



KHARDAH MUNICIPALITY
B.T.ROAD, KHARDAH,
NORTH 24-PARGANAS, KOLKATA – 700 117

Notice Inviting e-Tender

NIT NO.: KDHM/15/CON/24-25

Date. – 28.08.2024

1. On behalf of the board of councilors, The Chairman, Khardah Municipality, invites e-Tender (electronic tender process), for supply at site of 2000 numbers (1000 Numbers Green & 1000 numbers Blue) of HDPE plastic Green and Blue colour Household Bins of 10 litre capacity each. for conservancy department of Khardah Municipality from interested, reputed and bonafied Suppliers /Manufacturers/Dealers having experience and acumen in such work as noted below in the eligibility as depicted here under for participating in the Bid.

Details of tender with necessary requirement towards submission/ download of Tender Papers will be available from website:- <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC).

2. Applicants willing to take part in the process of e-Tender will have to be enrolled & registered with the Government e-Procurement system; through logging on to <https://wbtenders.gov.in> using the option —Click here to Enroll. Possession of a Valid Class II Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the Quotation submission activities through this web site. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://wbtenders.gov.in>
3. Intending Quotationer/ Suppliers can search and download NI e-T and other Quotation documents electronically by logging on to the website <https://wbtenders.gov.in>, using his Digital Signature Certificate (DSC). This is the mode of collection of Quotation documents electronically.
4. For participating in the Quotation, the Quotationer shall have to pay the Earnest Money as specified in this NIEB shall be paid by online Internet Bank transfer or NEFT or RTGS (as per GO No. 3975-F (Y) dated 28.07.2016 of Finance Deptt., Govt. of West Bengal. Every such transfer shall be done on or after the date of publish of NIEB. Any bid without such transfer of Earnest Money (Except exemption as per G.O.) shall be treated as informal & shall be automatically cancelled. Online transfers of Earnest Money receipt have to be uploaded as statutory document (Scanned Copy).
5. **Eligibility criteria for participation in Quotation:-**
 - i) Bonafied, reliable, resourceful and experience manufacturer / dealer / supplier who have successfully completed not less than 40% value of tender amount in similar nature of work/ Supply in a single contract within last 5(Five) years from the date of issuing of the NIT under any Govt./ Semi Govt./ under taking organization. Credential means completion certificate as well as payment certificate of a single contract.



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- ii) Manufacturers should have latest valid Trade License, Valid PAN no., Certificate of Provisional GST Registration/GST Registration Certificate with up to date challan, up to date Professional Tax Receipts, IT returns, Balance sheet of last three previous years.
- iii) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum.
- iv) The prospective bidder should not have been Black Listed from any Government organization / Statutory Body etc. During the last 3 (Three) years. (A declaration in the form of Affidavit in a non-judicial stamp paper of Rs. 100/- duly affirmed before a Notary Public/1st Class Magistrate should be submitted without which the Technical Bid shall be treated as non responsive). Please refer Annexure-A

DESCRIPTION OF WORK/MATERIAL, DATE & SCHEDULE

A. a)	Description of Material	:	Supply at site 2000 numbers of HDPE Plastic Green & Blue coloured Bins of 10 Litre capacity each for conservancy department of Khardah Municipality (1000 numbers of Green Coloured Household Bins of each having 10 litre capacity and 1000 numbers of Blue Coloured Household Bins of each having 10 litre capacity)
b)	Product Specification & Scope of work	:	<ol style="list-style-type: none">a. One Piece Moulded, Heavy Duty waste bin.b. Moulded from Food and Drug Administration (FDA) approved, special UV stabilized virgin grades of High Density Polyethylene (HDPE) material, manufactured from Injection Moulding Process.c. Absolutely smooth and sanitary, hygienic, chemical resistant, blended with stabilizers, Anti acidic, non toxic and free joints, welds or rims.d. Must be provided with moulded handle of same (HDPE) material, for ease of lifting and lid of same HDPE material.e. Lids should be firmly fixable on the bins. Deformed or damaged bins, lids & handle will not be accepted. Lid & bins should be transported separately to avoid the damage and deformation of lid.f. Round in shape without sharp corners to prevent sticking of garbage.g. Must be strong & durable.h. Moulded built in bottom grip for easy lifting.



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		<p>i. Should be CIPET quality compliant.</p> <p>Detailed Specification :</p> <p>a. Capacity 10 litres.</p> <p>b. Minimum Weight: 550 Gms. (min.) with handle and lid.</p> <p>c. Durability: Reusable, Washable , absolutely smooth and sanitary</p> <p>It may be noted that the Authority will randomly selected bidder to undertake CIPET test and any other allied quality test at the cost of the selected bidder with the certification being provided in the name of Khardah Municipality. Any quality failure shall results in rejections of the supplied bins, if any without the Authority being liable for any financial losses arising out of the same. Rejection of quality may also lead to cancellation of order placed. KHARDAHA MUNICIPALITY reserves the right to modify the order quantity by (+/-) 30%</p> <p>Emblem and Logo:</p> <p>a. The emblem of project, logo and name of the municipality should be affixed by multi colour sticker on the bins and Supplier should also paint messages along purpose to each as specified.</p> <p>b. Green colour Bins: “Compostable Waste” in Bengali, Hindi and English language. Blue Colour Bins: “Non-compostable Waste” in Bengali, Hindi and English Language should also be affixed by Screen Print.</p> <p>c. The supplier will finalize the content of the message in discussion with KHARDAHA MUNICIPALITY and will provide two sample bins (one in green colour and one in blue colour) with the message and emblem of MISSION NIRMAL BANGLA (U) within 4 days from the issues work / supply order.</p> <p>d. The supplier shall provide sample of bins as per specification free of cost to KHARDAHA MUNICIPALITY for approval before production.</p>
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c)	Eligibility to participate in the Bid	:	<p>a.) experience manufacturer / dealer / supplier who have successfully completed not less than 40% value of tender amount in similar nature of work in a single contract within last 5(Five) years from the date of issuing of the NIT under any Govt./ Semi Govt./ under taking organization. Credential means completion certificate as well as payment certificate of a single contract.</p> <p>b.) Manufacturers should have Valid Trade License, Valid PAN no., Certificate of Provisional GST Registration/GST Registration Certificate with up to date challan, up to date Professional Tax Receipts, IT returns, Audited Balance sheet of last three previous years.</p> <p>c.) The partnership firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum.</p> <p>d.) The prospective bidder should not have been Black Listed from any Government organization / Statutory Body etc. During the last 3 (Three) years. (A self-declaration in this respect has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non responsive). Please refer Annexure-A</p>
d)	Name & Address of the Engineer-in-Charge	:	Assistant Engineer, Khardah Municipality
e)	Tender Fees	:	Rs. 600.00 (Rupees Six Hundred Only)
f)	Documents require to be submitted along with Technical Bid		<p>i) Valid Trade License, Valid PAN No., Certificate of Provisional GST Registration/GST Registration Certificate with up to date challan, up to date Professional Tax Receipt & Income Tax Return (last 3 FY). Audited Balance sheet for last three previous years</p> <p>ii) Organizational Structure, Annual Report and audited Balance Sheet of last 3 financial</p>



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			years.
			iii) Previous Experience Certificate / Credential Certificate
g)	Earnest money:-	:	2% of quoted rate. Initial earnest money will be Rs. 2000.00 shall accompany with Bid Proposal through Net Banking or RTGS/NEFT balance Earnest Money Deposit beyond Rs.2000.00 (if any to fulfil 2% of amount offered) shall be deposited at the time of agreement
h)	Time of completion of work/Supply	:	45 Days from the date of agreement.
B:-	Date and Time Schedule as follows :		
i)	Date of uploading of e-NIT, and Tender Documents online (Publishing Date)		29.08.2024 at 12.00 PM
ii)	Document downloaded / sale start date (on line)		29.08.2024 from 12.00 PM
iii)	Quotation submission start date (on line)		29.08.2024 from 12.00 PM
iv)	Quotation submission closing date (on line)		06.09.2024 till 3.00 PM
v)	Quotation opening date for Technical proposals (on line)	:	09.09.2024 at 3.30 pm
vi)	Date of uploading list for Technically Qualified Quotationer (on line)	:	To be notified later on.
vii)	Date and place for opening of Financial proposals (on line)	:	To be notified later on.
viii)	Authority who recommend the Pre-qualification of Quotationer	:	Tender will be checked for Pre-Qualification mentioned in point 'A (c)' of this table by the Assistant Engineer, Khardah Municipality.
ix)	Approximate quantity of Supply	:	2000 Nos. (1000 Numbers Green & 1000 numbers Blue)



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x)	Supply order issuing authority	:	The Chairman, Khardah Municipality
xi)	Authority who will receive the material and make payment of supplied material.	:	The Chairman, Khardah Municipality

6. Submission of Quotations :

6.1 General process of submission

Tenders are to be submitted online through the website, in two folders, at a time for each work, one is for Technical Proposal and the other is Financial Proposal, before the prescribed date and time mentioned in Table-1. Using the Digital Signature Certificate (DSC), the documents are to be uploaded virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

a. Statutory Technical folder containing,

- i) Application in letter headed pad duly signed in. Letter head should contain full address, telephone no. mobile no. & FAX, e-mail.
- ii) Scanned copy of Online Banking/NEFT, RTGS details towards Earnest Money Deposit (EMD) as prescribed in the NIT against each serial of work if applicable, against in favour of the Chairman, Khardah Municipality.
- iii) Notice Inviting e-Quotation.
- iv) B O Q /Price Schedule

Note:

- i. Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii. If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
- iii. Tenders will be summarily rejected if any item in the statutory cover is missing.

b. Non-Statutory Technical cover containing,

- i. Upto date Professional Tax (PT) Clearance receipts, PAN Card & Income Tax Return receipts valid up to the date of opening of the tenders. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.
- ii. Certificate of Provisional GST Registration/GST Registration Certificate with up to date challan
- iii. Balance Sheet of last 3 years.
- iv. Completion Certificate.



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THE ABOVE STATED NON-STATUTORY TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the —My Documents 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
A.	CERTIFICATES	CERTIFICATES (ALL CERTIFICATE SHOULD BE UP TO DATE)	1. Certificate of Provisional GST Registration/GST Registration Certificate with up to date challan 2. PAN Card 3. P Tax (CHALLN) up to date 4. Income Tax Return receipts 5. Pre Qualification Application (Form I)
B.	COMPANY DETAILS	COMPANY DETAILS	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. LTD. Company (Registration Certificate, Trade License) 4. Co-Operative Society (Society Registration Certificate) Bye Laws, up to date Audited Balance Sheet. 5. Power of Attorney (Registered)
C.	CREDENTIAL	Credential	1. Completion Certificate for Similar Nature of Work/supply Done

NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL RENDER THE QUOTATION LIABLE TO REJECT.

9. Financial Proposal

- i) Financial proposal should contain the following documents in one folder i.e. Bill of quantities - (BOQ) the Quotationer is to quote the rate (for individual item separately) online.



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ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

iii) Quoted rate should be inclusive of all taxes and all other charges.

10. Penalty for suppression / distortion of facts :

If any Tenderer fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Tender Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the Quotationer will be suspended from participating in the tenders on e-Tender platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairman, Khardah Municipality may take appropriate legal action against such defaulting Quotationer. The authority may ask to show hard copies of all certificates, company details, partnership deeds etc. etc. as uploaded by the Quotationer and allied papers in connection with this tender as and when necessary for verification purpose as per convenience of the authority during processing of this tender.

11. Rejection of Tender

The Tender Inviting authority receives the right to accept or reject any Tender and to cancel the Tender process and reject all Tenders at any time prior to the award of contract without thereby incurring any liability to the affected Tenderer or any obligation to inform the affected Tenders of the ground for Tender Inviting authority's action.


Chairman,

Khardah Municipality

Chairman
Khardah Municipality



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Other Important Terms & Conditions :-

- A) The materials are to be supplied in accordance with the procurement programme of the Khardah Municipality who would issue the supply order as per the terms and conditions as laid down hereunder and the payment will be made by them as per the actual materials supplied with entire satisfaction of those authorities.
- B) Supply order shall be issued by the Chairman, Khardah Municipality.
- C) If the agency fails to supply the materials as per the demand placed by the municipality, penal action in the form of forfeiture of earnest money, as decided by the authority, will be imposed on the agency and the decision of the authority will be conclusive and binding. In case of failure of numbers of HDPE Plastic Green & Blue coloured Bins (Approved Quality), the Chairman, Khardah Municipality shall be empowered to invoke the Earnest Money deposited in favour of him.
- D) Regarding Tenders for Technical & financial The Decision inviting Authority of Khardah Municipality shall be final & binding on the applicants in this regard.
- E) The materials are of the best description and in strict accordance with the specification, and the Supplier shall receive payment for such materials only as are approved and passed by Mayor / Chairman of Municipal Corporation / Municipality.
- F) The authority reserves the right to accept or reject any or all offer without assigning any reason.

Chairman
Khardah Municipality

Chairman
Khardah Municipality



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Declaration by the firm

ANNEXUTRE- A

- a) That all the documents submitted by me/our/M/S are authentic.
- b) That I/We/M/S Have not been/Debarred/Delisted/Blacklisted / Disallowed by any Govt. Deptt. / Gov. Undertaking/ Statutory Body/ Municipality/ Municipal Corporation and of the like Govt. Bodies in HDPE Plastic coloured Bins supply tender in India as on date of submission of Tender.



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FORM – I
SECTION – B
PRE-QUALIFICATION APPLICATION

To
The Chairman
Khardah Municipality,
Khardah, North24P.G.S

Name of Work:

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.....

E- tender notice no:

S I. No:..... Dear Sir, Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalfof in the capacityduly authorized to submit the order. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith. We are interested in bidding for the work(s) given in Enclosure to this letter. We understand that: 1) Tender Inviting & Accepting Authority can amend the scope & value of the contract bid under this project. 2) Tender Inviting & Accepting Authority reserve the right to accept full or part of the tender or reject any/or all tender(s) and/or negotiate by way of revised and/or improved offer from all the tenderers for the concerned job. Also the Authority of Khardah Municipality reserves the right to withdraw full or part of the tender without assigning any reason whatsoever.

- Enclosure(s): e-Filling -
1) Statutory Documents.
2) Non Statutory Documents.

Date :
Tender

Seal and Signature of the


Chairman
Khardah Municipality

Chairman
Khardah Municipality