



# Paschim Banga Go-Sampad Bikash Sanstha

(An organization under the aegis of the Government of West Bengal)

LB-2, Sector-III, Salt Lake City, Kolkata – 700 106

Tele : (033) 2335 0715 FAX : (033) 2335 0712

E-mail : [ceopbgsbs2003@yahoo.co.in](mailto:ceopbgsbs2003@yahoo.co.in) / [sia-wb@nic.in](mailto:sia-wb@nic.in)

## NOTICE INVITING TENDER

No. 06/PBGSBS/LABITEM/20-21

Date of issue: 18.09.2020

Sealed bids are invited by the Chief Executive Officer, Paschim Banga Go Sampad Bikash Sanstha from the Manufacturer, authorized dealers/ distributors/reputed suppliers for **rate contract for TWELVE MONTHS** for supply of undernoted Laboratory items at decentralized units under Paschim Banga Go Sampad Bikash Sanstha across the State of West Bengal.

Sl.	Name of the Item	Earnest Money Deposit	Approx. Qty. (Nos.)	Specification
1	Tris (hydroxy-methyl) amino-methane for Analysis- 500 gm Container	Rs. 5000/-	49	Annexed at Annexure-I
2	Citric Acid Monohydrate for analysis- 500 gm Container		23	
3	D (-) Fructose for analysis-250 gm packet		15	
4	Glycerol Anhydrous for analysis -500 ml Container		60	
5	Surface disinfectant cum germicide with detergent property- 5 litres Container		36	
6	Germicide for personal care-5 litres Container		18	
7	Peroxide Silver - 5 litres Container		6	
8	Methanol GR -500 ml Container		10	
9	Whatman Filter Paper (Pack of 100 Circles)		125	
10	Aluminium Foil (72 Meters Roll)		38	
11	Tissue Paper Roll; 60 metres long (2 PLY)		55	

After publication of notice in Medias, details NIT (not transferable) with all particulars are obtainable from the Website [www.pbgsbs.gov.in](http://www.pbgsbs.gov.in) from 19.09.2020. Request for tender documents by Post will not be entertained.

### **Each tender must be supported by:-**

- Tenderer, unless the bidder is exempted under the existing order of the Govt. of West Bengal or Govt. of India, will have to be submitted Rs. 5,000/- (Rupees Five thousand only) as **Earnest Money** in the form of Demand Draft drawn on any nationalized bank payable at Kolkata in favour of **"Paschim Banga Go Sampad Bikash Sanstha"**.
  - Documentary proof towards Original Manufacturer and/or Authorized Dealers and/or Distributor /reputed suppliers and/Authorized Channel partner of the manufacturer for the products quoted for. Authorized dealer/distributor will have to submit the original manufacturer certificate along with their authorization certificate.
  - The Bidder should have sold the tendered items in State Govt. or its organization or PSU once in last 5 years & shall be supported by appropriate documentary proof like Supply order (work order) and Delivery Challan/Invoice/ payment certificate/customer certificate.
  - Printed Literature of each tendered item will have to be submitted along with tender.
  - Self attested Photocopy of PAN Card issued by IT Department, Govt. of India.
  - Self attested Photocopy of Valid Trade License.
  - Self attested Photocopy of valid Prof. Tax Paid Challan/Clearance Certificate.
  - Self attested Photocopy of valid 15 digits GSTIN under GST Act, 2017.
  - A copy of NIT duly signed & stamped will have to be submitted as a token of acceptance.
  - All the submitted documents should bear Page number & must be indicated in the Check List.
- N.B.: Pl. note that unattested photocopy will not be considered as valid document.  
No Tender will be accepted, if the same is not supported with the above documents.

The offered rate should be valid for TWELVE MONTHS but the period may be extended or curtailed at the discretion of the undersigned/Tender Committee/Tender Inviting Authority.

Sealed bids superscribing "Supply of Laboratory Items" along with name & address with PIN, phone /Fax No. E-mail of the Bidder should reach the office of the undersigned on or before 03.10.2020 within 3-00 PM. A Tender Box for this purpose will be preserved in the office of the CEO, PBGSBS, HQ located at LB-2, Sector-III, Salt Lake City, Kolkata-700106. The box will be closed at 3-00 PM on 03.10.2020 & the same will be opened in presence of representative of Bidders on the same day at 3-30 pm. *No tender will be accepted across the table & no such receipt will be issued thereon.*

The bidder must abide by the enclosed terms & Conditions as laid down by this Sanstha.

Sd/-  
Chief Executive Officer  
Paschim Bang Go Sampad Bikash Sanstha



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## **TENDER FORM**

(To be submitted in duplicate)

To  
The Chief Executive Officer,  
Paschim Banga Go Sampad Bikash Sanstha  
LB-2, Sector-III, Salt Lake, Kolkata- 700 106.

Sir,

With reference to your Tender Notification No.....dated....., I am/We are furnishing below my/our rates for the item tendered for in duplicate as per your specification/description, Terms & Conditions:-

Sl. No.	Nomenclature of the tendered item with Specification	Place of supply	Rate in Figure (Including GST) (in Rs.)	Rate in Word (Including GST)
		(i) Frozen Semen Bull Station, Salboni, Paschim Medinipur;		
		(ii) Semen Station, Beldanga, Murshidabad		
		(iii) Frozen Semen Bull Station, Haringhata, Mohanpur, Nadia		

N.B.: THE RATE SHOULD INCLUSIVE OF ALL CHARGES INCLUDING FREE DELIVERY TO DIFFERENT UNITS OF PBGSBS.

### Details of Earnest Money Deposit

Description of Instrument (No, Date & Issuing Bank)	Amount
	Rs. 5,000/-

If this tender be accepted, I/We hereby agree to abide by & fulfill all the Terms & Conditions laid down in the Tender and the particulars available in the Tender Notice & the details given in the specification/ Description attached hereto or in default thereof to forfeit & pay the Governor of the state of West Bengal, or his successor in office the penalties/sums/or of money that may be imposed by the Chief Executive Officer, PBGSBS, West Bengal, 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.

I/We also agree that the decision of the Chief Executive Officer, PBGSBS, West Bengal in all matters in respect of this tender will be final & binding on me.

I/We also agree to execute on being called upon to do a formal agreement embodying the terms & conditions contained herein &/or on usual terms & conditions & on default on my/our doing so, the Earnest Money deposited by me/us will liable to be forfeited.

Yours faithfully,

Date:

Signature & office seal:

Name of the Firm:

Address with PIN:



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Terms & conditions for submission of bid against NIT No. /PBGSBS/LI/20-21 dated 15.09.2020 for the procurement of Laboratory Items to be supply to three semen stations [Salboni, Paschim Medinipur; Beldanga, Murshidabad & Haringhata, Mohanpur, Nadia] under PBGSBS

## 1. EARNEST MONEY DEPOSIT & OTHER FEES

- (i) Each Tender, unless the Bidder is exempted under the existing orders of the Govt. of West Bengal or Govt. of India, will have to be submitted Rs. 5,000/- (Rupees Five thousand only) as Earnest Money in the form of Demand Draft drawn in favour of Paschim Banga Go Sampad Bikash Sanstha payable at Kolkata.
- (ii) Earnest Money Deposit shall not carry interest. The Paschim Banga Go Sampad Bikash Sanstha is not liable for deposition of excess of Earnest Money.
- (iii) Earnest Money deposited before the date of issue of this NIT. will not be accepted. Earnest Money Deposit of previous tender will not be adjusted/ considered for this tender.
- (iv) The onus of proving that a Bidder is exempted from depositing Earnest Money will be on the Bidder & must be proved by submission of valid documents to that effect, e.g., Small Scale Industries should furnish S.S.I. Registration Certificate along with Annual Production Return of the preceding year. Co-operative Societies of this State should furnish Registration Certificate from the State Register of Co-Operative Societies.
- (v) Earnest Money will be released after finalization of tender and in the following cases:-
  - a. Tender documents which are not valid.
  - b. Since a panel of 2<sup>nd</sup> Lowest Rate(s) is/are to be maintained the Earnest Money Deposit(s) of such firm(s) will be retained up to 2 (two) months from the date of approval of 1<sup>st</sup> Lowest Rate due to obvious reason. For such retention no interest shall be payable.
  - c. In case of successful bidder, it will be released in due course.
- (vi) Earnest Money Deposit(s) of all successful bidders will be retained throughout the tenure of tender due to obvious reasons.

## 2. TENDER PRE-REQUISITES

- (i) Self Attested photocopies of PAN, Valid Trade License, valid 15 digit Goods & Services Taxpayers Identification No. (GSTIN) under GST Act, 2017, Valid Prof. Tax Paid Challan/ Clearance Certificate along with Literature of Laboratory Items are to be furnished with bid.
- (ii) Self attested credentials of each tendered item in Govt. /Semi Govt. are to be furnished.
- (iii) In no case, Affidavit of Trade License/ GST Registration Certificate will be accepted.
- (iv) Original of valid Trade License/GST Registration Certificate, Prof. Tax Paid Challan, Exemption Certificate or any other document are required to be furnished when called for.
- (v) Unattested photocopies will not be treated as Valid Document.
- (vi) Tenders will have to be submitted in duplicate in prescribed form duly signed & affixed with seal of the firm by indicating full address with PIN Code, Phone/FAX/E-mail/Website number, in a sealed cover, super scribing the NIT No & Date and to be addressed to *The Chief Executive Officer, Paschim Banga Go Sampad Bikash Sanstha*. A Tender Box will be preserved in the office of CEO, PBGSBS. No Tender will be accepted across the table & no such receipt will be issued thereon. Envelopes must be closed & sealed properly with any sealing material.
- (vii) This tender schedule is to be submitted duly signed in all pages with tender as a token of acceptance.
- (viii) *All the submitted documents should bear Page number & must be indicated in the CHECK LIST.*

## 3. RATE

- (i) Lump rate should be quoted only in the prescribed Tender Form (to be submitted in duplicate) & in both Words & Figures. In case of discrepancy between words & figures, the amount in word will prevail. In case of insufficient space in the Tender Form, the Bidder may use a separate sheet duly authenticated by them. Rates of each item should be written distinctly and clearly.
- (ii) The quoted rate should be inclusive of all charges such as delivery (FOR destination), loading, unloading, cost of transportation, insurance etc. GST should be quoted separately wherever applicable.
- (iii) Erasures, interpolation, changes, addition or alteration in Rates of any item may be treated as cancelled unless authenticated by hand & seal of the Bidder. Rates quoted which are not as per specification mentioned in the NIT will not be accepted.
- (iv) Rates should be quoted in units mentioned in the NIT/Catalogue. Single Rate for each item should be quoted for entire quantity. Tender with split rate & quantity will be rejected.
- (v) Under no circumstances enhancement of rate whatsoever will be accepted after closing of Tender Box, whatever the reasons given thereafter save & except for any tax imposed by the Government. Photocopy of



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Govt. Order in respect is to be submitted while claiming such increase. If there is no Excise Duty whatsoever, after submission of bid, it will not be allowed.

- (vi) *Only Rates of items will be read out by the officers of this Sanstha at the time of opening of the bid.*
- (vii) Abnormally low rate of any item(s) quoted by a tendering firm in the offer with some malafide intention will not be accepted, if detected.
- (viii) The authority does not guarantee purchase of invited quantity since it depends upon the actual requirement evaluated by the farm authority. Hence rate should be quoted accordingly.

## 4. VALIDITY

- (i) Rate quoted shall hold well for **Twelve months** from the date of approval of rate by the Tendering Authority and/or any extended period, if situation arises & within the validity period, any further requirement other than tendered quantity must be supplied at the approved rate & refusal to supply will be dealt with as per Tender Rule.
- (ii) The Validity period of rate may further be extended/ curtailed at the discretion of the undersigned/ Tender Committee at the time of finalization of tender or after expiry of the period of validity.

## 5. SAMPLE/LITERATURE

- (i) Brochure of the items must be produced along with offer.
- (ii) Live demonstration of the tendered item may be given, as & when asked for.
- (iii) In case literature is approved, one set of such literature shall have to be kept in with this Sanstha during the tenure of tender. Supply should be made according to the approved literature. Supplied chemicals must be supported with test report.
- (iv) In the event of non-submission of literature, it will be treated as unwillingness/ inability to supply & such tender will not be considered.

## 6. AGREEMENT

- (i) The successful bidder will have to enter into a contractual agreement with the Paschim Banga Go Sampad Bikash Sanstha in the standard format embodying the tender terms & conditions in Non-Judicial Stamp Paper worth Rs.50/- (Rupees Fifty) only.

## 7. SECURITY MONEY DEPOSIT (Offline)

- (i) The successful firm will have to deposit security money @ 5% (Five Percent) ad-valorem subject to maximum of Rs. 20,000/- (Rupees Twenty five thousand) only in the form of Demand Draft drawn in favour of Paschim Banga Go Sampad Bikash Sanstha payable at Kolkata within 7 (seven) working days from the date of issue of order failing which the order will be cancelled along with forfeiture of Earnest Money Deposit kept at HQ and no further correspondence will be entertained. Partial Deposit/ adjustment with previous deposit(s) will not be accepted.
- (ii) No interest over security money will be payable to the bidder.
- (iii) Security Money will be refunded after satisfactory completion of successful contract period. No proportionate refund of Security Money will be allowed if the supplied quantity either falls below the ordered quantity.

## 8. SUPPLY/DELIVERY

- (i) Delivery will be made strictly as per given schedule as printed in the order. The schedule may be revised (increased/decreased/temporarily postponed) by the receiving authority, depending upon requirement.
- (ii) Delivery of the ordered item will be made strictly within 45 (forty five) days from the date of issue of order/schedule printed in the order. Schedule may be revised (increased/decreased/temporarily postponed) by the authority, depending upon need.
- (iii) The successful bidder may require supplying additional quantity across the State of West Bengal at the approved rate within the contracted period.
- (iv) The ordered item must be packed suitably to avoid transit loss & weathering to maintain quality. The supply must comport to the given specification in tender.
- (v) Supply must be commenced within specified timeframe from the date of placement of formal order or the date as indicated in the order.
- (vi) Supply will normally be accepted on all working days between 11-00 AM & 3-00 PM. Successful bidder must provide requisite number of labour to store the materials in the respective store/ places as will be indicated from time to time without any additional charges. No supply will be accepted on Sundays & Govt. Holidays, unless otherwise desired by the receiving authority.



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- (vii) IT IS OBLIGATORY FOR THE BIDDER TO NOTE THAT FAILURE TO MAINTAIN DELIVERY SCHEDULE WILL LEAD TO SEVERE DISLOCATION IN CARRYING OUT PUBLIC SERVICE FOR WHICH SUCCESSFUL BIDDER WILL BE HELD RESPONSIBLE & ACTION WILL BE TAKEN STRICTLY AS PER TENDER RULES LAID DOWN HEREIN WITHOUT ANY PREJUDICE, ANY SORT OF PLEA WILL NOT BE CONSIDERED, SAVE & EXCEPT ANY INCIDENT OCCURRED “BY ACT OF GOD” MAY BE CONSIDERED SYMPATHETICALLY.
- (viii) The replacement of supply against any rejected consignment must be made positively within given timeframe from the date of intimation, failing which action will be taken as per tender rule.

## 9. PENAL MEASURE

- (i) The Earnest money Deposit furnished by a firm will be retained with the Paschim Banga Go Sampad Bikash Sanstha throughout the tenure of tender and liable to be forfeited in full (including excess amount of earnest money, if deposited), if the firm withdraws tender as a whole or for any particular item at any stage during the tenure of tender or fails/refuses to enter into written agreement once the rate for any/all items is/are accepted within the time specified when requested to do so by this Sanstha and/or refuses to deposit security money. Such firms offer will not be taken into consideration in future & shall liable to be blacklisted/ debarred for 3 years.
- (ii) The security money deposit furnished by a Bidder is liable for forfeiture in full (including excess amount of Security Money, if deposited) along with cancellation of order without prejudice in the event of failure/refusal to maintain the delivery schedule &/or non-observance of terms & conditions of tender &/or contracted specification &/or quality/quantity & the authority will be at liberty to terminate the contract as a whole or part.
- (iii) The price at which the bidder sells the products of identical description to any Govt. Institute, Organization, etc. at West Bengal, 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 firms.

## 10. PAYMENT

- (i) No advance payment (Part or full) will be entertained in any case.
- (ii) Tax Invoice need to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017 against all supplies is/are to be sent in TRIPLICATE & should invariably be submitted at the time of delivery.
- (iii) Payment shall be made after executing the order satisfactory 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 & or linked with the payment of outstanding bills. The payment of bills shall be withheld, in case of violation of any tender terms & conditions.
- (iv) Statutory deduction of GST, Income Tax, other taxes/levies if there be any applicable for supply of the tendered item/ items will be made from the Bill of cost as per rules.

## 11. MISCELLANEOUS

- (i) No Tender/Tender Pre-requisites such as Earnest Money Deposit, Trade License etc., will be accepted after closing of tender box.
- (ii) Conditional bids & bids not accompanied with the documents as mentioned in Clause 1 & 2 shall be summarily rejected without any reference made to the bidder & no correspondence will be entertained.
- (iii) In case of products with Brand name, the Tendering firm is required to mention the Brand Name against each item.
- (iv) During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not be allowed to participate in the tender & that application will be rejected without any prejudice.
- (v) The offer may go to the next bidder, if the successful bidder fails to perform the contract.
- (vi) No negotiation/enquiry/subsequent representation regarding rate/quantity/quality or otherwise will be entertained after closing of Tender Box.
- (vii) No Import License, any sort of permit etc., in respect of any item will be provided from this Sanstha and the tendering firm should have rely on their own resources.
- (viii) Latest guidelines pertaining to purchase of stores issued by the Government of West Bengal will be followed provided that there is no specific instruction of the Tender Committee in this regard.
- (ix) If there be any objection regarding prequalifying the Agency that should be lodged to the undersigned within 2 (two) days from the date of publication of list of qualified agencies & beyond that time schedule no objection will be entertained.
- (x) Any dispute / difference arising out of this Tender will be referred to the sole arbitrator to be appointed by the undersigned and the same will be held at Kolkata. Arbitrator will have the power to pass interim order and will be guided by the Arbitration & Conciliation Act, 1996.



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- (xi) When a Tendering Firm submits their tender in response to this Notification, they will be deemed to have understood fully the contents, the requirements, terms & conditions of this tender. No extra payment will be made on the pretext that the Tendering Firm did not have a clear idea of any particular point. Any offer made in response to this tender when accepted by the Tendering Authority will constitute a Contract between the parties.
- (xii) Non-compliance to any Terms & Conditions laid herein shall constitute a breach of contract & penalty for non-compliance shall be enforced very rigidly.

Sd/-

Chief Executive Officer

Paschim Bang Go Sampad Bikash Sanstha





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## CHECK – LIST

Information about Bidders  
(To be furnished with the Tender)

Serial Number	Description	Particulars	Page Number
1.	Name of the Firm		
2. (a)	Registered Address with PIN, Phone No., E-mail, FAX etc.		
(b)	Sole Owner/Partnership/Pvt. Ltd. /Limited Firm.		
3.	Name of the Person authorized to enter into & execute Contract Agreement		
4.	Earnest Money Rs. 5,000/- (Rupees Five thousand only) in the form of Demand Draft drawn on any Nationalized Bank payable in Kolkata in favour of Paschim Banga Go Sampad Bikash Sanstha.		
5.	Self attested photocopy of PAN Card whether enclosed.		
6.	Self attested copy of valid 15 digit Goods & Services Taxpayers Identification No. (GSTIN) under GST Act, 2017 whether enclosed.		
7.	Self attested photocopy of Prof. Tax Clearance Certificate / Paid Challan whether enclosed.		
8.	Self attested photocopy of valid Trade License whether enclosed.		
9.	Brochure of the each tendered whether enclosed.		
10.	Copy of NIT duly signed in each page as a token of acceptance whether enclosed.		
11.	Documents towards job experience of tendered item in Govt. /Semi Govt. whether enclosed		
12.	Whether the rate quoted is inclusive of all charges i.e. delivery (FOR destination), loading, unloading, insurance etc.		

Signature of the Bidder with Date & Office Seal



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## ANNEXURE-I

### (SPECIFICATION OF ITEMS)

Sl. No.	Name of the Item	Specification
1.	Tris (hydroxyl-methyl) amino-methane (C <sub>4</sub> H <sub>11</sub> NO <sub>3</sub> ) for Analysis- 500 gm Container	Purity ≥ 99.8-100.1%, impurities ≤0.005% insoluble, ≤2% water, pH range 7.0-9.0 Emparta Merck
2.	Citric Acid Monohydrate (C <sub>6</sub> H <sub>8</sub> O <sub>7</sub> , H <sub>2</sub> O) for analysis- 500 gm Container	Purity ≥ 99.0-102.0%, Chloride (Cl) ≤0.001%, Sulfate(SO <sub>4</sub> )≤0.002%, Oxalate (C <sub>2</sub> O <sub>4</sub> ) conforms, Lead (Pb) ≤0.0002%, Iron (Fe) ≤0.0003%, Readily carbonisable substances, residue on ignition as sulfate (SO <sub>4</sub> ) ≤0.02%, Substances insoluble in water ≤0.005%, Phosphate (PO <sub>4</sub> ) ≤0.001% Emparta Merck
3.	D (-) Fructose (C <sub>6</sub> H <sub>12</sub> O <sub>6</sub> ) for analysis-250 gm Container/packet	Purity ≥99.0%, Lead (Pb) ≤0.001%, Glucose ≤0.5%, Water ≤0.5%, Emparta Merck
4.	Glycerol Anhydrous [(CH <sub>2</sub> OH) <sub>2</sub> CHOH] for analysis -500 ml bottle/Container	Purity ≥99%, Water ≤0.5%, Emparta Merck
5.	Surface disinfectant cum germicide with detergent property-500 ml container	pH of 5% aqueous solution range between 6.0-8.0 (neutral) Contain anionic & Nonionic surfactants, phosphates and adjuvant. Merck make
6.	Germicide for personal care-5 litres Jar	Contain Benzokonium Chloride-20% W/V, Cetrimide-0.5% W/V Himedia make
7.	Peroxide Silver (Cold fumigant)- 5 litre Jar	Hydrogen Peroxide-10.0% W/V, Silver Nitrate-0.01% W/V
8.	Methanol-GR (CH <sub>3</sub> OH)-500 ml container	Purity ≥ 99.8, Water ≤0.1%, Merck
9.	Whatman Filter Paper (Pack of 100 circles)	Grade 1 Qualitative Filter Paper, Diameter: 12.5 cm, Pore Size: 11µm (Pack of 100). To be used in wide range of laboratory applications for clarifying liquids as well as the food industry, agriculture, air pollution monitoring, and gas detection and also for qualitative analytical separations.
10.	Aluminium Foil	72 metre Roll, Make Hindalco
11.	Tissue Paper for Laboratory use	Roll of 60 metres long (2 PLY)

Sd/-

Chief Executive Officer

Paschim Banga Go-Sampad Bikash Sanstha