



WEST BENGAL ESSENTIAL COMMODITIES SUPPLY CORPORATION LIMITED

E-TENDER DOCUMENT

FOR THE SUPPLY OF FLOUR (MAIDA) IN PDS.

During The Holy Month of Ramzan, 2019.

ECSC/PDS/2019/858 (FLOUR) DATED : 13.02.2019

Tender Documents will be available on & from 15.02.2019 from
3:00 PM at www.wbtenders.gov.in

: CLOSING DATE AND TIME:

EARNEST MONEY can be deposited physically at our Head Office by 05.03.2019 upto 5:00 PM. Or the same may be deposited through RTGS at A/C no. as follows:
PUNJAB NATIONAL BANK, NEW MARKET BRANCH, IFSC-PUNB0009300,
Beneficiary-WBECSC Ltd, A/C No-0093000109114712.
Online Bid submission closing date & time: 08.03.2019 at 3:00 PM.

:Opening date and time:

Technical Bid : on 11.03.2019 at 3:00 PM (ONLINE)
Financial Bid : on 14.03.2019 at 3:00 PM(ONLINE)

Details of date and time schedule is provided with this tender document (Appendix 8)

The Financial Offer of the prospective Bidder will be considered only if the Technical Aspects of such Bidder is found qualified by the authority of the Corporation. The decision of the Corporation will be final and binding upon in this regard.

Tenders, comprising both technical and financial bids, are to be submitted concurrently, digitally signed and posted in the website: www.wbtenders.gov.in

HEAD OFFICE: 11 A, MIRZA GALIB STREET, KOLKATA - 700 087.

This Tender Document Set has the following Schedules and Appendices:-

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(To be filled in & submitted by Bidder or his authorized representative)

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Enclose: Aforesaid schedules & enclosures positively

WEST BENGAL ESSENTIAL COMMODITIES SUPPLY CORPORATION LIMITED

Eligibility Criteria and Specifications

I. Eligibility Criteria:

1. **Only Manufacturers/ Flour Millers** shall be eligible for selection to supply the material mentioned in the tender.
2. The bidder must have experience in supply of Food Grains in PDS / ICDS or in Govt. / Govt. aided Concerns in West Bengal.
3. The **bidder** should have their own distribution network in West Bengal and must have experience in distribution.
4. **The bidder has to upload the Copy of the Balance sheet with an annual turnover of not less than 10 (Ten) crore / year for last three years (2015-16, 2016-17 & 2017-18), duly audited by Chartered Accountant.**
5. The **bidder** has to upload the copy of Income Tax statement for last 3 years (2016-17, 2017-18 & 2018-19) duly attested by the Chartered Accountant / Income tax officer.
6. The **bidder** must have facilities to test the quality of **Flour (Maida)** in their processing units/at their godowns in West Bengal for undertaking pre-delivery inspection by WBECSC Ltd.
7. The **bidder** should have minimum 500 MT storage capacity, at Kolkata or in the allotted districts of West Bengal. Details of the godowns should be furnished in Appendix-5 and the product should have FSSAI Certificate.
8. The supply of Flour (Maida) is to be made in 50 kg pack up to Dealers / Distributors Godown, the sample of which is to be submitted in triplicate, in 500 gm sealed pack on the day of deposition of DD/RTGS for Earnest Money to the PDS Division of WBECSC on proper receipt.
9. **The bidder is to submit documentary evidences and the samples along with Earnest Money in support of their eligibility criteria.**
10. The decision of West Bengal Essential Commodities Supply Corporation Limited after evaluation the documentary evidences and other claims with regard to the eligibility of bidder shall be final.
11. WBECSC Limited reserves the right to reject any/all tender without assigning any reason thereof and the same should not be questioned at any point of time, whatsoever.
12. The Flour Miller/ Manufacturer must meet the standard as per specification of flour mentioned in Schedule-1 (Page-4).
13. The Tender is published on the basis of anticipated approval of the Govt. of West Bengal. Supply order to the selected agencies will be given as per Tender formalities and as per the order of the Govt. If the Govt. Scheme is closed or partly revised or modified, due to unavoidable circumstances of the State Govt., then the Tender will automatically come to an end or partly continues, for which supplier is not entitled to demand/ receive any type of loss amount or can't initiate any legal proceedings against the corporation and Govt. of West Bengal.

SPECIFICATION OF FLOUR (MAIDA)

Ref: The F.S.&S. (Food Additives) Reg.2011, P-259, Art.2.4.2 Maida.

1. Maida :

“Maida” means the fine product made by milling or grinding clean wheat free from all organic & inorganic industries excreta and bolting or dressing the resulting wheat meal.

It shall conform to the following standards:

Moisture	:	Not more than 14.0 per cent (when determined by heating at 130-133 degree Celsius for 2 hours).
Total Ash	:	Not more than 1.0 per cent (on dry weight basis).
Ash insoluble in dilute HCL	:	Not more than 0.1 per cent (on dry weight basis)
Gluten (on dry weight basis)	:	Not more than 7.5 per cent.
Alcoholic acidity (with 90 per cent alcohol expressed as Sulphuric Acid (on dry weight basis)	:	Not more than 0.12 per cent.

It shall be free from Rodent Hair and excreta.

Packaging materials shall be of **foodgraded**.

Terms and Conditions

1. Submission Of Tender:

- I. All appendices, attached with this Tender Document should be duly filled in and uploaded with digital signature in all pages. This is mandatory for considering any offer as valid.
- II. Bidder must complete the questionnaires on standard proforma enclosed (**appendix-1 to 6**) with this Tender Document.
- III. The WBECSC Limited reserves the right to get the processing / packaging capacity of any bidder re-verified through the inspecting agencies/ Officials of WBECSC Ltd, irrespective of their registration status.
- IV. Stipulated conditions in the tender are for well reputed processing unit or brand owner and with specific years of distribution experience. The claim of the bidder should be supported by documentary evidence for such claim to the satisfaction of WBECSC Limited, Kolkata.
- V. Prospective bidders shall have to deposit a **earnest money of Rs. 5,00,000/- (Rupees five lacs only)** either through bank draft drawn in favour of **"W.B.E.C.S.C. Limited"** of any scheduled bank or through RTGS as per bank details mentioned in Page-1. The bank draft/RTGS slip has to be deposited physically at our Head Office at 11 A, Mirza Ghalib Street, Kolkata 700 087, latest by **5:00 PM of 05.03.2019**.

2. Deposition Of Earnest Money & Security Deposit

- a) Prospective bidders shall have to deposit a **Earnest Money of Rs. 5,00,000/- (Rupees five lacs only)** either through bank draft drawn in favour of **"W.B.E.C.S.C. Limited"** of any scheduled bank or through RTGS as per bank details mentioned in Page-1. The bank draft/RTGS slip has to be deposited physically at our Head Office at 11 A, Mirza Ghalib Street, Kolkata 700 087, **latest by 5:00 PM 05.03.2019** and Money Receipt against such deposit shall be obtained from our Head office. **Tender received without Earnest money shall be summarily rejected.** In case of unsuccessful bidders the earnest money will be refunded.
- b) Earnest Money needs to be deposited afresh and conversion of previously deposited EMD or Security Deposit for any other work shall not be allowed. **The earnest money deposit will not carry any interest.**
- c) The selected suppliers should furnish a **Security Deposit of Rs. 10,00,000/- (Rupees ten lac only)** by means of Demand Draft drawn in favour of "W.B.E.C.S.C. Ltd." drawn on any scheduled Banks payable at Kolkata or through RTGS as per bank details mentioned in Page-1 and any prayer for conversion of previously deposited security deposit shall not be entertained. **The Security Deposit will not carry any interest.**

3. Registration of Bidder

Bidders 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 website **www.wbtenders.gov.in** and to click on the link for e-tendering site as given on the web portal.

4. Digital Signature Certificate (DSC)

Each participant, for submission of tender, is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) from the approved service provider of the National Information's

Centre (NIC) on payment of requisite amount the details of which are available at the Web Site Guideline to the Bidder. DSC is given as a USB e-Token.

5. Downloading

Bidders can download NIT & Tender Documents by logging into the website mentioned using the Digital Signature Certificate. **This is the only mode of collection of Tender Documents.**

6. Pre Bid Meeting

Prospective bidders in the tender may attend a Pre-Bid Meeting which will be held on 27.02.2019 at 3:00 PM at our Head Office at 11 A Mirza Ghalib Street, Kolkata 700 087 for any type of clarification regarding Tender.

7. Submission of Tenders

- a) Tenders are to be submitted online in the website in the specified folders - one for Technical Details & the other for Financial Bid, before the prescribed date & time using the Digital Signature Certificate (DSC).
- b) All appendices attached with this Tender Document ***except Appendix-7*** should be duly filled in with signature in all pages and are mandatory for considering any offer as valid.
- c) The Bidders should be in a position to quote for supply in accordance to the requirement stated in Schedule-1 & 2; all the enclosures to this Tender Document should be duly filled in, digitally signed and uploaded in the website **www.wbtenders.gov.in**
- d) The tenders of those who do not qualify the eligibility criteria shall be rejected at any time during detailed scrutiny and evaluation stage.
- e) The financial rate of the bidder is to be submitted only in stipulated BOQ in Commercial bid. Mention of rate anywhere else in the tender document shall make it liable to be rejected.
- f) Tender form downloaded in the name of the prospective bidder / Firm alone should be used otherwise it will be rejected.

8. Financial Bid

- a) The Financial bids of only Technically Qualified Bidders shall be opened.
- b) **WBECSC Ltd. will have the liberty to negotiate for lowering the rate.**

9. Transport Facility:

The bidder should have sufficient fleet of trucks, owned/ or contractual to ensure **door-step delivery to MR distributors / FPS** of the indented quantity within the valid date of indent.

10. Validity Of Offer:

- a) The offers made by the bidders shall be valid for 60 (Sixty) days from the date of acceptance of offer.
- b) The entire quantity of work order has to be delivered within 05.06.2019
- c) The bidder should not quote any other date for the validity of the offer.
- d) Tenders quoting any other validity date are liable to be summarily rejected.
- e) **The Validity of Offer may be extended if deemed necessary by the relevant authority.**

The management is not responsible for any upward revision of any taxes or raw material after issue of the confirmed orders and the extra amount, if any incurred towards the above items will be borne only by the successful bidder. Entire GST liability lies on successful bidder for the items.

11. Payment Of Administrative Charges:

- a) The successful bidder shall remit an amount at 1.00% (0.5% to WBECSC & 0.5% to the concerned DCFS/JDR/RO) of the value of the total delivered quantity as Administrative Charges along with stipulated GST by means of Demand Draft, immediately after completion of delivery to the distributors' door-step. The Demand Draft should be drawn on any scheduled Bank favouring W.B.E.C.S.C. Ltd. payable at Kolkata.
- b) No Cheque or Bank Guarantee shall be accepted.
- c) In case of successful bidders, the Earnest Money / Security Deposit shall not be adjusted for Administrative Charges payable by them. Any other amount pending with WBECSC LTD. shall not be adjusted against Administrative Charge.
- d) The Earnest Money will be retained till issue of Work Order to selected suppliers. Thereafter Earnest Money of Unsuccessful Bidders shall be refunded. Earnest Money of selected suppliers shall be refunded after receiving Security Deposit from them. Any application for refund of Earnest Money or Security Deposit should be supported by original Money Receipt.
- e) **The selected supplier/s must submit Administrative Charges with stipulated GST within 09.07.2019** If the Administrative Charges is not paid within the time specified, the Earnest Money/ Security Deposit remitted by the bidder shall be forfeited as per Agreement.
- f) If any selected supplier fails to supply or complete delivery as per Work Order/ Indent, their Security Deposit remains liable to be forfeited. Besides, WBECSC Ltd. shall be entitled to recover the consequential loss, if any, sustained by the corporation from the bidder due to the purchase made in re-tender or in other manners.

The selected supplier/s must submit Total Administrative Charges along with stipulated GST within 09.07.2019 failing which appropriate penal action may be taken as deemed fit by the Corporation.

12. Agreement:

The successful bidder shall execute an Agreement in the prescribed form on a stamp paper of value as per law after depositing the Security Amount, within three days from the date of receipt of the communication of acceptance of the Tender. In the event of failure to execute the agreement, the Earnest Money Deposit shall be forfeited. In addition, the Bidder will be treated as having committed breach of contract and will be liable to pay damages to the Corporation for such breach of contract besides black listing the firm. Further WBECSC Ltd reserves the right to collect the consequential loss, if any sustained by them on account of re-tender from the bidder and the bidder is bound to pay the same on demand.

13. Quality Control:

I) WBECSC Ltd. is very keen in supplying only quality **Flour (Maida)** strictly conforming to the specifications fixed in Schedule-1. The supplier is solely responsible for the quality of **Flour (Maida)** to be supplied by them. After commencing delivery, the supplier should submit the analysis report made by Dept. of I&QC, F&S Deptt or any reputed Laboratories, duly approved by F&S Deptt. to the Managing Director, WBECSC Limited at their own cost at random check in the FPS for giving clearance to continue the supply. Sample for all items will be tested for quality within 3 days of start of distribution in each district. During distribution period, random sample checking will be made by the Govt. officials.

II) Stock which is within the permissible limit alone will be sold. Stock will be returned from the FPS which do not conform to the fixed specifications and will be rejected. The decision of the WBECSC Ltd. with regard to quality of the **Flour (Maida)** shall be final and it should not be disputed by the supplier. The sample of the **Flour (Maida)** will also be drawn by the quality control staff on behalf of WBECSC Ltd. for analysis. In case of any variations in the refractions arrived at between the surveyor and the WBECSC Ltd. staff, higher reading

between these two readings will be adopted and in the event of the stock being found in excess over the limit fixed, such stock will be rejected & be returned. The successful bidder should furnish clear local address to facilitate despatch of party copy of the Quality certificates by the respective Laboratory.

III) Any appeal against the quality certificates may be made to the Food & Supplies Department, Govt. of West Bengal within 15 days from the date of receipt of the quality certificates by remitting a sum of Rs. 5000/- (Rupees five thousand only) in cash deposited to WBECSC Limited (Accounts Section) per quality certificate towards re-analysis charges. If no appeal is made within the stipulated period for re-analysis, it will be construed that they have no dispute with regard to the monetary cut to be imposed for the deficiency in the quality, if any.

14. Testing Of Flour (Maida):

The testing of Flour (Maida) will be done through the surveyor on pre-delivery/at random check in the FPS for which the Supplier will pay the total value of the testing fee. A team of Quality Control Staff of F&S Deptt. will also inspect the storage godowns in West Bengal and supplier will be responsible for quality of the Flour (Maida) at any point of sale.

15. Mode Of Supply :

The ordered quantity of Flour (Maida) shall be supplied in 50 kg pack, by the supplier at their expense to the Door Step to all M.R. Distributors / Authorised Wholesalers / FPS in West Bengal.

16. Rate:

The rate should be quoted **per M.T. net inclusive of transport charges, weighment charges, unloading charges and all other charges in the Appendix-7** (including payment collection from offices of the all DCFS, JDR& RO by them only) . Bidder should quote the rate of supply of **Flour (Maida)** per MT in Indian Rupee.

WBECSC Ltd. deserves the right to issue work order to more than one bidder if deemed necessary or may issue work orders to L2, L3..... etc at L1 rate for ensuring timely delivery within the valid date of indent.

17. Delivery And Payment:

- I. The Supplier should deliver the indented quantity at the door step of M.R. Distributors/ Authorised Wholesalers /FPS. Cheques of the distributors, AWs and direct dealers issued in the name of the selected supplier /s may be collected by the concerned DCF&S / JDRs who will issue advice list to the supplier /s according to the money so collected and DCF&S / JDRs may hand over the cheques so collected to the supplier /s concern after checking the delivery against quantum allocated.
- II. At the time of delivery, if there is any shortage/damage detected, that will be sorted out by the supplier at the doorstep of concerned Distributor/wholesalers.
- III. The Managing Director, WBECSC Ltd., also reserves the right to recover any dues from the successful tenderer which is found, on a later date. Accordingly, the bidder is liable to pay such dues to the Corporation immediately on demand.

18. Penalty On Default / Extension Of Time:

Failure to keep up the supply schedule, a penalty of minimum of Rs. 25/- per day per M.T. for the defaulted quantity may be levied for every day of delay in supply or for

- i. It is not binding on the part of the Managing Director, WBECSC Limited, to short supply, subject to maximum of Rs.500/- per M.T.

19. GENERAL:

- I. It is not binding on the part of the Managing Director, WBECSC Limited, to accept the lowest tender or any tender and he reserves the right to reject or accept all or any tender fully or partly without assigning any reason thereof. The Managing Director also reserves the right to accept one or more Bids at L1 rate.

- II. The Managing Director reserves the right to relax or waive or amend any of the tender conditions and to reject the tender if any of the conditions enumerated in the tender conditions are violated.
 - III. The bidders should submit documents regarding production capacity per day in their official letter head apart from mentioning the same in appendix-4.
- 20.** If any deviation from approved quality is found in sample testing during distribution, the supply will immediate be suspended and the supplier will be blacklisted for future supply as per the blacklisting policy of the Govt. of West Bengal.
- 21.** The firms/ companies/ suppliers who have been blacklisted or a process of blacklisting is pending against them, are debarred from participating in the tender process.
- 22.** Any supply beyond valid indented period will be treated as illegal and penal action shall be initiated against the supplier which may include blacklisting.

Offer

Full name and address of the Bidder in addition to post Box No., if any, should be quoted in all communication to this office

Bidder's Telegraphic Address/Telephone No. /FAX No. & E-mail
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From:

TENDER FORM NO. -----

Dear Sir,

1. In continuation of my/our above tender, I/ we submit herewith the price offer at appendix – 7 for supply of **Flour (Maida)** in 50 kg Bag as per WBECSC Ltd. specifications in Schedule-1.

2. I/We agree to abide by the terms and conditions stipulated by the WBECSC Ltd. and also agree to supply the entire ordered quantity at the rates quoted by me/ us as per Appendix-7. The rate quoted and approved by the WBECSC Ltd. in this tender will be valid for the 90 (ninety) days from the date of acceptance of offer, which may be further extended if deemed necessary by the relevant Authority.

3. I/We have understood all the instructions to the Bidders in the Tender Documents and have thoroughly examined the specification quoted in the schedules hereto and am/are fully aware of the nature of the product required and my/our offer is to supply the product strictly in accordance with the requirements.

Yours faithfully

FULL SIGNATURE OF BIDDER

ADDRESS -----

DATED -----

Contact no.-----

FULL SIGNATURE OF WITNESS

ADDRESS-----

DATED -----

Contact no.-----

Questionnaire about Bidder

1. Name of the Firm _____

2. (i) Full address _____ Phone

No. _____

(ii) Local Address _____ Phone No. _____

3. Name of the authorized person _____ Contact No.

4. Whether firm is registered in firm Registration
(in case of Partnership firm)

YES

NO

5. Registered in Company's Act
(in case of Company)

YES

NO

6. Whether they have registered their design & trade
mark or brand

YES

NO

7. If no then, whether they have applied
for the
same.

YES

NO

8. Whether authorization letter duly authorizing the
person to attend the Tender / Negotiation enclosed.

YES

NO

9. The date of commencement of the firm DD / MM / YYYY _____

10. Whether they have any distribution network
in West Bengal.

YES

NO

11. Whether the Bidder has facilities to test the
Flour (Maida)

YES

NO

12. Have you enclosed required
Earnest Money

YES

NO

13. Whether Blacklisted in WBECSC or in any other Govt.
Organisation/ Undertaking

YES

NO

Turnover Statement for Last 3 years
(Enclosed documents duly authenticated by Chartered Accountant)

SL. No	Name of Firm	Financial Year	Turnover in Crores

N.B. :(I) The decision of Management of **W.B.E.C.S.C. Ltd.** on assessment of past performance will be FINAL.

Signature of Bidder-----

Name in Block letters -----

Capacity in which:
Tender is signed -----

(To be Certified by Chartered Accountant under his Seal and Signature)

Proforma for product and Quality Control of Bidder

Tender No. & Date _____ for the supply of _____

1. Details of firm

- (a) Name :
(i) Office :
(ii) Address :
(iii) Telephone :
(iv) Fax :
(v) E-mail :

1. Location of manufacturing works / factory.

3. Production capacity of **Flour (Maida)** with the existing plant & machinery

- (a) Normal _____
(b) Maximum _____

5. Details of arrangements for quality control of products such as laboratory etc.

6. Experience in the particular supply of the product: to Govt. Concerns/PSUs/Local Bodies etc. in West Bengal

8. Details of Recognized Quality Certificates:
(Give the description of ISO Certificates & FSSAI Certificate)

9. Furnish details of your product quality certificates like (like ISI, CE, EN standards)

Signature of Bidder-----

Name in Block letters -----

Capacity in which:
Tender is signed -----

Details of Storage Space

SR No.	Storage area in CFT	Address of the place of Storage	Name of the owner of the storage point if not in the name of bidder	Enclose copy of Agreement with Bidder or ownership document (Y/N)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Signature of Bidder-----

Name in Block letters -----

Capacity in which:
Tender is signed -----

Technical Details

1. Name of Item: **Flour (Maida).**
2. State of origin (Manufacturing / Processing Unit) : -----
3. Brand Name, if any : -----

SL No.	Tender Terms and Conditions	Complied	Not Complied
1.	The bidder is a Govt. Organization / Registered Co-operative Societies / Govt. Supplier		
2.	Details of Fleet to supply 4000 MT/month		
3.	Earnest money of Rs.5,00,000/- furnished by encashable D.D/RTGS.		
4.	Turnover Statement of last three years (2015-16 , 2016-17 & 2017-18)		
5.	Product quality details		
6.	Details of storage space		
7.	Details of experience in supplying food grains in Govt. / Govt. aided concerns		
8.	Sample of Flour (Maida) submitted.		
9.	Any other relevant information		

Signature of Bidder-----

Name in Block letters -----

Capacity in which:
Tender is signed -----

Proforma for Commercial Bid

[Please do not mention any RATE here. RATE needs to be filled & uploaded in the specified folder only]

TENDER NO. _____

Flour (Maida)

Refer attached Appendix 7 in Excel sheet

Signature of Bidder _____

Name in Block letters _____

Capacity in which
tender is signed _____

DATE and TIME schedule for the
NIT No. : ECSC/PDS/2019/858 (Flour) dated: 13.02.2019

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. Documents by WBECSC Ltd. (online) (Publishing Date)	15.02.2019 at 3.00 pm
2	Documents downloading by prospective bidders (Online) (Opening)	15.02.2019 at 3.00 pm
3	Closure of online Documents downloading	08.03.2019 at 3.00 pm
4	Bid submission starting date (Online)	15.02.2019 at 3.00 pm
5	Online Bid submission closing date & time	08.03.2019 at 3.00 pm
6	Last date of submission of DD/RTGS for Earnest Money and Sample	05.03.2019 at 5.00 pm
7	Opening date for Technical Bid (Online)	11.03.2019 at 3.00 pm
8	Date of opening of Financial Bids (Online)	14.03.2019 at 3.00 pm
9	Date of uploading details of lowest bidder(s) along with his rates (online).	14.03.2019 at 3.00 pm

Sd/-
Managing Director
WBECSC Ltd.