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GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DISTRICT MAGISTRATE, NADIA  
(DISTRICT ICDS CELL)  
KRISHNAGAR, NADIA

Memo No: 949/ICD(N)

Date: 23-10-2019

**TENDER NOTICE**

Sealed Tenders are hereby invited from bona-fide and experienced Contractors / SHGs / Agencies (Satisfying different terms and conditions stated in this notice)/ Govt. Undertakings / Corporations / Co- Operative Societies / NGOs having own transport system for carrying & storing of ICDS foodstuffs (Boiled Rice/ Musur Dal/ Mustard Oil/ Iodized Salt etc.) and other ICDS materials for 14 ICDS Projects of Nadia District.

Sl. No.	Name of the Projects	Name of Sub-Division	Date of issuance of Tender Forms	Date of Dropping and Opening of Tender	Place of dropping and opening of Tender
1	Krishnagar-II, Chapra, Nabadwip(R) & Nabadwip(U) = Total 4 Projects.	Krishnagar (Sadar)	31 <sup>st</sup> October to 11 <sup>th</sup> November, 2019 from the respective Office of the CDPOs in all working days only.	Dropping: 13 <sup>th</sup> November to 18 <sup>th</sup> November, 2019 from 11.00 am to 3.00 pm in all working days only. Opening: 19 <sup>th</sup> November 2019 at 3.00 pm	Filled Tender forms should be deposited at the Office of the concerned CDPO & DPO (ICDS), Nadia from 13 <sup>th</sup> November to 18 <sup>th</sup> November, 2019 from 11.00 am to 3.00 pm in all working days only. Tender will be opened on 19 <sup>th</sup> November 2019 at 3.00 pm at the office of the DPO (ICDS), Nadia.
2	Tehatta-I, Karimpur-I & Karimpur-II, Tehatta-II (only Carrying) = Total 4 Projects.	Tehatta			
3	Ranaghat-I, Ranaghat-II, Santipur & Hanskhali = Total 4 Projects.	Ranaghat			
4	Chakdaha & Haringhata = Total 2 Projects.	Kalyani			

Tender Forms and Terms & Conditions will be available from the respective ICDS Offices.

(I) **TERMS & CONDITIONS**

1. The rate of Storing & Carrying of foodstuffs / other ICDS materials from godown (Storing Point) to different Anganwadi Centres of that Project must be quoted per quintal basis.
2. The project wise capacity of Godown and quantity of foodstuffs to be carried out in approximate is attached as Annexure-I to convenience to all concerned.
3. The Godown should be pucca construction and should have airy, dunnage system, damp proof and fire extinguishing facility.
4. The Godown should be located within 2(Two) Km radius of the Project Office and within the same project area and the approach road of godown must be accessible to trucks.
5. An undertaking in a non-judicial stamp paper worth Rs. 10.00 (Rupees Ten) only duly signed by the tenderer to be submitted regarding arrangement of insurance the Godown with stored articles from theft, fire after

- acceptance of the tender. It must be contained in the undertaking that any type of shortage/breakage/loss during the storage period will be borne by the Tenderer(s) solely.
6. Sketch map of the Godown with dimension and layout of the locality of godown needs to be submitted along with the tender and signed by the tenderer. (Xerox copy with attestation).
  7. In case of hired godown, an agreement between the godown owner and the tenderer in a non-judicial stamp worth Rs. 10/- (Rupees Ten only) must be submitted along with the schedule. (Original copy)
  8. The Earnest Money amounting to Rs. 5,000/- (Rupees Five thousand only) will have to be deposited in favour of Child Dev. Project officer, \_\_\_\_\_ ICDS Project by Bank draft. Earnest Money of unsuccessful tenderers will be returned after signing of the contract deed by the successful tenderer.
  9. The Sealed Envelope containing rate as per schedule and necessary documents should be specifically super scribed in capital letters "TENDER FOR CARRYING CUM STORING OF ICDS FOOD STUFFS/ ICDS MATERIALS OF \_\_\_\_\_ (Name of Project) ICDS PROJECT, NADIA VIDE TENDER NOTICE NO. \_\_\_\_\_".

#### **DOCUMENTS TO BE FURNISHED:-**

- 1) Rate schedule duly signed in full by the Tenderer with seal as per the given schedule proforma.
- 2) Current and valid Trade License, GST registration Certificate, Professional Tax and Income Tax Return for the year 2018-19 (Xerox copy with self attesting).
- 3) Earnest Money amounting to Rs. 5,000/- (Rupees Five thousand only) will have to be deposited in favour of Child Dev. Project officer, \_\_\_\_\_ ICDS Project by Bank draft.
- 4) In case of Co-operative Society, Certificate of exemption regarding Earnest Money/Security Money must be duly recommended in the name of the said Co-operative Society by the A.R.C.S. The certificate must be issued after the date of floating of the tender. (Original copy)
- 5) An undertaking in Non-judicial stamp paper worth Rs. 10/-only duly signed by the Executive Officer of the Co-operative Society to be submitted regarding participation of the said Co-operative in the tender (Original Copy).
- 6) In case of a firm in whose name tender has been submitted, documentary evidence of the ownership /Partnership deed of the partnership firm must be enclosed (Xerox copy with self attesting).
- 7) Sketch map of the Godown with dimension and layout of the locality of godown needs to be submitted along with the tender and signed by the tenderer. (Xerox copy with attestation).
- 8) In case of hired godown, an agreement between the godown owner and the tenderer in a non-judicial stamp worth Rs. 10/- (Rupees Ten only) must be submitted along with the schedule. (Original copy)
- 9) An undertaking in Non-judicial stamp worth Rs. 10/-only duly signed by the Tenderer to be submitted regarding arrangement of insurance of the Godown with stored articles from theft, fire after acceptance of the tender. It must contain in the undertaking that any type of shortage / breakage / loss during the storage and carrying period will be borne by the Tenderer(s) solely.

#### **(II) SPECIFIC TERMS AND CONDITION FOR CARRYING CUM STORING.**

1. The rate for the carrying cum Storing of Foodstuffs should be quoted per quintal per A.W. Center basis irrespective of the distance from the project godown.
2. The quoted rate submitted by the tenderer must be **inclusive of all taxes including GST, labour charges, loading and unloading charges at receiving and delivery point and other incidental charges.**
3. a) In case of failure in the part of successful tenderer to carry out work orders, their Earnest money / Security Deposit will be forfeited and the tenderer will be black listed for participating in future.  
b) If the lowest bidder fails to carry out work order, the next lowest bidder will be engaged for the interim period until a fresh tender matured.
4. The Selected Tenderer must have to weigh the food stuffs at the time of deliver to the AWCs in presence of AWW and the delivery should be made within the centre time except Sunday in a week and excluding AW Centre's holidays. No separate charges will be paid for it.
5. The delivery time must not exceed the time given by the respective CDPOs while issuing the work order for their projects.
6. Tenderer must have possessed vehicular arrangement under his/her control for transportation of such food commodities. Documents in support of such ownership/possession should be submitted. In case, a tenderer arranges a vehicle on contract, the contract should be registered.

7. In the absence of both the above documents, an affidavit has to be sworn in to the effect that the particular vehicle owner shall place his/her vehicle during the need of the tenderer for transportation purpose (vehicle class and number are to be mentioned in affidavit).
8. Contractor will have to abide by the necessary directions issued by the CDPO regarding preparation of reports, returns of Challans and their timely submission to the office. For each A.W Centre 03(Three) Challan are to be prepared one for AWW, one for office and rest one for self along with statement of delivery Zone wise/G.P. wise. Cost of preparation of challan will be borne by the Tenderer. Challan should be submitted at the office of the CDPO after proper signature of Anganwadi Worker / competent person at centre level.
9. The Tender (s) should have to submit Credential Certificate/ Payment Certificate as a proof of similar type of works for the financial year 2016-17, 2017-18 & 2018-19. Certificates for satisfactory similar works to Govt. Organization should also to be enclosed. (Self attested copy).
10. Penal Clause: If the contractor fails to carry the food-staff to the Anganwadi Centres within the stipulated time as mentioned in the work order, the contractor will have to pay ₹200/- (Rupees Two Hundred) only per day as penalty for delay of supply and the penal amount will be deducted from his bills.
11. Earnest Money amounting to Rs. 5,000/- (Rupees Five thousand only) will have to be deposited duly pledged in favour of Child Dev. Project officer by Bank draft.
12. Successful Tenderer will have to deposit Security Money of Rs. 1,00,000/- (Rupees One Lakh) only for the Project having AWCs 300 and above & Rs. 50,000/- (Rupees Fifty Thousand) only for the Project having AWCs less than 300 in the form of Bank Draft/ DCR /NSC duly pledged in favour of respective Child Dev. Project officer.
13. The Sealed Envelope containing rate as per schedule and necessary documents should be specifically super scribed in capital letters "TENDER FOR CARRYING CUM STORING OF ICDS FOOD STUFFS/ ICDS MATERIALS OF \_\_\_\_\_ (Name of Project) ICDS PROJECT, NADIA VIDE TENDER NOTICE NO. \_\_\_\_\_".

### **Common and General Terms and condition**

- 1) The rate must be clearly written both in words and figures as per the prescribed schedule attached to the tender notice. Any overwriting and correction should be authenticated by putting the dated full signature of the Tenderer in each case.
- 2) No conditional rate will be accepted. Abnormally or irrational low rate in comparison with the present market price/ cost will be rejected forthwith.
- 3) The final acceptance of the tender is subject to the approval of the District Level Tender Committee, Nadia.
- 4) In case of Co-operative Society, Certificate of exemption regarding Earnest Money/Security Money must be duly recommended by the A.R.C.S in the name of the Co-operative to be obtained regarding participation of the said Co-operative in this particular tender. The Exemption Certificate should be issued after floating date of this tender notice.
- 5) After final acceptance of the tender the successful tenderers will have to execute an agreement on non-judicial stamp paper of Rs.50/- in a format as prescribed by the competent authority and the cost of the same will be borne by the tenderers.
- 6) Failing of sign the contract deed on the part of the successful contractors within seven days of information will be liable to legal action such as forfeiture of Earnest Money.
- 7) Any breach of contract, pro-judicial activity against the interest of the project, non compliance of the Govt. rules etc. will lead to forfeiture of Earnest Money, Security Money or both as deem fit and he will be black listed.
- 8) Payment will be made only when fund for payment will be received by this office from the Deptt. of Child Dev. Govt. of West Bengal. The tenderer will have to work as per contract even in fund is not available and non compliance of work because of non-payment will not be tolerated. Necessary income tax and sales tax will be deducted from the bills of the contractors as and when applicable.
- 9) In case of any dispute / litigation the decision of the Tender Committee will be final. The Tender Committee does not bind itself to accept the lowest rate or to give any reason for rejection or acceptance thereof and reserves the right to accept or reject any or all tenders without assigning any reason thereof.

- 10) A notary affidavit to the effect that the tenderer or his organization has not been blacklisted by the Govt. in any part of India & no criminal case is pending against him/his organization in any court of law in India should be submitted along with the tender papers.
- 11) The accepted rate will remain valid for one year. In no case the rate will be increased. If situation demands tenderer must continue the work (after validity period) at the same rate and with the same terms and conditions and subject to the approval by the District Level Tender Committee, Nadia.
- 12) Any shortage or damage during transit from ICDS Project godown to all AWCs shall be replenished by the Contractor/Contractors as per Govt. rules.
- 13) Work order issued by the competent authority must be carried out within the stipulated period, failing which authority reserves the right to terminate the agreement ex-parte.
- 14) The tender inviting authority reserves the right to accept/reject any/all tender/tenders without assigning any reason whatsoever. There shall be no provisions for arbitration.

### III) Issuance of Tender Form:

Tender Schedule along with Terms and Conditions shall be obtained from the respective Office of the CDPO on production of valid Trade License, Credential Certificate and Approved plan / Sketch map of the Godown with dimension and layout of the locality of godown from 31<sup>st</sup> October to 11<sup>th</sup> November, 2019 from 11.00 am to 3.00 pm in all working days free of cost.

  
District Programme Officer (ICDS),  
Nadia

Memo No: 949/1(26)/ICD(N)

Date : 23-10-2019

Copy forwarded for information & necessary action to:

- 1) The Additional Executive Officer, Nadia Zilla Parishad, Krishnagar, Nadia.
- 2) The District Information and Cultural Officer, Nadia.
- 3) The Sub-Divisional Officer, Krishnagar Sadar, Nadia.
- 4) The Sub-Divisional Officer, Kalyani, Nadia.
- 5) The Sub-Divisional Officer, Ranaghat, Nadia.
- 6) The Sub-Divisional Officer, Tehatta, Nadia.
- 6-23) The Child Development Project Officer, \_\_\_\_\_ (All) ICDS Project.
- 24) The PA to the District Magistrate, Nadia.
- 25) The PA to the Additional District Magistrate (ZP), Nadia
- 26) The Office Notice Board.

  
District Programme Officer (ICDS),  
Nadia

**SCHEDULE FOR SUBMISSION OF TENDER RATE**

Tenderer must have to submit rates as per the following proforma:

To: The District Programme Officer (ICDS),  
Nadia

Sub: Submission of Tender rate.

Sir,

With reference to your Tender Notice No. \_\_\_\_\_ dated: \_\_\_\_\_, the rate is given as follows for your kind consideration for \_\_\_\_\_ ICDS Project.

Sl. No.	Name of the Work	Rate ( both in Figures and in words) in Rupees per quintal
1	Storing & Carrying of foodstuffs / other materials from Project godown to different Anganwadi Centres of that Project.	Rs. _____ ( Rupees _____ ) only per quintal

On acceptance and approval of the rate quoted by me / us, I/we shall agree to abide by all terms and conditions as laid down in the Tender Notice No. \_\_\_\_\_ dated: \_\_\_\_\_, and also comply the work Order as will be issued to me / us by the Child Development Project Officer, \_\_\_\_\_ ICDS Project, Nadia, time to time in the interest of the Project.

Date:

Signature of the Tenderer with Seal

Address:

e-mail ID:

Contact No.: