

Biswa Bangla Marketing Corporation Limited

**Karigari Bhawan, Ground Floor, Room No 009, Plot B/7, Action Area III,
New Town, Rajarhat, Kolkata - 700160**

Phone: (033) 23247230/31, e-mail: info@biswabangla.in

CIN - U52100WB2014SGC204751

BBMC/ADMIN/2021-2022/FS/08

Date: 01 February 2022

SHORT TENDER NOTICE

N.I.T. No.:BBMC/FS/2021-22/NIT08(e)

In order to supply to the office of Chief Electoral Officer, West Bengal, quotations are hereby invited from the manufacturers/bonafide suppliers for procurement of:

a) Face Shield Head Band: 2,00,000 (Two Lakh Only) pcs.

b) Visor for Face Shield: 2,00,000 (Two Lakh Only) pcs.

The aforementioned items have to be supplied in packs of 20 (twenty) to the Office of the Biswa Bangla Marketing Corporation Limited, Karigari Bhawan, Rajarhat, Kolkata 700160

The bidder should submit supporting documents that clearly demonstrate their status as manufacturer/bonafide supplier of these or similar items of health category/safety equipment. Some examples of documents that may be submitted are Supply Order received from Government/private health agencies, Udyog Aadhar Memorandum (UAM) certificate etc. Only bidders who can clearly establish their credential as manufacturer/bonafide supplier through supporting documents would be considered.

Only bidders having daily manufacturing/supply capacity of at least 20,000 units each should participate. Bonafide suppliers should submit valid documents as proof of dealership/tie-up with the manufacturer.

Both technical & financial bids will be submitted in electronic format only at the e-tender portal <https://wbtenders.gov.in/nicgep/app>, by 11:00 AM of 8 February 2022.

Important Date & Time Schedule

Sl. No.	Particulars	Date & Time
1	Date of uploading (Publishing) of N.I.T. Documents (Online)	01.02.2022 at 11:00 AM
2	Documents download start date (Online)	01.02.2022 at 11:00 AM
3	Bid submission start date (Online)	01.02.2022 at 11:00 AM
4	Online Pre Bid Meeting (Refer to Sl. No. 16)	03.02.2022 at 03:00 PM
5	End date and time for submission of sample	08.02.2022 at 11:00 AM
6	Bid proposal submission end date (Online)	08.02.2022 at 11:00 AM
7	Opening date for Technical Bid (Online)	08.02.2022 at 01:00 PM
8	Opening date for Financial Bid (Online)	08.02.2022 at 05:00 PM
9	Place for opening of Technical & Financial Bid	Biswa Bangla Marketing Corporation Limited Karigari Bhawan, Ground Floor, Room No. 009, Plot B/7, Action Area III, New Town, Rajarhat, Kolkata - 700160

Detailed terms and conditions for submission of bid documents/samples etc. are mentioned below:

1. Tender process should be in two parts:
 - a) Technical Bid will have to be submitted electronically only
 - b) Financial Bid will have to be quoted electronically only
2. One sealed envelope will contain **sample of item** to be supplied as per the approved sample displayed at the office of Biswa Bangla Marketing Corporation Limited at Karigari Bhawan, Ground Floor, Room No 009, Plot B/7, Action Area III, New Town, Rajarhat, Kolkata – 700160 and also at Biswa Bangla Showroom, Dakshinapan Shopping Complex, Jodhpur Park (Near Dhakuria Bridge), Kolkata - 700068
3. Sample must be submitted physically at the office of Biswa Bangla Marketing Corporation Limited, however other documents to be submitted electronically only.

4. Specifications:

Face Shield Head Band: 2,00,000 (Two Lakh Only) pcs.

- a) Material: Polypropylene (PP)
- b) Size: Universal
- c) Sterilisation: Can be sterilised in ETO (ethylene oxide), sanitiser, alcohol and other medical grade sterilisation process.
- d) Design: As per sample approved.
- e) Packaging: To be supplied in packs of 20 pcs

Visor for Face Shield: 2,00,000 (Two Lakh Only) pcs.

- a) Material: Poly ethylene terephthalate
- b) Thickness: 175 micron (0.175 mm)
- c) Sterilisation: Same as above for headband.
- d) Design: As per sample approved.
- e) Packaging: To be supplied in packs of 20 pcs

Note: Technical bid of the bidders will not be considered without the approved specified sample (approved as per the specification of the Reference Items as displayed at the Office of Biswa Bangla Marketing Corporation Limited, Karigari Bhawan, Rajarhat, Kolkata 700160) and EMD as mentioned.

5. Bidders will have to submit electronically copies of the following documents in Technical Bid. Please note that incomplete applications/applications without the following necessary documents will be rejected:

a) Online payment procedure of EMD:

- 1) An intending bidder shall login to the e-procurement portal of the Government of West Bengal at <https://wbtenders.gov.in> using his login ID and Password.
- 2) The bidder will have to select the particular tender and arrange payment of the required **EMD** amounting to **₹ 1 Lakh (Rupees One Lakh Only)** by selecting from either of the following

payment modes: Bidder shall upload scanned copy towards proof for depositing the earnest money. EMD has to be submitted in terms of circular 3975, dated: 28.07.2016 of Finance Department, Government of West Bengal. The Earnest money/Bid security for registered SSI Units of the state of West Bengal shall be guided by paragraph 47A(1) of Memo no. 10500-F dated: 19.11.2004, issued by the Finance Department (Audit Branch), Government of West Bengal.

- i. **Net banking** (any of the banks listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway. On selection of net banking as the payment mode, the bidder will be redirected to the webpage of ICICI Bank Payment Gateway (along with a string containing a Unique ID) from which the Bank through which the transaction is intended will have to be selected. The bidder will then receive a confirmation message confirming success of the transaction. If the transaction is successful, the amount paid by the bidder will get credited in the respective pooling account of the State Government maintained at the R N Mukherjee Road Branch of ICICI Bank at Kolkata towards collection of EMD. If the transaction fails, the bidder will have to try for payment again by going back to the first step.
 - ii. **RTGS/NEFT-** In case of offline payment through bank account in any bank: On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre-filled Challan and the details required to process RTGS/NEFT transaction. The bidder will have to print the Challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account. Once payment is made, the bidder will have to come back to the e-procurement portal after expiry of a reasonable time (T+2 days) to enable the NEFT/RTGS process to complete, in order to confirm the payment and continue the bidding process. If the transaction is successful, the amount paid by the bidder will get credited in the R N Mukherjee Road Branch of ICICI Bank at Kolkata towards collection of EMD. If the payment verification is unsuccessful, the amount will be returned to the bidder's account. The bidder will have to try again for payment by going back to the first step.
 - iii. **For RTGS/NEFT**, the bidders are requested to process the uploading of the bid document well in advance, and sufficiently prior to closing of the bid of the particular group to avoid the risk of transaction failure.
 - iv. **Refund of EMD:** After declaration of Award of Contract (AOC) through the e-procurement portal, the EMD will be automatically refunded to the unsuccessful bidder (s) in the same route to the account from where the transaction was processed within a reasonable time.
 - v. **Forfeiture of EMD:** If any bidder fails to supply to Biswa Bangla Marketing Corporation Limited at quoted/accepted rate at quantity claimed/accepted, or violates any other condition of the contract, their EMD may be forfeited.
- b) Documents establishing status of Bidder as Manufacturer/bonafide supplier like UAM registration/Trade License /Past credentials like similar supply orders i.e. supply of PPE Kits / Coverall / Apron.
 - c) ISI specification or equivalent; certificate to be submitted along with the tender
 - d) Turnover of the firm in the last 3 years
 - e) Previous experience for manufacturing/supply of similar item in the last one year along with valid Completion Certificate/ Self-declaration or Undertaking by Authorised Person on organisation's Letterhead.
 - f) Copy of GST Registration Certificate
 - g) Copy of GST return for the FY 2019-2020 & 2020-21

- h) Copy of PAN card
 - i) Copy of Income Tax Return for FY 2018-19, 2019-20 and 2020-21
 - j) Brief profile of the concerned bidder
 - k) Preference will be given to experience in manufacturing/supplying similar item.
6. **Only those bidders qualifying in the technical bid would be considered for financial evaluation. Sample submitted should strictly conform to the specification.**
7. **“Financial Bid”** should be submitted **electronically only**.
8. In Financial Bid, rate excluding GST and then total rate with GST need to be specified. This rate will include transportation cost up to the office of **Biswa Bangla Marketing Corporation Limited, Karigari Bhawan, Rajarhat, Kolkata 700160**
9. **The supply for for Face Shield Head Band & Visor for Face Shield must begin from 10 February 2022 (without fail) and must be completed within 14 February 2022 (without fail/ without any extension).**
- At the time of submission of bids, suppliers should indicate the daily quantity that can be supplied within the mentioned dates.**
10. **Bids from bidders who failed to supply to Biswa Bangla Marketing Corporation Limited against any previous tenders and were subsequently blacklisted will be summarily rejected during technical evaluation.**
11. Successful bidder(s) will have to submit a **“PERFORMANCE SECURITY”** for an amount of **10%** of the ordered value in the form of NEFT/RTGS in favour of **“Biswa Bangla Marketing Corporation Limited”**.
12. The quoted price may be negotiated by a committee constituted by Department of MSME and Textiles, Govt. of West Bengal. Price identified by the process will be valid for 180 days from the end of this tender.
13. Upon opening of the Financial Bids, the lowest Bidder (L1) will be determined. The bid inviting authority reserves the right to negotiate with L1 Bidder to fix the lowest rate (herein after referred as L1 rate). The authority will be entitled to award the contract to the lowest Bidder for the entire offered quantity or part thereof as per the production capacity of the bidder. In case two or more Bidders quoted the same L1 price, the authority will divide the order equally among the L1 bidders subject to their production capacity. Remaining quantity may be divided among the L2, L3, L4, L5, L6 and so on subject to their agreeing to supply at L1 rate and their production capacity as well. However, the Departmental Tender Committee shall reserve the absolute right to divide such quantity among L2, L3, L4 and so on bidders and such decision shall be binding upon all concerned.
14. Suppliers willing to supply at approved rate will be given order based on their production capacity, financial strength, experience in supply and the entire order may be **distributed amongst more than one supplier**.
15. If the requirement of any item increases/decreases in due course of time, the supply order given under this tender may be extended/reduced by 50%.The supply order can also be curtailed/enhanced subsequent to placement of the orders based on performance of suppliers in meeting the timelines for supply. All decision taken by the authority will be final.

16. Online Pre-bid meeting:

Meeting Link: meet.google.com/aet-bjyg-tdx

17. The inspection/checking of articles by random sampling will be done by the third party organisation as may be decided by the Biswa Bangla Marketing Corporation Limited, from time to time.
18. All lots of supplies will be subjected to strict quality control procedure as may be devised by the authority and only the lots which pass in the said quality tests will be accepted.

Standard sample of the required 3-ply disposable mask is kept on public display at the office of Biswa Bangla Marketing Corporation Limited, Ground Floor of Karigari Bhawan, Room No 009, Plot B/7, Action Area III, New Town, Rajarhat, Kolkata - 700160 for inspection.

The authority of Biswa Bangla Marketing Corporation Limited reserves the right to reject/cancel the bidding without assigning any reason whatsoever.

Managing Director

Biswa Bangla Marketing Corporation Limited

CHECK LIST

(To be uploaded online after being duly filled up)

NIT No.

Name of the Tender:

Name of the Firm:

Full address of the Firm & Bidder (for communication):

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Contact No. (Office): Mobile No. of Contact Person:

E-Mail address for Communication:

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DETAILS TO BE GIVEN

Sl. No.	Particulars	Please Mark		For use of the Bidders (Provide Registration Numbers where applicable)
		YES	NO	
1	EMD as per NIT	YES	NO	
2	Documents establishing status of Bidder as Manufacturer/bonafide supplier like UAM registration	YES	NO	
3	Turnover of the firm in the last 3 years	YES	NO	
4	Previous experience for manufacturing/supply of similar item in the last one year.	YES	NO	
5	Valid Completion Certificate/ Self Declaration/ Undertaking			
6	Copy of GST Registration Certificate	YES	NO	
7	Copy of GST return for 2019-20 & 2020-21	YES	NO	
8	Copy of PAN Card	YES	NO	
9	Copy of Income Tax Return for FYs 2018-19, 2019-20 & 2020-21	YES	NO	
10	Brief profile of the concerned bidder	YES	NO	

Note:

- i . The bidders are requested to see that all of the above columns are marked.
- i i . If any of the information furnished above are found to be false, action as per tender rule will be initiated.

Signature with date

Seal of the Company