



**West Bengal Essential Commodities Supply Corporation limited**

FOR THE SUPPLY OF

**WEIGHING MACHINE in CPC throughout WEST BENGAL.**

**During the KMS-2021-22 .**

**ECSC/Proc/2021/1281/092 (Weighing Machine) dated: 18.08.2021**

Tender Documents will be available on & from 19.08.2021  
from 3 p.m. at [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

**:Closing date and time :09.09.2021 at 3 p.m.**

Prospective bidders shall have to deposit an **Earnest Money** of Rs. 15,000/- (Rupees fifteen thousand only) through e-tender portal.

**:Opening date and time:**

Technical Bid: on 13.09.2021 at 3 p.m.

Financial Bid: on 16.09.2021 at 3 p.m.

**Details of date and time schedule is provided with this tender document (Appendix - 6)**

The Financial Offer of the prospective Bidder will be considered only if the Technical Aspects of such Bidder is found qualified by the authority of the Corporation. The decision of the Corporation will be final and binding upon in this regard.

**Tenders, comprising both technical and financial bids, are to be submitted concurrently, digitally signed and posted in the website: [www.wbtenders.gov.in](http://www.wbtenders.gov.in)**

**HEAD OFFICE: 11A, MIRZA GALIB STREET, KOLKATA - 700 087.**

**This Tender Document Set has the following Schedules and Appendices:-**

**(I) SCHEDULES:**

- (i) Schedule-1 = Eligibility Criteria and Specifications
- (ii) Schedule-2 = Terms and Conditions

**(II) APPENDICES:**

**(To be filled in & submitted by Bidder or his authorized representative)**

- (i) Appendix-1 = Offer
- (ii) Appendix-2 = Questionnaire about Bidder
- (iii) Appendix-3 = Turn over Statement for Last 3 years
- (iv) Appendix-4 = Proforma for Commercial Bid
- (v) Appendix-5 = District wise allotment of CPCs
- (vi) Appendix - 6 = Date and Time schedule

**Enclose: Aforesaid schedules & enclosures positively**

## **NOTICE INVITING E-TENDER**

For

Purchase of 70 (seventy) Weighing Machines for Centralised Procurement Centre (CPC) in all districts throughout West Bengal. The number may vary depending on the number of CPC to be set up.

### **NOTE:**

1. Tenderers shall have to submit bid / documents online in the website [www.wbetenders.gov.in](http://www.wbetenders.gov.in) in the specified folder.
2. PRE-BID MEETING will be held in the conference room of WBECSC Ltd., 11-A, Mirza Ghalib Street, Kolkata – 700 087.

### **Tender Document:**

#### **1. Introduction:**

WBECSC Ltd., an undertaking of, Govt. of West Bengal invites E-TENDER for selection of manufacturer / supplier of Weighing Machines for weighing upto 500 kg (5 quintal) of paddy/food grain procured. E-TENDERS in two separate parts i.e. Technical E-TENDER and Financial E-TENDER are invited from Eligible E-TENDERS. The E-TENDERS will have to fulfil the following minimum criteria on their own or as a main vender in case of consortium.

SPECIFICATIONS OF WEIGHING MACHINES:

- Beam Scale with weighing stones capable of weighing upto 1 quintal of following specifications:-
  - 1) ISI approved,
  - 2) Auto calibration,
  - 3) Stamp certificate,
  - 4) Warranty 1 year,
  - 5) Directly plug in & Battery backup for 2 days,
  - 6) Battery stand by for 6 months,
  - 7) Readability 10 gm,
  - 8) White LED display,
  - 9) Over load protection,
  - 10) Accuracy Class - III,
  - 11) Maximum Capacity – 500 Kg,
  - 12) Minimum Capacity – 1 Kg,
  - 13) Accuracy – 50 g,
  - 14) Pan size – 24” x 24”,

The scale will be supplied along with the certificate of verification inspected by the Controller of Legal Metrology (Govt. of West Bengal).

## ELIGIBILITY CRITERIA & SPECIFICATION:

### Eligibility Criteria:

1. The supplier must have an experience of supplying Weighing Machine for at least three years in bulk quantity to any Govt. / Govt. undertaking / Govt. aided / Private company.
2. The Supplier must have an annual turnover of not less than Rs.50,00,000/- (Rupees fifty lakhs only). The bidder has to upload the copy of Audited Balance sheet with an annual turnover of not less than Rs.50,00,000/- (Rupees fifty lakhs only) per year, duly audited by the competent authority, for the last 03 (three) financial years i.e. 2017-18, 2018-19, 2019-20.
3. The bidder should have their own distribution network in West Bengal and must have minimum 3 years experience in distribution. They should submit documentary evidence in support of that.
4. The manufacturer must meet the standard as per specification in Schedule-1.
5. The bidder must submit valid Certificate of Registration / Incorporation / Partnership Deed / Memorandum of Association.
6. The Bidder should upload PAN Card as issued by Income Tax Deptt.
7. The Bidder has to upload the certificate of valid Trade License.
8. The bidder has to upload the valid GST Registration Certificate.
9. The bidder has to submit the Copy of Income Tax statement for last three years 2018-19, 2019-20 & 2020-21 duly attested by the Chartered Accountant / Income Tax Officer.
10. Perspective bidders shall have to deposit an Earnest Money of Rs.15,000/- (Rupees fifteen thousand only) to be submitted through Online E-Tender Portal.

The office of WBECSC Ltd. may be contacted for any clarification on all the working days from 10 a.m. to 5 p.m. till the immediate preceding working day of closure of Tender. The M.D., WBECSC Ltd. reserves the right to accept or reject any or all proposals and reserves the right to cancel or postpone without assigning any reason whatsoever. Further to note that any type of canvassing by an E-TENDERER will be treated as a disqualification and in that event the E-TENDER will be rejected forthwith.

**2. TERMS AND CONDITIONS:**

The following terms and conditions are intended to sensitize the E-TENDERER to various clauses, which may be reflected in the final contract.

**(1) SUBMISSION OF TENDER:**

- a. All appendices, attached with this Tender Document should be duly filled in and uploaded with digital signature in all pages. This is mandatory for considering any offer as valid.
- b. Bidder must complete the questionnaires on standard proforma enclosed (**Appendix-1 to 5**) with this Tender Document.
- c. Stipulated conditions in the tender are for well reputed processing unit or brand owner and with specific years of distribution experience. The claim of the bidder should be supported by documentary evidence for such claim to the satisfaction of Tender Committee.
- d. Documents relating to credentials should be signed and uploaded by the bidders.
- e. The decision of the Tender Committee of WBECSC Ltd. after evaluation of the documentary evidences and other claims in respect to the eligibility of bidder shall be final.
- f. The Tender Committee reserves the right to reject any/all tender without assigning any reason thereof and the same should not be questioned, whatsoever.
- g. The Tender is published on the basis of the approval of the Govt. of West Bengal. Supply order to the selected agencies will be given as per Tender formalities and as per the order of the Govt. If the Govt. Scheme is closed or partly revised or modified, due to unavoidable circumstances of the State Govt., then the Tender will automatically come to an end or will continue partly for which supplier is not entitled to demand/ receive any type of compensation towards the loss(es) faces by them or can't initiate any legal proceedings against the WBECSC Ltd.
- h. In case of supply of any defective Weighing Machine, detected after delivery, same should be replaced by the supplier within 3 days from date of reporting.

**(2) Deposition of Earnest Money Deposit (EMD) and Security Deposit:**

**· Earnest Money Deposit (EMD):**

EMD amount of Rs.15,000/- is to be deposited before the last date & time of tender uploading.

The EMD will be refunded to the unsuccessful bidder by e-tendering system itself. The EMD of the successful E-TENDER will be converted into Security Deposit of 10% of the Tender value. E-TENDERS without EMD are liable for rejection. The EMD shall not carry any interest.

**Security Deposit:**

Selected bidders shall have to deposit the balance amount in excess of EMD amount as Security Deposit (SD) @ 10% of the total Tender value. The SD amount will be returned after successful delivery of the Weighing Machines to the respective District Managers Office and after its quality checking by concerned District Manager, WBECSC Ltd.

**Forfeiture of SD Money:**

- (i) Non supply of weighing machine after receiving supply order.
- (ii) Failure to replace the defective weighing machine.
- (iii) Any deviation from the approved quality, if found, during distribution.

**(3) Registration of Bidders:**

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 to website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) and to click on the link for e-tendering site as given on the web portal.

**(4) DIGITAL SIGNATURE CERTIFICATE (DSC):**

Each participant, for submission of tender, is required to obtain a Class-III Digital Signature Certificate (DSC) from the approval service provider of the National Informatics Centre (NIC) on payment of requisite amount the details of which are available at the Website Guideline to the Bidder. DSC is given as a USB e-Token.

**(5) DOWNLOADING:**

Bidders can download NIT & Tender Documents by logging into the website mentioned using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**(6) PRE BID MEETING:**

Prospective bidders in the tender may attend a Pre-Bid Meeting which will be held on 02.09.2021 at 3 p.m. at our Head Office at 11 A Mirza Ghalib Street, Kolkata-700087 for any type of clarification regarding Tender.

**(7) THE SUBMISSION OF PROPOSALS:**

- (i) The Bidders should be in a position to quote for supply in accordance to the requirement stated in Schedule-1 & 2. All the enclosures to this Tender Document should be duly filled in, digitally signed and uploaded in the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in)
- (ii) The tenders of those who do not qualify the eligibility criteria shall be rejected at any time during detailed scrutiny and evaluation stage.
- (iii) The financial rate of the bidder is to be submitted only in stipulated BOQ in Commercial bid.

Mention of rate anywhere else in the tender document shall make it liable to be rejected.

- (iv) Conditional offer will be summarily rejected.
- (v) Appendix – I & II (BOQ) attached with this tender document should be duly filled in with physical signature on page of Appendix-I only. It is mandatory for considering any offer as valid. All such documents are to be digitally signed and uploaded in the [www.wbetenders.gov.in](http://www.wbetenders.gov.in)
- (vi) Complete information Brochure of weighing machine is to be submitted.

**(8) Financial Bid:**

The Financial bids of only Technically Qualified Bidders shall be opened. This folder duly filled in and digitally signed in the prescribed document Appendix-4 (BOQ) with rates quoted. The rates should include all overhead expenses including taxes, duties etc complete in all respects.

**(9) Transport Facility:**

The Successful bidder should have sufficient fleet of trucks, owned/ or contractual to ensure **delivery of Weighing Machines to District Manager Office** at his own cost within 07 days from the date of receipt of supply order from WBECSC Ltd.

**(10) Validity Of Offer:**

- (a) The offers made by the bidders shall be valid for 180 (one hundred eighty) days from the date of acceptance of offer.
- (b) The entire quantity of work order has to be delivered within the specified time.
- (c) The bidder should not quote any other date for the validity of the offer.
- (d) Tenders quoting any other validity date are liable to be summarily rejected.
- (e) **The Validity of Offer may be extended if deemed necessary by the relevant authority.**

The management is not responsible for any upward revision of any taxes or raw material after issue of the confirmed orders and the extra amount, if any incurred towards the above items will be borne only by the successful bidder. Entire GST liability lies on successful bidder for the items.

**(11) Testing of Weighing Machine:**

The testing of Weighing Machine will be done on pre-delivery / at random check at the District offices and the Supplier will replace the Weighing Machine, in case of any defect found during testing.

(12) **Mode Of Supply:**

Selected bidder should supply and deliver weighing machine at the concerned District Manager Office. (District wise approximate number of weighing machine is placed at Appendix -5.

(13) **Delivery And Payment:**

- I. Payment will be made upon successful delivery of Weighing Machine subject to production of claim and its verification. Faulty machine if any, must be replaced within 07 days from the date of receipt of supply order.
- II. The Managing Director of WBECSC Ltd. also reserves the right to recover any dues from the successful tenderer if any, so found on a later date. Accordingly, the bidder is liable to pay such dues immediately on demand.

(14) **Penalty On Default / Extension Of Time:**

- (a) Failure to keep up the supply schedule, a penalty of Rs. 100/- per day per machine will be levied upon the supplier. The same will be adjusted from the bill of the said supplier.
- (b) If any deviation from approved quality is found in sample testing during distribution, the supply will immediately be suspended and the supplier will be blacklisted for future supply as per the blacklisting policy of the Govt. of West Bengal

(15) The firms/ companies/ suppliers who have been blacklisted or a process of blacklisting is pending against them, are debarred from participating in the tender process.

(16) Any supply beyond valid indented period will be treated as illegal and penal action shall be initiated against the supplier which may include blacklisting.

(17) **ARBITRATION:**

WBECSC Ltd. and the E-TENDERER shall make every effort to resolve amicably by direct negotiation on any disagreement or dispute or misunderstanding arising between them in connection with the service rendered and payments. If any dispute arises on aspects not covered by his E-TENDER document or purchase order, or the construction or operation thereof, or the rights, duties or liabilities under these except as to any matters the decision of which is specially provided for by the general or the special conditions, such dispute shall be referred to a mutually agreed arbitrator or as decided by Secretary F&S Department in case of disagreement.

Managing Director

WBECSC Ltd.

OFFER

Full name and address of the Bidder in addition to post Box No., if any, should be quoted in all communication to this office

Bidder's  
Telegraphic Address/Telephone

From:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TENDER FORM NO. -----

Dear Sir,

1. In continuation of my/our above tender, I / we submit herewith the price offer at Appendix -4 for Weighing Machine as per WBECSC Ltd. Govt. of West Bengal, specifications in Schedule-1.
2. I/We agree to abide by the terms and conditions stipulated by the WBECSC Ltd., and also agree to supply the entire ordered quantity at the rates quoted by me/ us as per Appendix-4. The rate quoted and approved by the WBECSC Ltd. in this tender will be valid for the 180 (one hundred and eighty) days from the date of acceptance of offer, which may be further extended if deemed necessary by the relevant Authority.
3. I/We have understood all the instructions to the Bidders in the Tender Documents and have thoroughly examined the specification quoted in the schedules hereto and am/are fully aware of the nature of the product required and my/our offer is to supply the product strictly in accordance with the requirements.

Yours faithfully,

FULL SIGNATURE OF BIDDER

ADDRESS -----

DATED-----

Contact no.-----

FULL SIGNATURE OF WITNESS

ADDRESS -----

DATED-----

Contact no.-----

1. (i) Full address \_\_\_\_\_  
Phone No. \_\_\_\_\_

(ii) Local Address \_\_\_\_\_ Phone No. \_\_\_\_\_

2. Name of the authorized person \_\_\_\_\_

Contact No. \_\_\_\_\_

3. Whether firm is registered in firm  
Registration (in case of Partnership firm)

 YES

 NO

4. Registered in Company's  
Act (in case of Company)

 YES

 NO

5. Whether they have registered their design &  
trade mark or brand

 YES

 NO

6. If no then, whether they have applied  
for the same.

 YES

 NO

7. Whether authorization letter duly authorizing the  
person to attend the Tender / Negotiation enclosed.

 YES

 NO

8. The date of commencement of the firm DD / MM / YYYY \_\_\_\_\_

9. Whether they have any distribution  
network in West Bengal.

 YES

 NO

10. Whether catalogue of WEIGHING  
MACHINE has been submitted

 YES

 NO

11. Whether Blacklisted in WBECSC or in any other  
Govt. Organisation/Undertaking

 YES

 NO

**Turnover Statement for Last 3 years (2017-18, 2018-19, 2019-20)**  
**(Enclosed documents duly authenticated by Chartered Accountant)**

| SL. No | Name of Firm | Financial Year | Turnover in Lakhs |
|--------|--------------|----------------|-------------------|
|        |              |                |                   |
|        |              |                |                   |
|        |              |                |                   |

N.B. : (I) The decision of the Tender Committee on assessment of past performance will be FINAL.

Signature of Bidder-----

Name in Block letters -----

Capacity in which:  
Tender is signed -----

**(To be Certified by Chartered Accountant under his Seal and Signature)**

**Proforma for Commercial Bid**

[Please do not mention any RATE here. RATE needs to be filled & uploaded in the specified folder only]

**TENDER NOTICE NO. ECSC..... (Weighing Machine)**  
**Dated:.....**

**WEIGHING MACHINE**

**Refer attached Appendix 4 in Excel sheet**

Signature of Bidder \_\_\_\_\_

Name in Block letters \_\_\_\_\_

Capacity in which  
Tender is signed \_\_\_\_\_

**BOQ Format for 70 nos. of Weighing Machines**

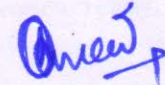
| Item   | Unit Rate | GST | Total Amount |
|--|-----------|-----|--------------|
| Weighing Machine                               |           |     |              |
| <i>Specification:</i>                          |           |     |              |
| • ISI approved                                 |           |     |              |
| • Auto calibration                             |           |     |              |
| • Stamp certificate                            |           |     |              |
| • Warranty 1 year                              |           |     |              |
| • Directly plug in & Battery backup for 2 days |           |     |              |
| • Battery stand by for 6 months                |           |     |              |
| • Readability 10 gm                            |           |     |              |
| • White LED display                            |           |     |              |
| • Over load protection                         |           |     |              |
| • Accuracy Class - III                         |           |     |              |
| • Maximum Capacity – 500 Kg                    |           |     |              |
| • Minimum Capacity – 1 Kg                      |           |     |              |
| • Accuracy – 50 g                              |           |     |              |
| • Pan size – 24'' x 24''                       |           |     |              |

## District wise break up of CPCs to be run by CMR Agencies

| Districts         | CPCs to be run by WBECSC Ltd. |
|-------------------|-------------------------------|
| Alipurduar        | 1                             |
| Bankura           | 2                             |
| Birbhum           | 6                             |
| Coochbehar        | 1                             |
| Dakshin Dinajpur  | 1                             |
| Darjeeling        | 1                             |
| Hooghly           | 2                             |
| Howrah            | 3                             |
| Jalpaiguri        | 2                             |
| Jhargram          | 1                             |
| Maldah            | 1                             |
| Murshidabad       | 9                             |
| Nadia             | 3                             |
| North 24 Pgs      | 8                             |
| Paschim Bardhaman | 1                             |
| Paschim Medinipur | 3                             |
| Purba Bardhaman   | 9                             |
| Purba Medinipur   | 6                             |
| Purulia           | 2                             |
| South 24 Pgs      | 7                             |
| Uttar Dinajpur    | 1                             |
| <b>Total</b>      | <b>70</b>                     |

DATE and TIME schedule for theNIT No.: ECSC/..... Proc/2021/1281/092 (Weighing Machine) Date..... 18.08.2021.....

| Sl. No. | Particulars   | Date & Time         |
|---------|---|---------------------|
| 1       | Date of uploading of N.I.T. Documents by WBECSC Ltd. (online) (Publishing Date) | 19.08.2021 - 3 p.m. |
| 2       | Documents downloading by prospective bidders (Online) (Opening)                 | 19.08.2021 - 3 p.m. |
| 3.      | Bid submission starting date (Online)   | 19.08.2021 - 3 p.m. |
| 4.      | Date of Pre-bid meeting   | 02.09.2021 - 3 p.m. |
| 5.      | Closure of online Documents downloading   | 09.09.2021 - 3 p.m. |
| 6.      | Online Bid submission closing date & time                                       | 09.09.2021 - 3 p.m. |
| 8.      | Opening date of Technical Bid (Online)  | 13.09.2021 - 3 p.m. |
| 9.      | Date of opening of Financial Bids (Online)                                      | 16.09.2021 - 3 p.m. |
| 10.     | Date of uploading details of lowest bidder(s) along with his rates (online).    | 17.09.2021 - 3 p.m. |



Managing Director

WBECSC Ltd.