

Government of West Bengal
Directorate of Textiles
(Handloom, Spinning Mills, Silk Weaving
& Handloom Based Handicrafts Division)
Office of the Development officer (Handloom)
Berhampore, Murshidabad
District : Murshidabad
Phone No 03482250767,
Email id: hdoberhampore@gmail.com

NIT No.: MSMET/DO(H)BER/NIT01(e)/17-18

Dated: 11-01-2018

Expression of interests are invited on behalf of the undersigned under Murshidabad District from the manufacturers only for supply of complete set of handlooms (Pit Looms) and various accessories suitable for silk handloom weaving to the individual handloom weavers under the Development officer (Handloom), Berhampore, Directorate of Textiles (Handlooms, etc), Department of Micro, Small, Medium Enterprises & Textiles, Govt. of West Bengal, District : Murshidabad.

The EOis should be submitted within stipulated date and time.

Detailed e-Tender notice and corrigendum, if any, will be available in official website: <http://wbtenders.gov.in> from 11/01/2018 at 10.00 AM

Bid submission end date: 03-02-2018 up to 05.00 PM

Development officer (Handloom), Berhampore

DETAILS OF THE WORK

Sl.No.	Name of the work	Estimated Amount	Earnest Money @ 2%	Security deposit @ 10 %	Time allowed for work
<u>1</u>	Supply Pit Looms and Accessories to the Silk Handloom Weaver under different Blocks of Murshidabad District	Rs.4,56,00,000/- (Excluding GST)	Rs.9,12,000/-	Rs.45,60,000/-	60 days

1. Background

The handloom sector is the second largest employer in West Bengal. This sector is unorganised and dispersed. There is absence of market intelligence, poor exposure to new technologies, product diversification, stiff competition with mechanized sector, inadequate infrastructure & common facilities, lack of adequate working capital etc. The Govt. of West Bengal in Department of Micro , Small , Medium Enterprises & Textiles is taking up up-gradation of handlooms/ supply of different handlooms with a view to enhance weavers' output/productivity and quality of the products, leading to an increase in income of the weavers. Accordingly, it has been decided to invite technical and financial bids on the basis of scope of work and eligibility criteria.

2. Scope of Work

- a) To supply specified quality of different types of new handloom/accessories to applicants (weavers) as per the specifications mentioned in the supply order. The item/s will be collected by the weavers from the different Handloom Cluster / Blocks under different Blocks of Murshidabad at their door steps as may be decided by the Development Officer (Handloom) ,Berhampore.
- b) Installation of loom & accessories shall be the responsibility of supplier at the site of weaver.

Handlooms/Accessories Specifications

- The looms/accessories supplied should be of good quality and comply with the parts specifications and quality norms as attached in Annexure - I.
- A sample of item shall be submitted as per specifications to the D.O (H) concerned.
- Supplier needs to stamp/emboss/engrave all loom parts supplied by him with a unique code for identification. Quality of item will be checked by weaver at the time of taking delivery and has to fulfil the weavers' satisfaction.
- Any deviations found from approved quality of the items during course of implementation will result in debarring of the selected along with suitable penalty as may be decided by the competent authority.
- All items should carry a warranty of one year against any manufacturing defects from date of supply.

3. Eligibility Criteria for submission of EoI

- a) The intending bidder should be a registered entity with the GST No. from the State/ Central Government.
- b) The manufacturing agency should have minimum three years experience of manufacturing handlooms parts etc.
- c) The intending bidder shall have credential for supplying the quoted materials having at least 50% of the quoted values in a single order in similar nature of supply during the last three years. Credential means supply order with completion certificate or supply order with final payment certificate. Only completion certificate or payment certificates will not be considered as credential.

d) The quoted materials shall have 1st certification and or certification of competent authorities in case of imported goods.

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e) The bidder has to submit audited (By Chattered Firm) annual accounts for last three years.
f) The average annual turnover during last three financial years shall be 100% of the quoted value

g) Copy of PAN Card,P.Tax Challan for the year 2017-18 and GST Registration Certificate along with the copy of last GST Return should be uploaded with Technical Bid.

h) The tender inviting authority reserves the right to accept or reject the tender at any level without showing any cause/reason.

i) Original document of the turnover should be submitted as & when asked for.

j) IT return for the Financial Year 2015-16, Financial Year 2016-17 & Financial Year 2017-18 should be uploaded.

INVITATION OF BIDS

1.1 The Development Officer (Handloom),Berhampore invites Technical and Financial Bids from eligible Manufacturer through e-tendering for supply and installation of new handlooms (Pit Loom) and accessories in accordance with conditions and manner prescribed in this bid document.

1.2 Bidders are advised to examine this bid document carefully before submitting their bids in response to the Notice Inviting Tender. Submission of bid in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

1.3 For e-filing, intending bidder will have to download the tender documents, terms and conditions etc. from the website <http://wbtenders.gov.in>

1.4 Bidders should have Digital Signature Certificate (DSC) to participate in the bidding process. Bidders who have no DSC may apply for it for online e-tendering in the prescribed form for centralized e-tendering at the website [<http://nicca.nic.in>] or may contact NIC office.

1.5 The Technical Bid and the Financial Bid should be submitted as per the bid submission timeline.

1.6 The bidders or their official representatives are invited to attend a pre-bid meeting as mentioned below . Please note that non-attendance at the pre-bid meeting will not be the cause of this qualification of the bidders.

2.1 IMPORTANT DATES AND INFORMATION

Sl. No.	Particulars	Date and time
1	Publishing of Tender date of up load of NIT document(online)	11-01-2018 at 10:00 AM
2	Documents download Start date (on line)	11-01-2018 at 10:00 AM
3	Bid submission start date (On line)	11-01-2018 at 11:00 AM
4	Documents download end date (on line)	03-02-2018 at 05:00 PM
5	Bid submission end date (On line)	03-02-2018 at 05:00 PM
6	Last date of physical submission of original documents and samples	05-02-2018 within 04:00 PM
7	Technical bid opening (On line)	06-02-2018 at 12:30 PM
8	Date for uploading list for Technically Qualified Bidders (On line)	To be notified later
9	Financial Bid opening (On line)	To be notified later
10	Date of uploading list of bidders along with their rates (on line)	To be notified later
11	Place of Bid opening	Office of the Development Officer (Handloom), Berhampore. 33, Santikanan, Station Road, PO: Berhampore, Dist.: Murshidabad, W.B.

2.2 Development Officer (Handloom), Berhampore reserves the right to change the above schedule in case of any exigencies. No objection raised by any Bidder in this respect will be entertained.

2.3 Development Officer (Handloom),Berhampore reserves the right to cancel the Tender/ apart of the tender due to unavoidable circumstances and no claim in this respect will be entertained.

2.4 All communications related to this Notice Inviting Tender shall be addressed to:

Development Officer (Handloom),Berhampore,
Directorate of Textiles
(Handloom, Spinning Mills, Silk Weaving
& Handloom Based Handicrafts Division)
Address: 33, Santikanan, Station Road,
PO: Berhampore,Dist.: Murshidabad,W.B.
Phone Number: 03482-250767
E-mail: hdoberhampore@gmail.com

Section I. Instructions to Bidders (ITB)

1: GENERAL

1.1. Scope of Bid

The Development Officer (Handloom) Berhampore, Murshidabad under the Directorate of Textiles, (Handloom, Spinning Mills, Silk Weaving & Handloom Based Handicrafts Division) , Govt. of West Bengal hereinafter referred to as 'Purchaser' issues these Bidding Documents for the supply of Goods and Related Services incidental thereto as specified in Section II, Schedule of Requirements based on the technical specifications mentioned under Section III, Technical Specifications.

2: CONTENTS OF DOCUMENTS

2.1: Contents of Documents

The documents consist of the Sections indicated below:

- Section I. Instructions to Bidders (ITB)
- Section II. Schedule of Requirements
- Section III. Technical Specifications
- Section IV. Bid submission Forms

3: PREPARATION OF BIDS

3.1. Credentials and Pre-qualifications of the Bidder

- a. The responding Bidder should be registered under relevant statutes of India.
- b. Bidder or in case of any partnership firm, any one of the partners should not be insolvent, bankrupt or being wound up, their affairs are not being administered by the Court or a judicial officer, their business activities have not been suspended and should not be the subject of legal proceedings.
- c. The bidder shall have credential for supplying the quoted materials having at least 50% of the quoted .Values in a single order in similar nature of supply during last three years. Credential means supply order with completion certificate or supply order with final payment certificate. Only completion certificate or payment certificates will not be considered as credential.
- d. The average annual turnover during last three financial years shall be 100% of the quoted value
- e. The bidder should have in its name PAN (Permanent Account Number) with Income Tax authority in India.
- f. The bidder should have in its name GST Registration in India.
- g. The Bidder should have experience of manufacturing & supplies of the tendered item in any Central / State Government/Handloom Cluster/ PSU Organization in India.
- h. The bidder should not have been blacklisted by any Central / State Government / Public Sector Undertaking. An undertaking in this regard should be submitted by the bidder; otherwise the bid shall be summarily rejected.
- i. The bidders must have go down with adequate space for keeping the goods before delivery. The purchaser along with a team will inspect go down meant for keeping the goods before award of contract.
- j. All bidder(s) outside the State of West Bengal must have Office / manufacturing unit and go down in West Bengal.
- k. The Bidder should be recognized and having technical competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience, reputation and the personnel to perform the works contract.

3.2. Tender Pre-Requisites

Payment procedure of EMD:

a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway:

- (i) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- (ii) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- (iii) Bidder will receive a confirmation message regarding success/failure of the transaction.
- (iv) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government/ PSU/ Autonomous Body/ local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank.
- (v) If the transaction is failure, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT:

- (i) On selection of RTGS/ NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/ NEFT transaction.
- (ii) The bidder will print the challan and use the pre-filled information to make RTGS/ NEFT payment using his Bank account.
- (iii) Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/ RTGS process to complete, in order to verify the payment made and continue the bidding process.
- (iv) If verification is successful, the fund will get credited to the respective Pooling account of the State Government/ PSU/ Autonomous Body/ Local Body/ PRIs, etc maintained with the Focal Point Branch of ICICI Bank.
- (v) Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- (vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

4: SUBMISSION OF BIDS

4.1. General process of submission

- a. For e-Filling, intending bidder may download the tender document from the website: <http://wbtenders.gov.in> directly by the help of Digital Signature Certificate.
- b. Technical Bid and Financial Bid both shall be submitted online concurrently duly digitally signed in the Website [https:// wbtenders.gov.in](https://wbtenders.gov.in) as per time schedule.
- c. The documents submitted by the bidders should be properly indexed and self-attested with seal.

- d. Bids are to be submitted through online in two folders - one in Technical Bid and the other is Financial Bid before the prescribed date and 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). No hard copy of Bids will be accepted.

4.2. Technical Bid

The Technical Bid should contain signed and scanned copies of the following in two covers (folders).

A. Statutory Cover containing the following documents:

1. Notice Inviting Tender (NIT)
2. Demand Draft towards EMD as prescribed in the NIT
3. Undertaking for not Barred / Delisted / Black Listed
4. Form TECH-1: Bid Submission Form
5. Form TECH-2: Bidder Information Form
6. Form TECH-3: Performance Statement (for a period of last five years)
7. Form TECH-4: Production Capacity and go down space

B. Cover containing Other Important Documents (Non-Statutory Cover)

1. Documents regarding claim of exemption from depositing Earnest Money, if applicable.
2. Documents regarding claim of availing price preference, if applicable.
3. Self-attested copy of Trade License certificate by the intending Bidder.
4. Authenticated copy of Partnership deed in case of Partnership Firm.
5. Self-attested copy of GST registration certificate by the intending Bidder.
6. Self-attested copy of Income Tax PAN Number by the intending Bidder.
7. Self-attested copy of documents regarding payment of Sales Tax, Income Tax, Professional Tax, and Excise Duty (if applicable) of latest financial year by the intending Bidder.
8. Copy of Audited (by C.A.Firm),P/L Accounts, Balance Sheet for last 3 years, Copy of Bankers certificate and Annual Turnover
9. Power of Attorney (For Partnership Firm/ Private Limited Company)
- 10.Registration Certificate under Company Act (if applicable)
- 11.SSI registration certificate(if applicable)
12. Attested copy of latest license for manufacturing ISI marked finished product, Raw / Basic Material and Component Parts to Manufacture/ Fabricate quoted items (if applicable).

Note : Failure to submit any of the above mentioned documents(whichever is applicable) as stated in A. and B. above will render the bid liable to be summarily rejected for both statutory and non statutory cover.

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
1	Certificates	Certificates	1. GST Registration. 2. PAN, IT return of latest financial year 3. P. TAX (Challan) 4. BIS License of manufacturer (if applicable)
2	Company Details	Company Details-I	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. Society Registration Copy 4. Power of attorney etc. 5. Registration Certificate under Company Act 6. SSI registration (if applicable)
3	Financial		1. Audited Balance Sheet & P&L accounts for last 3 years 2. Annual Turnover and Bankers certificate 3. Document regarding claim of exemption from earnest money, if any 4. Documents regarding claim of availing price preference, if any
4	Additional Information		1. Documents regarding Central Excise Duty(if applicable) 2. Copy of latest license for manufacturing ISI marked finished product, Raw / Basic Material and Component Parts to Manufacture/ Fabricate quoted items (if applicable). 4. Brochure / printed leaflet / Technical Write-up

4.3. Financial Bid

- a. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The bidder is to quote the rate (final destination basis inclusive of all demands) online in the space marked for quoting rate in the BOQ.
- b. Only downloaded copies of the above documents are to be uploaded virus scanned and Digitally Signed by the bidder.
- c. The bidder shall quote only in Indian Rupees.
- d. Only one rate should be quoted for only one item / specification to be purchased. Rate should be quoted inclusive of all incidental charges including delivery to the different places as mentioned in NIT, installation, commissioning, attachment, cabling, accessories, loading, unloading, insurance, etc. if any

- e. Rates quoted which are not as per specification mentioned in the Tender will not be accepted.
- f. Abnormally low rate of any item(s) quoted by the bidder in the offer with some mala fide intention will not be accepted, if detected.
- g. Under no circumstances enhancement of rate whatsoever will be accepted after closing of online bid submission, whatever be the reasons given thereafter.
- h. The Purchaser does not guarantee purchase of all the items and / or quantity mentioned in the NIT. Hence, rate should be quoted accordingly by the bidder.
- i. Hypothetical and conditional rate will not be entertained by the Purchaser.

4.4. Sample of goods / literature

- a. One set of sample of all the items to be supplied along with literature of the offered items must be deposited in the office of the Development Officer,(Handloom),Berhampore along with EMD before the scheduled date and time for submission of online bid. The sample / literature to be produced will be part of evaluation of technical bid.
- b. In case, Sample / Literature if approved, one set of such Sample / Literature shall have to be kept in the office of the Development Officer, (Handloom),Berhampore , Murshidabad during the tenure of tender. Supply should be made according to the approved Sample / Literature. Only valid Bidder's sample will be examined.
- c. Unapproved sample(s) will have to be taken back by the Bidder within one month from the date of submission of sample. The Purchaser will not take any responsibility / liability for any loss / damage for the unapproved samples beyond that period.
- d. Inspection of materials may be undertaken at the supplier's premises whenever necessary by the Purchaser / any officer authorized by the Purchaser.
- e. In the event of non-submission of sample/literature, it will be treated unwillingness / inability to supply and such tender will not be considered.

4.5. Deadline for Submission of Bids

- a. Bids must be submitted by the Bidder not later than the date and time as specified set out in 'Invitation of Bid'.
- b. In the event of delay / non-availability / garbled printout / inconvenience in getting access to the website for downloading tender documents, the Purchaser will not be held responsible.

4.6. Bid Validity

- a. Bid shall remain valid for a period not less than **360 (three hundred sixty) days** from the last date of submission of Financial Bid. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- b. No escalation and/ or price adjustment will be allowed under any circumstances. The agreement signed with the successful bidder/s may be extended up to six (06) months on the same terms and conditions and by mutual consent between the bidder and the purchaser.

- c. Any addendum / corrigendum / Extension of validity period will be notified at www.webtenders.gov.in and in the at website www.westbengalhandloom.org.

5: OPENING AND EVALUATION OF BIDS

5.1. Opening and evaluation of Technical Bid

- i. Technical bids will be opened by the Tender Committee on the scheduled date and time as mentioned in this notice. Intending bidders may remain present, if they so desire.
- ii. Cover (folder) statutory documents would be opened first and if found in order and correct, cover (Folder) for non-statutory documents will be opened. If there is any deficiency in the statutory and / or non-statutory documents the bid will summarily be rejected.
- iii. The decision of the Tender Committee constituted for this purpose will be final and binding on all concerned and no challenge against such decision will be entertained.
- iv. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded and handed over to the Tender Committee.
- v. Uploading of summary list of technically qualified bidders.
NB: During evaluation, the Purchaser may summon the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their bids will be liable for rejection.

5.2. Opening and evaluation of Financial Bid

- i. Financial proposals of bidders declared technically eligible by the Tender Committee will be opened electronically from the web portal on the prescribed date and time.
- ii. The encrypted copies will be decrypted and the rates will be read out to the bidders remaining present at that time.
- iii. The Bidder, who's Bid has been accepted, will be notified by the Purchaser through acceptance letter / Letter of Acceptance. The Letter of Acceptance will constitute the formation of the Agreement.
- iv. The Agreement will incorporate all necessary documents e.g. NIT, all corrigendum, special terms and conditions, specification of works, different filled up forms, BOQ. and the same will be constituted between the Purchaser and the successful Bidder.

***6: AWARD OF CONTRACT**

6.1. Execution of Agreement

- a. Successful Bidder shall have to execute an agreement with the Purchaser within 15(fifteen) days from the date of communication with issue of contract award after depositing an amount equivalent to 5% value of the order as performance security in the shape of Demand Draft only on any Nationalized Bank / Foreign Bank approved by the Reserve Bank of India in favour of the Development Officer (Handloom),Berhampore or by performance bank guarantee and 10% will be deducted from the progressive bills, so as to retain 12% of the ordered value as security for performance.

- b. Performance security Money will be refunded after 6 months of satisfactory completion of the work. No proportionate refund of security money will be allowed if the supplied quantity falls below the ordered quantity.
- c. The Purchaser will enter into agreement with the Supplier prior to expiration of the bid validity period whose rate has been determined to be substantially responsive and who has offered the lowest price. The quantity may considerably vary based on actual requirement.
- d. The Purchaser may distribute the work amongst the responsive bidders ,if considered necessary. The Purchaser also reserves the right to waive any minor deviation or omission.
- e. *In case of tie amongst responsive bidders offering same rate for the item(s), the Purchaser reserves the right to distribute the related item(s) amongst those bidders based on their performance and capacity.
- f. *Failure to execute the agreement within the stipulated timeframe may lead to forfeiture of the earnest money and annulment of tender.

6.2. Supply and Delivery

- a. The Supplier must follow existing rules and regulations for procurement of timber required for making handlooms and accessories. The Purchaser will not be responsible in any way for any issue associated with the procurement of timber by the Supplier.
- b. The work to be completed strictly as per given schedule printed in the schedule of requirement. The schedule may be revised (increased/decreased/temporarily postponed) by the Purchaser, depending upon requirement.
- c. All the handlooms to be procured should be engraved by "DEPT. OF MSME & T", Govt. of WB.
- d. The ordered item must be packed suitably to avoid any transit loss and weathering to maintain quality. The supply must conform to the given technical specification in tender.
- e. Supply of goods must be commenced within specified time frame from the date of placement of formal order or the date as indicated in the order.
- f. Supply will normally be accepted on all working days between 10 am and 4 pm. Successful bidder must provide the requisite number of labour to store / install the materials in the respective store / places as will be indicated without any additional charges. No supply will be accepted on Saturday, Sunday and Government Holidays unless otherwise desired by the Purchaser.
- g. It is obligatory for the bidder to note that failure to maintain delivery schedule for supply of ordered item will lead to severe dislocation in carrying out public service for which successful bidder will be held responsible and action will be taken strictly as per tender rules laid down herein without any prejudice.
- h. Replacement of supply against any rejected consignment must be made positively within given time frame from the date of intimation, failing which action will be taken as per tender rule.

- i. At least one year onsite warranty of the supplied items is required. This may be relaxed, if OEM offers different type of warranty. Warranty card have to be given at the time of supply to the recipient. Rate of AMC should be mentioned wherever applicable.
- j. The supplier should have their own service support in the district headquarters and must respond to any call within one day.
- k. On demand, the bidder will have to inform the details of service support network in due course.

6.3. Inspection for Quality Checking

- a. Random samples of looms and accessories of each lot will be drawn by the Purchaser or a team to be constituted by the competent authority s for testing purpose. In case of any deviations found in quality parameters, entire materials will be rejected and returned to the Supplier at his own cost and risk.
- b. The Purchaser or his authorized representative/ or a team to be constituted by the competent authority shall have the right to visit the work site at any stage of manufacturing of the quoted items.
- c. Post-delivery inspection may be conducted by the Purchaser or a team to be constituted by the competent authority sas well as by third party inspection team within the security period (normally Six month from the date of receiving the materials by the store).

7: TERMS OF PAYMENT

- a. Any request for advance payment will not be entertained.
- b. Tax Invoice against all supplies is/are to be sent in TRIPLICATE and should invariably be submitted along with receipted challan duly signed with office seal.
- c. Payment shall be made after delivery and installation of goods satisfactorily in all respect. However, no interest shall be paid to the firm, if the payment is delayed due to whatsoever reasons. In no circumstances, delivery schedule should be affected and/ or linked with the payment of outstanding bills. The payment of bills shall be withheld in case of violation of any tender terms and conditions.
- d. Considering the volume of supply, payment may be released in instalments.
- e. Income tax, GST and other taxes as applicable will be deducted from all bills of the supplier in accordance with the relevant section of the prevailing rules.

8: PENAL MEASURE

- a. The earnest money deposit furnished by a bidder will be liable to be forfeited, if the bidder withdraws tender at any stage during the tenure of tender or fails / refuses to enter into written agreement once the rate for any / all items(s) is / are accepted within the time specified when requested to do so by the Purchaser and / or refuses to deposit security money. Such bidders will also be liable to be blacklisted for 3 (three) years.

- b. The security money deposit furnished by a bidder is liable to be forfeited along with cancellation of supply order / agreement without prejudice in the event of failure / refusal to maintain the delivery schedule and/or non-observance of terms and conditions of tender and / or contracted specification and / or quality / quantity.
- c. The price, at which the bidder sells the products of identical description to any other Government Directorate, Organization etc. shall not exceed the quoted rate. If such incident of quoting higher rate comes to the notice, the authority reserves the right to initiate legal/penal action against such bidders.
- d. If Supplier fails to supply the required goods or delivery schedule for the supply of the goods is not followed and the Purchaser is compelled to procure the ordered articles from the open market at a higher rate than the accepted price, the difference in the rates accrued shall be deducted from the bill(s) of the firm besides forfeiting the security deposit of the firm, imposing penalty and taking such other action as may be deemed fit by the Purchaser.
- e. Submission of false or fabricated documents by any bidder for participating in the tender, if proved later on, shall liable the bidder to be blacklisted for 3 (three) years.

9: RIGHTS OF PURCHASER

The Development Officer (Handloom), Berhampore, Murshidabad reserves the following rights:

- a. to accept / reject the offers received and / or to call for any additional information / clarification, or modify / cancel the bidding process, if so required, without assigning any reasons whatsoever.
- b. not to place any orders even after selection and is not liable to pay any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to divide the contract amongst any number of bidders', if required so and to place order for more or less than the quantity mentioned in the forecast requirement.
- c. to cancel / terminate the agreement any time without assigning any reason or failing to supply of goods within stipulated time or non-compliance of quality by the supplier or any reason as deemed fit.
- d. not to bind himself to accept the lowest rate.
- e. to reject any or all or part of tender without assigning any reason thereof and it will not under any obligations / circumstances, give any clarification to the agencies whose bids are rejected / not selected.

10: OTHER TERMS AND CONDITIONS

- c. Conditional tenders and tenders not accompanied with the documents as mentioned above shall be summarily rejected without any reference made to the bidder and no correspondence will be entertained.
- d. In case of products with Brand Name, the Tendering Firm is required to mention the Brand Name/Model Number against each item. In case, I.S.I. Marked products, the Tendering Firm have to produce License of manufacturing from B.I.S. The offer may go to the next bidder, if the successful bidder fails to perform the contract.

- e. No negotiation/enquiry/subsequent representation regarding rate/quantity/quality or otherwise will be entertained after closing of online submission of bid.
- f. No import License, any sort of permit, etc. in respect of any item will be provided by the Purchaser and the bidders should rely on their own resources.
- g. Latest guidelines pertaining to purchase of stores issued by the Govt. of West Bengal will be followed provided that there is no specific instruction of the Tender Committee in the regard.
- h. When a bidder submits their tender in response to this Notification, they will be deemed to have understood fully the contents, the requirement, terms and conditions of this tender. No extra payment will be made on the pretext that the bidder did not have a clear idea of any particular point. Any offer made in response to this tender when accepted by the Purchaser will constitute a contract between the parties.
- i. Non-compliance to any terms and conditions laid herein shall constitute a breach of contract and penalty for non-compliance shall be enforced very rigidly.
- j. All notice intended to be served on the bidder will be deemed to have been duly served, if sent under certificate of posting or Speed post or e-mail to the address mentioned in the tender or by any other process permissible under civil law.
- k. All instructions given either in the tender notice, tender and / order form are binding on the bidder and are part of terms and conditions.

11: ARBITRATION

All disputes and differences arising out of or in connection with the agreement with the selected supplier shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to agreement or relating to performance which cannot be settled amicably will be referred to the sole arbitrator, the Secretary, Micro Small Medium Enterprises & Textiles Department, Government of West Bengal or any other Officer appointed/authorized by him not below the rank of Assistant Secretary for resolve through arbitration under the Arbitration and Conciliation Act, 1996.

**Development Officer (Handloom)
Berhampore**

Section II: Schedule of Requirements

Sl. No.	Description of Goods	Total Quantity*	Delivery Schedule**	Place(s) of Delivery**	Transportation and any other services	Delivery Date
						Latest Delivery Date
	[insert description of Goods]	[insert quantity of item to be supplied]	[insert fortnightly / monthly quantity to be delivered by the supplier following the date of Agreement]	[insert place(s) of Delivery]	[insert required details]	[insert the number of days following the date Agreement]
1	Pit Loom with 56" R.S. Suitable for without Jacquard/Dobby for silk weaving	3000 looms	500 pcs./Week	To be notified in due course	To be arranged by supplier	60 days
2	One high speed cycle Wheel charka	3000 nos.	500 pcs./Week	To be notified in due course	To be arranged by supplier	60 days
3	One set cotton Varnish Heald of 80s with 04 pics sticks	3000 set (two healds in a set.)	500 sets./Week	To be notified in due course	To be arranged by supplier	60 days
4	One 80s Bamboo Reed	3000 nos	500 pcs./Week	To be notified in due course	To be arranged by supplier	60 days
5	One packet 100 nos Good quality pirn	3000 set	500 pcs./Week	To be notified in due course	To be arranged by supplier	60 days
6	One 13 inch good quality Shuttle	3000 nos.	500 pcs./Week	To be notified in due course	To be arranged by supplier	60 days

* Please note that the total quantity noted may vary considerably based on actual requirements.

** Please note that the Delivery Schedule and Place(s) of Delivery may change based on actual requirements.

Section III: Technical Specification

Item # and Name	Component Description	Minimum Specifications	Remarks, if any
Pit loom with 56" R.S. suitable for without Jacquard/Dobby for silk weaving	Size of the post for plain saree/yardage etc. Without Jacquard/Dobby Size of the top bar Size of the top middle bar to tie picking strap Size of the side bar Size of the cloth beam Size of the Warp beam Sley 56" R.S. with leather picker for silk weaving Treadle 02 nos. For plain shedding with fixing frame	4"X3"X7' – Sal wood = 04 pcs 3"X2"X6' – Sal wood = 02 pcs 2"X1"X6' – Sal wood = 01 pcs 2.5"X1"X3' – Sal wood = 04 pcs 4" X6' – Sal wood = 02 pcs 6" X6' – Sal wood = 01 pcs Sley of teak wood & Sal wood with leather picker system shuttle box= 01 pcs 2"X1"X2' –Sal wood = 02 pcs	
One high speed cycle charka	Wooden frame & Iron Cycle Wheel	2' Diameter (aprox) Wheel along with standard size wooden frame	
One set cotton Varnish Heald of 80s with 04 pics sticks	Cotton Varnished heald fitted with Wooden heald stick	58" length	
One 80s Bamboo Reed	56" bamboo reed	57" length	
Two packets 100 nos Good quality pirn	Wooden/Nylon made	3" length	
One 13 inch good quality Shuttle for silk weaving	Wooden	13" length	

UNDERTAKING
FOR NOT BARRED/DELISTED/BLACK LISTED
Tender Reference No.

To
The Development Officer (Handloom),Berhampore,Murshidabad,
Office of the Development Officer (Handloom),Berhampore,Murshidabad.
Directorate of Textiles
(Handloom, Spinning Mills, Silk Weaving
& Handloom Based Handicrafts Division),West Bengal
PO:Berhampore
Disttrect : Murshidabad

I / We, M/S XXXX , _____(Address)
do hereby submit undertakings:

1. That we have not been Barred / Delisted / Blacklisted by Union or State Governments/
Any Government Undertakings of this Country during last five years for supply of the
materials included in the Tender as referred above.
2. That we shall be responsible if any falsification is found in this statement during course of
the supply by us, related to this Tender and the Purchaser will have the right to withdraw the
supply Order and /or cancel the agreement of the said materials.
3. That we shall intimate immediately if we are Barred / Delisted / Blacklisted within the
period of supply of the said materials and the Purchaser will have the right to withdraw the
supply order and /or cancel the Agreements.

Authorised Signatory

Section IV. Bid submission Forms

Form TECH-1: Technical Bid Submission Form

(To be furnished in the Company's Official Letter Head Pad with full Address with Contact No., Telephone No., FAX No., e-mail address, Website etc.)

[Location, Date]

To
The Development Officer (Handloom), Berhampore, Murshidabad,
P.O: Berhampore-, District : Murshidabad

Sub: Supply of New Handlooms (Frame / Chittaranjan / Modified Paddle Looms/ Modisied Chittaranjan looms and accessories.

Ref: NIT.....

Dated.....

Dear Sir:

1. With reference to your NIT under reference, I am / we are submitting our Proposal, which includes this Technical Bid and a Financial Bid for the items tendered for as per your specification, terms and conditions.
2. Should this tender be accepted, I / We hereby agree to abide by and fulfil all the terms and conditions laid down in the NIT and the particulars available in the NIT and the details given in the specification / description or in default thereof to forfeit and pay the The Secretary -----Handloom Cluster Development Society), or his successor in office the penalties / sums / or of money that may be imposed, the earnest money deposited herewith or from other money deposited by me / us or from the bills that will be payable to me / us for the supplies to be made.
3. I / We also agree that the decision of the Board of the -----Handloom Cluster Development Society),in all matters in respect of this tender will be final and binding on me / us subject to the modifications resulting from Contract negotiations.
4. I / We also agree to execute on being called upon to enter into a formal agreement embodying the terms and conditions contained herein and / or on usual terms and conditions and on default on my / our doing so, the Earnest Money deposited by me / us will liable to be forfeited.
5. I / We hereby declare that all the information and statements made in this bid are true and that any misinterpretation contained in it may lead to our disqualification.
6. We understand you are not bound to accept any bid you receive.

Yours sincerely,

Authorized Signature [In full and initials]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

Section IV. Bid submission Forms

Form TECH-2: Information of Bidder

Sl. No.	Item	Description
1	Name of the Bidder	Attach scanned copy of relevant certificate of incorporation / registration in Non-Statutory Cover
2	Address of the Bidder (i) Head Office (ii) Branch office, if any	
3	E-mail address	
4	Telephone Number(s)	
5	Fax No	
6	Trade License	Attach scanned copy of valid Trade License in Non-Statutory Cover
7	P. Tax Registration	Attach scanned copy of P. Tax Registration and deposit receipt challan for the year 2016-17 in Non-Statutory Cover
8	Permanent Account No (PAN)	Attach scanned copy of PAN in Non-Statutory Cover
9	Income Tax	Attach scanned copy of Income Tax returns for last 3 financial years (till 2016-17) in Non-Statutory Cover
10	GSTN Registration Number	Attach scanned copy of GST Registration in Non-Statutory Cover
11	Financial Strength	Attach scanned copy of Audit report from CA for last 3 financial years (till 2016-17) in Non-Statutory Cover

Signature and seal of the Bidder

Section IV. Bid submission Forms

Form TECH-3: PERFORMANCE STATEMENT (FOR A PERIOD OF LAST FIVE YEARS)

NIT No.

Date of opening:

Name of the Bidder:

Order placed by (full address of Purchaser)	Order No. and Date*	Description and quantity of ordered goods	Value of order	Date of completion of delivery		Remarks, if any
				As per contract / Supply order	Actual	

*The bidder may be required to produce copy of Purchase Order and / or Payment Certificate, if required afterwards.

Signature and seal of the Bidder

Section IV. Bid submission Forms

Form TECH-4: PRODUCTION CAPACITY AND GODWON SPACE

Name of the Bidder:

1. Production Capacity

Sl. No.	Complete Address of the Manufacturing unit	Production Capacity per month	Orders on hand other than this tender	Sparable capacity for this tender

2. Go down Space

Sl. No.	Location of Go down with address	Whether the go down is owned or rented	Address of Go down owner	Remarks, if any

Signature and seal of the Bidder

ANNEXURE-I

List of Items required for supply

S.NO.	Handlooms/Accessories/Equipments	Specification with material details	Quantity	Unit Price (in Rs.)
1	Pit Loom of 56" Reed Space without jacquard / Dobby for Silk Weaving			
a)	Size of the post	4" X 3" X 7" (Sal Wood)	04 pcs	600/- per pc
b)	Size of the top bar	3" x 2" X 6' (Sal Wood)	02 pcs	350/- per pc
c)	Size of the top middle bar	2" x 1" X 6' (Sal Wood)	01 pc	250/- per pc
d)	Size of the side bar	2.5" X 1" X 3' (Sal Wood)	04 pcs	200/- per pc
e)	Size of the warp beam	6" X 6' (Sal Wood)	01 pc	1700/- per pc
f)	Size of the cloth beam	4" X 6' (Sal Wood)	02 pcs	2400/- per 02 pcs 1200/- per pcs
g)	Sley of Teak wood and Sal wood with leather picker system shuttle box	58" Reed Space (Teak & Sal Wood)	01 pc	3500/- per pc
h)	Treadle 2 Nos. for plain shedding	2" X 1" X 2' (Sal Wood)	02 pcs	100/- per pic

Pit Loom 01 pc = Rs.11,850.00

Sl no	Accessories/Equipments	Specification with material details	Quantity	Unit Price (in Rs.)
01	High Speed Cycle Wheel Charka (in full set)	Wooden frame	01 pc.	1500/- per pc.
02	One set cotton Varnish Heald of 80s along with 04 pcs wooden sticks (in one set)	80s	01 set	400/- per set
03	One 80s Bamboo Reed	80s X 56"	01 pc.	1000/- per pc.
04	One packet 100 nos Good quality pirn	Wooden/Nylon	200 pcs.	200/- (100 /pc.)
05	One 13 inch good quality Shuttle for silk weaving	Wooden	01 pc.	250/- per pc.

Accessories Rs.3,350.00

COST OF 01 SET OF LOOM AND ACCESSORIES Rs.15,200.00(Excluding GST)

Quantity is indicative only, which may increase, decrease or remain same.

Date:

Signature:

Place: Berhampore

Seal: