – “Y”

(To be furnished in Non – Judicial Stamp paper
of Rs.100.00 (One Hundred only) duly notarized)

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm
M/S..... nor any of
constituent partner had been debarred to participate in any tender by any Govt. Organization / Undertaking during
the last 5 (five) years prior to the date of this N.I.e.T.
3. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent
information as deemed necessary and/or as requested by the Department to verify this statement.
4. The under-signed understands that further qualifying information may be requested and agrees to furnish any such
information at the request of the Department.
5. Certified that I have applied in the tender in the capacity of individual/ as a partner of a firm and I have not applied
severally for the same job.

.....
Signed by an authorized officer of the firm.

.....
Title of the officer

.....
Name of the Firm with Seal

Date:

Copy forwarded to the: -

- i) The Sabhadhipati 24 North Parganas Zilla Parishad.**
- ii) D.M 24 North Parganas.**
- iii) District Information officer 24 North Parganas.**
- iv) Divisional Account Officer 24 North Parganas.**

**Sd/
REGISTRAR (Officiating)
West Bengal State University
Berunanpukuria, Malikapur Barasat
24 North Parganas, Kolkata-700126**