



**Government of West Bengal**  
**Office of the Deputy Director of Agriculture(Admn)**  
**Birbhum**  
**Old Collectorate Building, Suri, Birbhum, PIN:- 731101**  
**Email:-[paobirbhum@gmail.com](mailto:paobirbhum@gmail.com)**

Memo No: 1296

Dated, Suri, the, 05<sup>th</sup> July, 2023

**NOTICE INVITING e-TENDER**

**TenderReference No: AGRI/BIR/DDA(ADMN)/ENIT-01/2023-24**

**Sub: Itemwise rate contract for procurement of under mentioned Plant Protection chemicals and Bio Pesticides under different schemes during the Financial Year, 2023 – 24 for Birbhum District**

Notice inviting e-Tender No.\_AGRI/BIR/DDA(ADMN)/ENIT-01/2023-24 Dated, 05<sup>th</sup> July, 2023 from the Deputy Director of Agriculture(Admn), Birbhum is given for procurement of under mentioned Plant Protection chemicals, & bio pesticides from the bonafide Manufacturers & Distributors only. They are requested to offer item wise rate for supply of the following items (inclusive of all taxes) as mentioned below upto the Block level of Birbhum district. The Cutoff date of supply will be within 15 days from the date of placement of supply order. The approx. tender value is Rs. 204 Lakh (Rupees Two Crore Four Lakh only) (Detailed description is mentioned in BOQ).

Sl No.	Name of the Item	Pack Size	Approx. Amount put to tender (Rs.)	Earnest Money Deposit@ 2% of Tender amount (Rs.)	Period of Completion from the date of issue of Supply Order
1.	Novaluron 5.25% + Emamectin Benzoate 0.9% SC	50 ml	21,00,000=00	42,000=00	15 days
2.	Novaluron 5.25% + Emamectin Benzoate 0.9% SC	100 ml	31,00,000=00	62,000=00	15 days
3.	Chlorantraniliprole 9.3% + lambda – Cyhalothrin 4.6% ZC	25 ml	29,00,000=00	58,000=00	15 days
4.	Tebuconazole 25.9% EC	100 ml	19,00,000=00	38,000=00	15 days
5.	Carbendazim 25% + Mancozeb 50% WS	50 grams	34,00,000=00	68,000=00	15 days
6.	Prochloraz 5.7% + Tebuconazole 1.4% FS	15 ml	2,50,000=00	5000=00	15 days
7.	Thiomethoxam 25% WG	100 grams	46,00,000=00	92,000=00	15 days
8.	Metalaxyl 8% + Mancozeb 64% WP	100 grams	5,50,000=00	11,000=00	15 days
9.	Neem Oil (Azadirachtin 10000 ppm)	100 ml	16,00,000=00	32,000=00	15 days
<b>Grand Total:-</b>			<b>2,04,00,000=00</b>	<b>4,08,000=00</b>	

**TERMS & CONDITIONS**

1. The responding Manufacturers / Distributors shall have adequate capacity to execute Supply Orders as would be placed by the DDA (Admn), Birbhum. They must ensure supply of all items mentioned timely and in good condition (properly sealed) in all the Blocks of the District of Birbhum. Prepositioning of the stock is to be made by the Manufacturers / Distributors in an authorized storage place / godown from where sample would be taken by the DDA (Admn), Birbhum or his representative (Insecticide Inspector) for quality analysis well in advance so that sufficient time to be made available for the test report.

2. In the event of e-filling, intending bidder may download the tender document from the website-<https://www.wbtenders.gov.in> directly with the help of Digital Signature Certificate.

3. Technical & Financial Bid are to be submitted concurrently duly digitally signed in the website-<https://www.wbtenders.gov.in>. Submission of Technical & Financial Bid will be done as per time schedule stated below. The Manufacturers / Distributors must put the item wise rate in the BOQs.

**Date and time Schedule (TIMING WILL BE MAINTAINED AS PER REALTIME CLOCK)**

Sl No.	Particulars	Date & Time
i)	Date of uploading of e-NIT Documents	06.07.2023
ii)	Starting Date of Downloading of Documents (online)	06.07.2023 from 2 PM
iii)	Last Date of Downloading of Documents (online)	26.07.2023 till 2 PM
iv)	Starting Date of Submission of Bid (online)	06.07.2023 from 2 PM
v)	Pre Bid Meeting	11.07.2023 at 11 AM
vi)	Last Date of Submission of Bid (online)	25.07.2023 till 2 PM
vii)	Opening Date of Technical Bid (online)	27.07.2023 at 2 PM
viii)	Time and Date of opening of Financial Bid	Will be declared after evaluation of Technical Bid.
ix)	Place of opening Bid	Office of the Deputy Director of Agriculture ( Admn), Birbhum.
x)	Officer inviting Bid	The Deputy Director of Agriculture (Admn), Birbhum.

4. The products offered must be in strict compliance to various provisions of "Insecticides Acts, 1968" & "Insecticide Rules, 1971" and as amended time to time thereof.

5. The plant protection chemicals & bio pesticides to be supplied should be in conformity with BIS as applicable and must have adequate self-life (at least 12 months validity period from the date of supply) to facilitate its use over a reasonable period of time.

6. Related information about the plant protection chemicals & bio pesticides should be printed on the body of the package/container preferably in local language.

7. The Manufacturers / Distributors participating in the bidding process must furnish address of the registered office, e-mail ID & person responsible with contact no. in letter head duly signed by the authorized signatory for communication with the Deputy Director of Agriculture (Admn), Birbhum (Declaration by the Bidder). All correspondence under the contract will be served / delivered by e-Mail to/from the Deputy Director of Agriculture (Admn), Birbhum, e-mail ID [paobirbhum@gmail.com](mailto:paobirbhum@gmail.com). All correspondences to be communicated from this e-mail will be treated as official.

8. The Manufacturer / Distributor of respective product/items can participate in the tender process.

9. The Manufacturer must possess and submit the following documents:

- Possess own technical (i.e. Active Ingredient) of the offered plant protection chemicals / bio pesticides. In support of claim manufacturers must submit valid Registration (CIB) either for manufacturing of technical (i.e. Active Ingredient) or Import of the same.
- Valid CIB registration for indigenous manufacture and manufacturing license of the formulation offered above.
- Valid Insecticides License for marketing of offered Plant Protection Chemicals & bio pesticides in the State of West Bengal.

10. Intended bidders should have experience in supplying the Plant Protection Chemicals / bio pesticides at least once within last 3(three) years in the Government/ Semi-Government/ Corporation all over State/District to the tune of not less than Rs. 10,00,000/- (Rupees Ten Lakh only) in a single order (Rs.1,00,000/- for Sl. No. 6 & 8) which

will be treated as financial credential and for which necessary work orders along with payment certificates should be submitted positively or must submit authenticated and acceptable reports & returns of business done in the State of West Bengal to the tune of One Crore (both physical & financial) in each of the last three years within the preceding 5 (Five) years.

**11.** The Manufacturer / Distributor must possess valid Insecticide License for marketing of offered PP chemicals & Bio Pesticides in the State of West Bengal / District.

**12.** The Manufacturer/Distributor should be capable of fulfilling delivery target to the Block level of this District within prescribed time limit as per instructions of Deputy Director of Agriculture (Admn), Birbhum time to time.

**13.** The each and every bidder participating in the bidding process must submit an affidavit (Notarized) on a Non-judicial Stamp Paper of Rs.10/-containing a self- declaration on "the bidder has not been convicted/blacklisted by the Govt. Organization/ Semi or Quasi Govt. Organization/ Corporation of GOI or any other State Govt. in the country during Five years". Suppression of such facts/ events happened during the period in question shall invite action as per Govt. Rule decided by the Deputy Director of Agriculture (Admn), Birbhum along with disqualification from the bidding process.

**14.** Copy of the audited Annual report (only P& L A/C portion) along with Income Tax Return File for last 3 (Three) years to substantiate financial capabilities should be produced.

**15.** Copy of valid License, valid trade License, valid Insecticide License of Marketing in West Bengal, PAN, GSTIN Registration Certificate, P. Tax Clearance Certificate(Last Three years).

**16.** The Earnest Money Deposit @ 2% of tendered amount (as mentioned in EMD page of e-tender will have to be submitted separately through online in the form of Net Banking or RTGS/NEFT as per e-procurement portal of the Govt. of West Bengal - <https://wbtenders.gov.in> in favour of the Deputy Director of Agriculture (Admn), Birbhum.

**17.** The TDS (IT, GST etc.) may be applicable as per provision of extant Rules and subsequent amendments thereof.

**19.** Arrangement under this invitation offer shall come into force with effect from the date of execution of "Agreement".

**20.** The "Agreement" shall remain effective upto 31<sup>st</sup> March, 2024 unless terminated prematurely by the Deputy Director of Agriculture (Admn), Birbhum at its discretion and satisfaction. The Deputy Director of Agriculture (Admn), Birbhum does not bind itself to adduce any reason for such extension /termination of the "Agreement" to any bidder but may intimate such reason if it is considered necessary / warranted by circumstances.

**21.** The EMD would be forfeited for supply of substandard materials or for non-compliance, violation or non-performance of any terms and conditions of the tender.

**22.** The successful bidder after acceptance of the rate communicated by the Deputy Director of Agriculture (Admn), Birbhum shall execute an agreement in the prescribed format covering all terms and conditions on a Non Judicial stamp Paper (purchased in the name of bidder at his own cost) of Rs.10/- and Dummy papers within 5(five) working days from the date of issue of the letter of acceptance.

**23.** Bid submitted by the bidder if not complying any of the Terms and Conditions above is liable to be summarily rejected.

**24.** No interest shall be claimed on EMD in any way.

25. Except as otherwise stated above the Deputy Director of Agriculture (Admn), Birbhum reserves rights to delist any successful bidder if fail to comply with the order satisfactorily or any licenses adjudged as essential criteria in this tender submitted by the bidder if cancelled by the State/ Central Enforcement agencies. The Deputy Director of Agriculture (Admn), Birbhum will also delist any successful bidder if its activities are found to pre judicial on verification through its own sources.

26. Any disputes, questions or difference or any interpretations arising out of or in connection with the terms & conditions of this tender if not settled / resolved amicably, then they shall be referred to a sole arbitrator who shall be appointed by the Department of Agriculture, Govt. of West Bengal in accordance and subject to provision of the Arbitration and Conciliation Act, 1996 or any other enactment or statutory modification thereof for the time being in force. The place of Arbitration shall be Kolkata and the language of arbitration shall be English. The award of the arbitrator shall be binding on both the parties.

27. When any dispute occurs and when any dispute is under arbitration, except for the matter under dispute, the parties shall continue to exercise their remaining respective rights and fulfill their remaining respective obligations as per the agreement based on terms & conditions of the tender.

28. The Deputy Director of Agriculture (Admn), Birbhum reserves the right to cancel the e-NIT due to unavoidable circumstances and no claim in this respect will be entertained.

  
Deputy Director of Agriculture (Admn)  
Birbhum

Memo No: 1296/1(9)

Dated, Suri, the, 05<sup>th</sup> July, 2023

Copy forwarded for information and taking 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. This has his ref memo no.50(22)/NFSM/22-23 Dated 07.07.2022.
- 3) The Special Secretary, Government of West Bengal, Department of Agriculture, Nabanna, 325, Sarat Chatterjee Road, Mandirtala, Shibpur, Howrah, West Bengal-711102.
- 4) The District Magistrate, Birbhum.
- 5) The Additional District Magistrate (Development), Birbhum.
- 6) The District Information & Cultural Officer, Birbhum.
- 7) The District Informatics Officer, NIC, Birbhum
- 8) The Deputy Director of Agriculture (WBP), Birbhum.
- 9) Office Notice Board.

  
Deputy Director of Agriculture (Admn)  
Birbhum

## Declaration by the Bidder

1. I/We have read and understood the NIT, Terms & Conditions as contained in this e-Tender No. AGRI/BIR/DDA(ADMN)/ENIT-01/2023-24 Dated, 05.07.2023 and I / We 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 not to be true and not factual at any point of time and the Deputy Director of Agriculture ( Admn), Birbhum reserves right to initiate actions as deemed fit.

Place :

Date :

(To be digitally signed by the Bidder)

**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 Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated above. DSC is given as a USB e-Token.

The bidders can search & download 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 to 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 herein with:**

**A. Technical Cover:-**

- i) e-Challans / Receipts from e-portal Earnest Money Deposit (EMD) as prescribed in the e-NIT in favour of the Deputy Director of Agriculture (Admn), Birbhum should be submitted separately.
- ii) Self-declaration as per Clause No.13, copy of report as per Clause. 14, IT Return (Last Three years) PAN, GSTIN Registration Certificate, P. Tax Clearance certificate (Last Three years) should accompany the application.
- iii) Copy of valid Trade License, Manufacturing License, Declaration by bidder.
- iv) Copy of up-to-date Professional Tax Clearance Certificate (Last Three years).
- v) Copy of valid Insecticide License for marketing of Plant protection Chemicals / Bio Pesticides in the State of West Bengal.
- 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 Quantities (BOQ) .  
Quoted rate will be encrypted in the BOQ under Financial Bid.

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

- i) Credential documents related to supply.
- ii) Documents related to Audited P&L A/c portion (Annual Report) & IT Return(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 Description	Details(s)
A	Certificate(s)	Certificate(s)	PAN, GSTIN Registration Certificate, Manufacturing License, Letter of Authorization of Fertilizer /License for marketing of Micro Nutrient in the State of West Bengal, P. Tax (Challan)(Last Three years), Valid Trade license, Self-declaration as per clause.13, declaration by the bidder.
B	Company Detail(s)	Organization Detail(s)	Proprietorship Firm (Trade License) Partnership Firm (Partnership Deed, Trade License) Ltd. Company. (Incorporation Certificate, Trade license). Society Registration Copy, Trade License). Power of Attorney.
C	Credential & others	Credential & others	Similar nature of work done & completion certificate which is applicable for eligibility in this tender. Audited Annual Report (P&L A/c) & IT Return (Last Three years), Production Capacity and others.

## **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. Opening of Technical Proposal:

Technical Proposals will be opened by the Deputy Director of Agriculture (Admn), Birbhum, and other members of the tender committee electronically from the website using their Digital Signature Certificate (DSC).

### 3. Intending Tenderers 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.

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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 tenderers bid will be out rightly rejected with a forfeiture of his earnest money if it comes to the notice of the Tender Inviting Authority 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.


#### **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 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 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 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 ( Admn ) , Birbhum 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 Deputy Director of Agriculture ( Admn), Birbhum action.

#### **14. Award of Contract:**

- i) The bidder who has quoted lowest rate in respect of items mentioned in NIT and BOQs, 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 who's bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/Letter of Acceptance.
- iii) Payment will not be made to the successful bidder if the laboratory test result declared "Sub-Standard"/ "Not according to specification" by the Notified Laboratory of the State Govt. against sample drawn and submitted by the Inspector as per relevant rules.

  
Deputy Director of Agriculture (Admn)  
Birbhum