



**Government of West Bengal**  
**Office of the Principal**  
**Darjeeling Government College**  
Darjeeling - 734 101, West Bengal, INDIA.

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Notice Inviting E-Tender (Two Bid)

NIT No. 01/DGC/PRINCIPAL/2018-19 dated: 21.07.2018

The Principal, Darjeeling Government College, Darjeeling, is going for e-Tender on behalf of the Higher Education Department, Government of West Bengal for obtaining the rate of equipment as per list from Manufacturer/Direct Importer/Authorized Distributors/Reputed Vendors. Necessary earnest money to be submitted for participation in the Tender is appended in the table below.

Sl no.	Name of the work	Estimated Cost	Earnest money (Rs)	Completion time
1	P.G.DEPT OF BOTANY QUOTATION	-----	5000/-	365 days
2	P.G.DEPT OF ZOOLOGY QUOTATION	-----	5000/-	365 days
3	DEPT OF CHEMISTRY QUOTATION	-----	5000/-	365 days
4	DEPT OF PHYSICS QUOTATION	-----	5000/-	365 days
5	DEPT OF MICROBIOLOGY QUOTATION	-----	5000/-	365 days
6	DEPT OF GEOGRAPHY QUOTATION	-----	5000/-	365 days
7	FURNITURE FOR COLLEGE	-----	5000/-	365 days
8	EQUIPMENTS FOR COLLEGE	-----	5000/-	365 days
9	BOOKS FOR COLLEGE LIBRARY	-----	5000/-	365 days

1. For e-filing, intending bidder may download the e-tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
2. Bid shall remain valid until March 31st, 2019
3. All the prices must be quoted in INR including GST as applicable for each items.
4. Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> within the closing date of online submission.

### **5.Submission of Tender:**

The tender is to be submitted in Two Bid System Online (Technical Bid or Bid A & Financial Bid or Bid B).

(A) Technical Bid OR Bid A:

(a). Statutory Cover Containing the following documents:

COVER “A”:

**File containing Technical Bid only - single file with multiple scanned pages containing Statutory and My documents separately.**

Technical specifications of Instrument in PDF format. Must mention Make, Model, exact features of the offered item against each point given in the specification chart). **Improper filling &/or suppression of facts/false statement will lead to disqualification and penalty in the form of permanent black listing.**

**MY DOCUMENTS** containing the following documents:

- 1) PAN Card of the authorized signatory
- 2) GST Registration certificate
- 3) Valid Trade License in the name of participating firm
- 4) P Tax Challan / Registration Certificate 2018-19
- 5) Income Tax Returns submitted for the last three Financial years
- 6) Credential- (The bidder should have experience of supplying similar type of items in Govt. College's) copy of work order or payment certificate should be uploaded

### **(B) Financial Bid OR Bid B**

COVER “B”:

Separate file containing financial document only.

(a) Financial Bid: BOQ in INR (in excel sheet)

The folder marked as “Financial Bid” shall contain ALL INCLUSIVE PRICE in INR only and should include base price along with the cost of allied works and services which are to be undertaken (like installation, delivery charges, etc. **The final price inclusive of GST should be quoted, too.** However, the L1 will be determined on base price plus admissible taxes only. GST quoted will be directly remitted to Government account as per existing norms of Finance Department.

The tenderers also required to submit the hard copies of Cover A preferably by speed post/ courier, to the office of the Principal, Darjeeling Government College, Darjeeling. Submission of hard copy of Cover A is for reference only while examining the technical bid on line and will not be treated as substitute for on line submission. **Submission of hard copy of Bid B is totally prohibited.**

In case of Chemicals the highest possible discounts on the updated (2018) Catalogue Price to be mentioned against the manufacturers mentioned in the Tender. In this case **GST and any other applicable tax should be quoted inclusive.**

#### **6. Evaluation of Tender:**

During tender evaluation process, “Bid A” will be opened first. Those tenderers who would qualify the Statutory & Non-Statutory requirements on the basis of technical and commercial documents will be identified and “Bid B” i.e. financial bid of only those qualified bidders will be opened. If found suitable on the basis of above pre-qualification, the tenderer quoting the lowest rate, will be considered as successful.

#### **7. Earnest Money:**

The earnest money of the tenderer is liable to be forfeited if the tenderer withdraws his tender as a whole or for any particular item or items at any stage after opening of the tender or fails/refuses to enter into written agreement for any or all of the items of his accepted bid within the time specified when requested to do so. **EMD should be deposited in Bank drafts in the name of Principal, Darjeeling Government College, Darjeeling payable at Darjeeling.**

#### **8. Order & Supply:**

The tendering authority has the liberty to ask for performance demonstration of any item during any stage of the tender process, before placing order for supply. In case of dissatisfaction, the authority will have the right to disapprove the offer of L1 bidder and go for the next bidder. The equipment is to be transported in such packaging so as to avoid damage to primary package of manufacturer. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier. **The tendering authority will be at liberty to enhance the quantity of the item tendered and the Bidder will have to consider the same while bidding as supply of the enhanced quantity will be mandatory as the original one.**

#### **9. Withdrawal /Cancellation & Purchase Policy of Tendering Authority:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled. The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed. Purchase will, however be made

following the existing purchase policy of the Govt. of West Bengal and its amendment(s) made from time to time.

**10. Payment Terms:**

Payment will be made electronically by Govt. of West Bengal approved system after execution of due supply and successful installation as ordered. On being selected, the successful vendors will have to submit one application to the Principal, Darjeeling Government College, Darjeeling stating the name of the payee/recipient, Bank account no with IFSC code of the payee/recipient for making e-payment. Payment will only be released after satisfactory installation and verification of following items-

1. Supplier's invoice in original
2. Challan and installation certificate
- 3 Any other thing of importance on the discretion of College Authorities

**11. Dates & Information:**

Date of uploading of N.I.T. Documents (online) from this end.	<b>21-07-2018 AT 10:00 hrs</b>
Documents download start date (Online)	<b>21-07-2018 AT 10:00 hrs</b>
Bid Submission starting (On line)	<b>21-07-2018 AT 10:00 hrs</b>
Bid Submission closing (On line)	<b>03-08-2018 AT 18:00 hrs</b>
Last Date of submission of original hard copies	<b>03-08-2018 upto 16:00 hrs</b>
Date & for opening of Technical Proposal (Online)	<b>06-08-2018 AT 10:00 hrs</b>
Date & for opening of Financial Proposal (Online)	<b>To be notified later</b>

Sd/-  
Principal,  
Darjeeling Government College,  
Darjeeling.