

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DEPUTY DIRECTOR OF AGRICULTURE (ADMINISTRATION)
UTTAR DINAJPUR
Ground Floor of N-1 Building, RHE, Karnajora, Raiganj - 733130
E-mail. – pao-uttardinajpur@nic.in

Memo No.- 2320

Dated:- 27/06/2023

NOTICE INVITING E-TENDER

Tender Reference No: AGRI/UD/e-NIT-01/2023-24/ Seed Treating Chemicals

The Deputy Director of Agriculture (Administration), Uttar Dinajpur, invites e-Tender for Procurement Rate Contract for Supply of Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) as stated below from the Bonafide Manufacturers/ Authorized Agencies/ Distributors/Dealers only.

The Manufacturers/Authorized Agencies/Distributors/Dealers are requested to offer rate for supply of Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) as stated below. The Cutoff date of supply will be within 10 days from the date of placement of supply order.

| Sl No | Name of the Insecticides | Packing Size (Price rate to be offered for) | Initial Estimated Amount Put to Tender (Rs) | Earnest Money Deposit (Rs.) |
|-------|---|---|---|-----------------------------|
| 1 | Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) | 50 Gram | Rs 15.20 lakh (Approx) | 30000.00 |
| 2 | Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) | 100 Gram | | |

The scope of work involves supply of Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) as per procurement requirement of office of the Deputy Director of Agriculture (Administration), Uttar Dinajpur, for supply of the items mentioned above in different blocks (o/o the Assistant Director of Agriculture, Chopra, Goalpokher-I, Goalpokher-II, Islampur, Karandighi, Kaliaganj, Raiganj, Hemtabad and Itahar) of the district. The procurement quantity may be increased in due course as per further requirement of the Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) within the period for which the Tender Agreement will remain valid.

TERMS & CONDITIONS:

1. The responding Manufacturers/Authorized Agencies/Distributors/Dealers hereinafter referred as Supplier/Bidder shall have adequate capacity to execute Supply Orders as would be placed by the Deputy Director of Agriculture (Administration), Uttar Dinajpur. They must ensure supply



timely, adequately and in Good marketable condition at the destinations (to office of the Assistant Directors of Agriculture of all blocks of the district). Prepositioning of the stock of the Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) is to be made by the Supplier/Bidder in a particular store in the **District** from where sample would be taken by the Deputy Director of Agriculture (Administration), Uttar Dinajpur or his representative (Insecticide Inspector) for quality analysis. If the stocks of Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) to be supplied is tested by any notified laboratory under the Department of Agriculture, GOWB, the such test report should be communicated to the Deputy Director of Agriculture (Administration), Uttar Dinajpur. In that case fresh testing may not be conducted for the concerned stocks.

2. In the event of e-filling, intending bidder may download the tender document from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. This tender related information if any further, shall be available at this office notice board and <http://wbtenders.gov.in> only.

3. Technical & Financial Bid are to be submitted concurrently duly digitally signed in the website <http://wbtenders.gov.in>. Submission of Technical & Financial Bid will be done as per time schedule stated below. The intending bidders/supplier put the item wise rate in BOQ.

| SI. No. | Particulars | Date & Time |
|---------|---|--|
| i | Publishing & Documents download Start Date | 04/07/2023 at 4:00 PM |
| ii | Bid submission start date (Online) | 04/07/2023 at 4:00 PM onwards |
| iii | Bid Submission closing (Online) | 18/07/2023 at 3:00 PM |
| iv | Bid opening date for Technical Proposals | 18/07/2023 at 3:30 PM onwards |
| v | Date of uploading list for Technically Qualified Bidder (online) after disposal of appeals, if any. (Online). | Will be declared after evaluation of Technical Bid |
| vi | Place of Opening Bid | Office of the Deputy Director of Agriculture (Administration), Uttar Dinajpur |
| vii | Date for opening of Financial Proposal (Online) | After finalization of technically qualified bidders financial proposal be finalized within 7 days. |

4. The Products offered must be in strict compliance to various provisions of the Insecticides Act, 1968, Insecticides Rules, 1971 and amendments made there under from time to time.

5. All Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) to be supplied must have adequate shelf-life (at least 12 month validity period from the date of supply) to facilitate its use over a reasonable period of time.

6. Related information about the Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP) should be printed on the body of the package/ container as per relevant acts and rules..
7. The rate should be quoted within MRP (Maximum Retail Price) in Indian Rupees (both in figure and words)
8. GST will be charged as per extant provisions of concerned Rules and amendments thereof.
9. Intended bidders should have adequate experience in production and/or supply of Seed Treating Chemicals (Carbendazim 12% + Mancozeb 63% WP)/Insecticides. Credential should be submitted accordingly.
10. The Supplier must possess valid Insecticide Licence for manufacturing/Marketing of offered Insecticides for sale in the State of West Bengal/Uttar Dinajpur District.
11. No conditional offer will be accepted.
12. The Supplier/Bidder should be capable of fulfilling delivery target to the Block level Offices of this District within prescribed time limit as per instructions/supply order of Deputy Director of Agriculture (Administration), Uttar Dinajpur
13. The each and every supplier/bidder participating in the bidding process must submit affidavit (Notarized) on a Non-judicial Stamp Paper of Rs. 10/-containing a self-declaration that "the bidding agency has not been convicted/ blacklisted by any Govt. organization/Semi or Quasi Govt. Organization/ Corporation of Govt. of India or any other State Govt. in the country during last three years". Suppression of such facts/events happened during the period in question shall invite punishment to be decided by the Deputy Director of Agriculture (Administration), along with disqualification from the bidding process.
14. Copy of valid Trade Licence, Insecticide Licence for Marketing in West Bengal/Uttar Dinajpur District as applicable, PAN, Professional Tax Enrollment certificate with latest Challan and PTPC (Profession Tax Payment Certificate). GSTIN Registration Certificate with latest Return, Last three years' Audited Balance sheet and Income Tax Return, Bank Solvency Certificate should accompany the application.
15. The EMD as indicated above will have to be submitted through electronically, online – through net banking enabled bank account, maintained at any bank or through any bank by generating NEFT/RTGS challan from the e-tender portal.
16. Payment will be made after receiving confirmation of supply of indented materials from the Blocks (Assistant Directors of Agriculture of Blocks) as per supply orders of the Deputy Director of Agriculture (Administration), and receiving quality test report from the competent authority. No advance payment will be made.

17. Successful bidders/suppliers will have to raise Challans in favour of consignee offices (office of the Assistant Directors of Agriculture of all blocks in the district separately) and Bill / GST Invoice etc. to the Deputy Director of Agriculture (Administration), against supply of indented materials.

18. TDS/TCS may be applicable as per provision of extant Rules and subsequent amendments thereof.

19. Security deposit will be deducted from the bill of successful bidder as per extant Govt. Rules. On application, security deposit will be released after **three months** from successful completion of the work/supply.

20. The bidder/supplier should submit last three years' Income Tax Return and Balance Sheet of the concern.

21. All rates / prices quoted and Trade Discounts offered to the Deputy Director of Agriculture (Administration), Uttar Dinajpur shall remain valid for at one year (365 days) from the date of entering into the "Agreement" and the said offer shall be applied during the period of extension of agreement with mutual consent.

23. EMD and the entire security deposit would be forfeited for supply of sub-standard materials or for non-compliance, violation or non-performance of any terms and conditions of the tender.

24. Supply order will not be issued to the successful bidder if the laboratory test result declared "Non-Standard"/ "Not Conforming to Specification" by the Notified Laboratory of the State Govt. against sample drawn and submitted by the Inspector as per relevant rules.

25. In respect of any consignment declared "Non-standard" / "Not Conforming to Specification" by notified laboratory of the State Government / State Agricultural Universities / Other notified laboratory against sample(s) drawn and submitted by Quality-Control-Inspector of the concerned district, no payment will be made to the suppliers. However, the concerned supplier may take back the rejected consignment at their own cost. The same would apply in respect of consignment/s which has/have been rejected by the consignee due to short in weight, inferior quality or any other reasonable cause. The supplier must have to replace the Non- Standard / Not Conforming to Specification stock immediately after intimation for timely execution of the supply order.

26. Except as otherwise stated above the Deputy Director of Agriculture (Administration), Uttar Dinajpur reserves rights to delist any successful supplier/bidder, if s/he fails to comply with the order satisfactorily or any licenses adjudged as essential criteria in this tender submitted by the bidder, is cancelled, by the State / Central Enforcement agencies. The Deputy Director of Agriculture (Administration), Uttar Dinajpur will also delist any successful bidder, if its activities are found to be prejudicial on verification through its own sources.

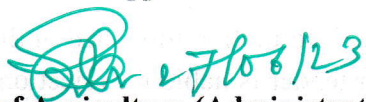
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27. The Deputy Director of Agriculture (Administration), Uttar Dinajpur reserves the right to consider / reject any or all offers invited under the present tender without assigning any reason thereof.

28. Bids submitted by the bidder/supplier if not complying any of the Terms and Conditions above is liable to be summarily rejected.

29. No interest shall be claimed on EMD, Security Deposit (SD) in any way.

30. Provisions of purchase policy of the State Govt. vide G.O. No. 10500-F dated 19/11/2004 and subsequent amendments thereof as well as GO No – 76-Inpt./1P-3/98, Dated 30/01/2006 of the Agriculture (Inputs) Department, Govt. of West Bengal shall be applicable.

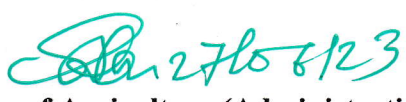

Deputy Director of Agriculture (Administration)
Deputy Director of Agriculture (Admin)
Uttar Dinajpur
Uttar Dinajpur, Raiganj at Karnajora
UDBAGD 006

Memo No.- 2073 /1(13)

Dated:- 20/10/2022

Copy forwarded for information and necessary action please to:-

1. The Principal Secretary, Government of West Bengal, Department of Agriculture, Nabanna, 325 Sarat Chatterjee Road, Mandirtala, Shibpur, Howrah, West Bengal-711102.
2. The Director of Agriculture & Ex-Officio Secretary, Government of West Bengal, Jessop Buildings. Kolkata — 700 001.
3. The Special Secretary, Government of West Bengal, Department of Agriculture, Nabanna, 325 Sarat Chatterjee Road, Mandirtala, Shibpur, Howrah, West Bengal-711102.
4. The Additional Director of Agriculture (North Bengal Region), Jalpaiguri.
5. The Joint Director of Agriculture, Raiganj Range
6. The District Magistrate & Collector, Uttar Dinajpur
7. The Additional Executive Officer, Uttar Dinajpur Zilla Parishad
8. The District Manager, WBSSC Ltd, Raiganj
9. The Assistant Director of Agriculture (Admin), Raiganj and Islampur
10. The Assistant Director of Agriculture (All Blocks),
11. The Members of Tender Committee of this Office (All).
12. The Head Clerk Cum Accountant of this establishment.
13. Notice Board & Website of this office for wide circulation.


Deputy Director of Agriculture (Administration)
Deputy Director of Agriculture (Admin)
Uttar Dinajpur
Uttar Dinajpur, Raiganj at Karnajora
UDBAGD 006

Declaration by the Bidder

Tender Reference No. AGRI/UD/e-NIT-01/2023-24


1. I / We have read and understood the e-NIT, Terms & Conditions as contained in this e-Tender **Ref. No.** - AGRI/UD/e-NIT-01/2023-24 and I have submitted the bid in accordance with above conditions and instructions of this tender document.

2. The information furnished in the bid are true and factual and I/we clearly understood that our tender is liable for rejection, if any information furnished is found to be not true and not factual at any point of time and the Deputy Director of Agriculture (Administration), Uttar Dinajpur reserves the right to initiate actions as deemed fit.

Place:

Date:

(To be signed by the Bidder)


Deputy Director of Agriculture (Admin)
Uttar Dinajpur (Bajpur) at Kandi
000 00480U

SECTION – A
INSTRUCTION TO BIDDERS
General guidance for e-Tendering:

Instructions/Guidance for electronic submission of the tenders have been annexed for assisting the bidders to participate in e-Tendering.

Registration of bidder:

Any 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 the <https://wbtenders.gov.in> the bidder is to click on the link for e-Tendering site as given on the web portal.

Digital Signature Certificate (DSC):

Each bidder is required to obtain a Class-II or Class – III Digital Signature Certificate (DSC) for submission of tenders from the approver service provider of the National Informatic Centre (NIC) on payment of requisite amount. Details are available at the Website stated above. DSC is given as a USB e-Token.

The bidders can search & download e-NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate (DSC). This is the only mode of collection of Tender Documents.

Submission of Tenders:

Tenders are to be submitted through online in the website stated above in the 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).

Technical Proposal :

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

(a) Statutory Cover containing the following documents as laid down in their respective clauses mentioned hereinwith:

A. Technical Cover:-

- i) e-Challans / Receipts from e-portal for Rs. 30,000.00 (Rupees thirty thousand only) towards Earnest Money Deposit (EMD) as prescribed in the e-NIT should be deposited.
- ii) Self declaration as per Clause No- 13, copy of reports as per Clause - 14, PAN, GSTIN & Bank Solvency Certificate for value Rs.25.00 lakhs (Rupees twenty five lakhs) (minimum) should accompany the application.
- iii) Copy of valid Trade License, Declaration by bidder.

- iv) Copy of up to date Professional Tax Clearance Certificate,
- v) Copy of License for marketing of Insecticides in the State of West Bengal/Uttar Dinajpur District.
- vi) NIT (download properly and upload in the same as Digitally Signed).

B. Financial Cover

The rate will be quoted in the space marked for quoting rate in the Bill of Quantity (BOQ) .
 Quoted rate will be encrypted in the BOQ under Financial Bid. **In case of quoting any rate in e-NIT, the tender is liable to be summarily rejected.**

(b) Non- Statutory Cover containing the following documents as laid down in their respective clauses mentioned herein with:

- i) Credential documents related to supply of materials of similar nature.
- ii) Documents related to Audited Profit & Loss A/c portion (Annual Report) & IT Return (last three years, Balance Sheet – last three years) as per respective clause(s).
- iii) Incorporation Certificate, Company details, Power of Attorney, declaration, authorization.

THE ABOVE STATED STATUTORY/ NON STATUTORY (TECHNICAL DOCUMENTS) SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the My Document list and then click the tab “Submit Non Statutory Documents” to send the selected documents to Non Statutory folder.


Next Click the tab “Click to Encrypt and upload” and then click the “Technical” folder to upload the Technical Documents.

| Sl. No. | Category Name | Sub - Category | Details(s) |
|---------|----------------|----------------|---|
| A | Certificate(s) | Certificate(s) | PAN, GSTIN with Latest Return, Manufacturing/Marketing License, for manufacturing / marketing of Carbendazim 12% + Mancozeb 63% WP in the State of West Bengal/ Uttar Dinajpur District, P. Tax Payment Certificate (PTPC) and Latest Challan i.e 2023-24. Audited Annual Report (Profit & Loss A/c) & IT Return for last three years, Balance Sheet for last three years, Production/Marketing Capacity and others. Valid Latest Trade license, Self declaration on a Non-judicial Stamp Paper of Rs. 10/-) as per |

| | | | |
|---|---------------------|---------------------|---|
| | | | Clause.13 of this NIT, Declaration by the bidder (Format attached) & Bank Solvency Certificate. |
| B | Company Detail(s) | Company Detail(s) | Proprietorship Firm (Trade Licence) Partnership Firm (Partnership Deed, Trade Licence), Limited Company (Incorporation Certificate, Trade licence). Society Registration Copy, Trade Licence). Power of Attorney. |
| C | Credential & others | Credential & others | Similar nature of work done & completion certificate which is applicable for eligibility in this tender. |

EVALUATION OF TENDER

1. Opening & Evaluation of tender: If any bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
2. Technical Proposals will be opened by the Deputy Director of Agriculture (Administration), Uttar Dinajpur, and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
3. Intending Tenderers/Bidders may remain present at the time of opening of Tender.
4. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in Statutory Documents the tender will be summarily rejected.
5. Decrypted (transformed into readable formats) documents of the statutory and Non-Statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
6. During evaluation the committee may summon the tenderers & seek clarification / information or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
7. A tenderer's bid will be outrightly rejected with a forfeiture of his earnest money if it comes to the notice of the Tender Inviting Authority on scrutiny that the credential or any other documents of a tenderer are manufactured/fabricated, etc. NIT authority reserves the right to accept or reject any or all the bidders without assigning any reason what so ever.
8. The Tender Inviting Authority may verify the original credential & other original documents of the lowest tenderer, if found necessary, before issuance of the Work/ Supply Order and the Work/ Supply Order will not be issued in favour of the tenderer if it is found on verification that such documents submitted by him is either manufactured or fabricated, etc.


27/6/23

FINANCIAL PROPOSAL

9. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantity (BOQ). The bidder is to quote the **item wise rate** online through computer in the space marked for quoting rate in the BOQ.

10. Only downloaded/scanned copies of the above documents are to be uploaded virus scanned & Digitally Signed by the bidder.

11. Financial capacity of a bidder will be judged on the basis of information furnished.

12. Penalty for suppression/distortion of facts: If any Tenderer/Bidder fails to produce the original hard copies of the documents on demand of the Tender Evaluation Committee within specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the Tenderer/Bidder and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

13. Rejection of bid: The Deputy Director of Agriculture (Administration) , Uttar Dinajpur reserves the right to accept or reject any bid and to cancel the bidding processes 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 ground for the Deputy Director of Agriculture (Administration) (Uttar Dinajpur)'s action.

14. Award of Contract:

- i) The bidder who have quoted lowest rate in respect of items mentioned in NIT and BOQ, Award of Contract will be given to him, provided he accepts in writing to execute the whole contract on the basis of item wise lowest (L1) quoted by him.
- ii) The bidder whose bid has been accepted will be notified by the Tender Inviting & Accepting Authority through Acceptance Letter/Letter of Acceptance.
- iii) Supply order will not be issued to the successful bidder if the laboratory test result declared "Sub-Standard"/ "Not Conforming to Specification" for the consignments by the Notified Laboratory of the State Govt. against sample drawn and submitted by the Inspector as per relevant rules.



**Deputy Director of Agriculture (Administration)
Uttar Dinajpur**

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UDBAGD 006**