

**Department of Youth Services  
Government of West Bengal  
Standard Buildings  
32/1, B.B.D. Bag (South)  
Kolkata-700001  
Notice inviting e-Tender**

**TENDER NOTICE**

**Tender Reference No : WBDYS/WBMAF/NIT-351/2015-2016** Dated: 24<sup>th</sup> February, 2016

The Special Secretary, Department of Youth Services, Government of West Bengal invites e-Tender for supplying some specified mountaineering equipments for the West Bengal Mountaineering And Adventure Sports Foundation, a registered autonomous body under administrative control of this Department. The Tender forms and other details may be obtained from the Departmental website: [www.wbyouthservices.in](http://www.wbyouthservices.in) and <http://wbtenders.gov.in>.

Sl. No	Purpose of the Tender	Earnest Money (Rs.)	Price of Technical & Financial Bid documents and other annexures (Rs.)	Period of Completion	Eligibility of Contractor
1	<b>Supplying some specified mountaineering equipments for the West Bengal Mountaineering And Adventure Sports Foundation</b>	<b>Rs. 20,000.00 (Rupees Twenty Thousand Only) in favour of "The Director, Youth Services" by DD payable at Kolkata</b>	<b>NIL (As per GOV. Order)</b>	<b>15 Days from the date of commencement.</b>	<b>Bonafied, resourceful outsiders having Credential for supplying of equipment in similar nature in last three years worth Rs. 5 Lakhs.</b>

Sd/-  
(Uttam Kumar Patra)  
Special Secretary to the Government of West Bengal  
Department of Youth Services

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**Rules & Regulations and Terms & Conditions**

1. Towards e-filling of the Tender forms, the intending tenderer may download the tender documents from website : [www.wbyouthservices.in](http://www.wbyouthservices.in) in <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Earnest money should be deposited through Demand Draft/Pay Order issued from any Nationalized Bank in favour of The Advisor, West Bengal Mountaineering and Adventure Sports Foundation (vide Annexure-III).
2. The filled in tender form, duly digitally signed, should be submitted in the Website: [www.wbyouthservices.in](http://www.wbyouthservices.in) in <http://wbtenders.gov.in> within the stipulated date and time.
3. The original part of online submission of earnest money and/or necessary documents should be submitted physically to the office of the Special Secretary, Department of Youth Service by 09.03.2016 within 3.00 P.M
4. In case of Partnership Firm (s), the pledged instrument (s) must reflect the name (s) of the firm as well as the name (s) and address (s) of the partner/partners who is/are authorized to place the same as per valid partnership deed (s). For claiming exemption from depositing Earnest Money scan copy of adequate Fixed Security Deposit Receipt must be documented through e-filling.
5. In case of Registered Co-operative Societies the documents of credentials showing satisfactorily completion of a single work in Indian Mountaineering Foundation and/or Himalayan Mountaineering Institute should be documented through e-filling. Audited balance sheet showing accounts upto previous year and öCertificate of Registrationö and öCertificate for validity of registrationö from the respective Assistant Registrar of Cooperative Societies, Bye-Laws, Professional Tax Deposit Challan/Professional Clearance Certificate, PAN CARD etc. must be documented through e-filling
6. Tenders are to be submitted online to the website: [www.wbyouthservices.in](http://www.wbyouthservices.in) in <http://wbtenders.gov.in>. in two folders at a time for each item, one in Technical Proposal and the other in Financial Proposal before the prescribe date and time using the Digital Signature Certificate. The documents are to be uploaded virus scanned copy duly Digitally Signed.
7. The bidder whose bid has been accepted will be notified by the Tender Inviting and Accepting Authority by a letter of acceptance. The letter of acceptance will constitute the formation of the contract.
8. The successful tenderer (s) will have to arrange at his own cost for supply of the mountaineering equipments at the office premises/godown of the West Bengal

Mountaineering and Adventure Sports Foundation situated in the Vivekananda Yuba Bharati Krirangan, Salt Lake, Kolkata.

9. A penalty will be charged upon the successful bidder if he fails to supply the equipments at time and/or the standard/quality of the item which he/she promised to supply.

10. The Special Secretary to the Government of West Bengal reserves the right to refuse the permission to any applicant without assigning any reason what so ever and no challenge against such refusal will be entertained.

11. The Special Secretary to the Government of West Bengal reserves the right to cancel of any tenderer and/or all tenderers and to change/modify any or all the terms and conditions and not to purchase any of the items mentioned in the tender form.

12. Technical specifications have been mentioned in Annexure-I.

13. Willing bidders will submit their Rate as per proforma notified in Annexure-II.

**Sd/-**

(Uttam Kumar Patra)

Joint Secretary to the Government of West Bengal  
Department of Youth Services

**Tender Reference No : WBDYS/WBMAF/NIT-351/2015-2016** Dated: 24<sup>th</sup> February, 2016

Copy forwarded for information to the:

1. P.S. to M.I.C of this Department.
2. P.S. to the Principal Secretary of this Department.
3. P.A. to the Special Secretary of this Department.
4. Additional Director, Directorate of Youth Services.
5. Deputy Secretary, Department of Youth Services.
6. Advisor, West Bengal Mountaineering and Adventure Sports Foundation.
7. Joydeb Chattopadhyay
8. Anil Singh, Directorate of Youth Services

**Sd/-**

(Uttam Kumar Patra)

Special Secretary to the Government of West Bengal  
Department of Youth Services

**Date and Time Schedule:**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Date &amp; Time</b>
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	26.02.2016
2	Documents download start date (Online)	26.02.2016 at 14:00 hrs
3	Bid submission start date (On line)	26.02.2016 at 14:30 hrs
4	Bid Submission closing (On line)	09.03.2016 at 15:00 hrs
5	Last Date of submission of DDs for Earnest Money Deposit (Off line)	09.03.2016 at 15:00 hrs
6	Bid opening date for Technical Proposals (Online)	10.03.2016 at 14:00 hrs
7	Date of uploading list for Technically Qualified Bidder(online)	10.03.2016 at 14:30 hrs
8	Date for opening of Financial Proposal (Online)	10.03.2016 at 15:00 hrs

SECTION 6 A

## INSTRUCTION TO BIDDERS

### **General guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

#### **a. Registration of Contractor:**

Any contractor 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 <http://wbtenders.gov.in> . The contractor is to click on the link for e-Tendering site as given on the web portal.

#### **b. Digital Signature certificate (DSC):**

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. above. DSC is given as a USB e-Token. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

#### **c. Participation in more than one work:**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job then all his applications will be rejected for that job.

#### **d. Submission of Tenders:**

Tenders are to be submitted through online to the website stated in Clause A.1. in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & 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).

## Technical Proposal:

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

**a. Statutory Cover Containing the following documents:**

i. Demand Draft / Bankers Cheque towards Earnest Money (EMD) of Rupees Fifty Thousand in favour of **The Advisor, West Bengal Mountaineering and Adventure Sports Foundation.**

ii. NIT

**b. Non-statutory Cover containing the following documents:**

- Vat Registration Certificate & Acknowledgement.
- PAN
- Services Tax
- P Tax (Challan) (2014-15).
- Latest IT Return.
- Proprietorship Firm (Trade License)
- Partnership Firm  
(Partnership Deed, Trade License)
- Ltd. Company  
(Incorporation Certificate, Trade License)
- Society  
(Society Registration Copy, Trade License, Power of Attorney)
- Credential for supplying of equipment in similar nature in last three year worth Rs. 5 Lakhs
- Audited Balance Sheet for last 3 years

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

Click the check boxes beside the necessary documents in the My 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.	Sub-Category Description	Detail(s)
A	Certificate(s)	Vat Registration Certificate & Acknowledgement. PAN Services Tax P Tax (Challan) (2014-15). Latest IT Receipt.
B	Company Detail	Proprietorship Firm (Trade License)

		Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney.
C	Credential	Credential for supplying of equipment in similar nature in last three year worth Rs.5 Lakhs
D	Balance Sheet	Balance Sheet 14-15 Balance Sheet 13-14 Balance Sheet 12-13

#### **Tender Evaluation Committee (TEC)**

1. Evaluation Committee constituted has been formed for this purpose with the following members:

- a. Special Secretary ó Youth Services
- b. Joint Director ó Youth Services
- c. Deputy Secretary ó Youth Services
- d. Deputy Director ó Youth Services
- e. Advisor, West Bengal Mountaineering & Adventure Sports Foundation

#### **Opening & evaluation of tender:**

#### **Opening of Technical Proposal:**

2. Technical proposals will be opened by the Evaluation Committee and their authorised representative electronically from the website using their Digital Signature Certificate (DSC).
3. Intending tenderers may remain present if they so desire.
4. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
5. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
6. Summary list of technically qualified tenderers will be uploaded online.
7. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
8. During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

## 1. Financial Proposal

- a. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate (Presenting Above / below / at par) online through computer in the space marked for quoting rate in the BOQ.
- b. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.
- c. Penalty for suppression / distortion of facts: If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.
- d. Rejection of Bid: Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.
- e. Award of Contract:  
The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance.
- f. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in Sl. No. 1 of N.I.T. along with requisite cost through Demand Draft / Pay Order issued from any nationalised bank in favour of **The Director, Youth Services** within time limit to be set in the letter of acceptance.

Sd/-  
(Uttam Kumar Patra)  
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**NOTIFICATION**

1. No tender fees will be charged for this particular tender
2. On acceptance of the bid of a bidder or bidders more than one, wholly or partially for a particular item or more items, the bidder/bidders must enter into a Contract with this Department immediately.
3. The Tender Inviting and Accepting Authority reserve the right to accept or to cancel any tender at any time without showing a reason thereon.

(Uttam Kumar Patra)  
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Annexure-I

**Department of Youth Services  
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**Description of the Items**

<b>Sl No.</b>	<b>Item Name</b>	<b>Description</b>	<b>Quantity</b>
1	<u>Yangshuo</u> or equivalent	Large, Jugs, Dual fixing	10 pieces.
2	<u>Grab it</u> or equivalent	XL, Jugs, Dual fixing	20 pieces.
3	<u>Bomber</u> or equivalent	Large, Jugs, Dual fixing	15 pieces.
4	<u>Tic</u> or equivalent	Medium, Jugs, Dual fixing	20 pieces.
5	<u>Ablone</u> or equivalent	Small, Crimps, Dual fixing	15 pieces.
6	<u>Ablone</u> or equivalent	XL, Sloppers, Dual fixing	10 pieces.
7	<u>Ripples</u> or equivalent	Large, Sloppers, FHC	20 pieces.
8	<u>Tension</u> or equivalent	Large, Pockets, Dual fixing	10 pieces.
9	<u>Stone Pulse</u> or equivalent	S, Assortment, Dual fixing	30 pieces.
10	<u>Club 50</u> or equivalent	A, Assortment, Dual fixing	50 pieces.
11	<u>Club 2</u> or equivalent	A, Assortment, Dual fixing	48 pieces.
12	<u>Club 3</u> or equivalent	A, Assortment, Cap Head Bolt	50 pieces.
13	<u>Salathe 2</u> or equivalent	A, Assortment, Cap Head Bolt	30 pieces.
14	<u>Salathe 3</u> or equivalent	A, Assortment, Dual fixing	30 pieces.

15	<u>Ablon</u> or equivalent	Large, Assortment, Dual fixing	10 pieces.
16	<u>Tension</u> or equivalent	Large, Pockets, Dual fixing	20 pieces.
17	<u>Roedllar</u> or equivalent	Medium, Pinches, Dual fixing	10 pieces.
18	<u>Mineral Spirit 1</u> or equivalent	Large, Pinches, Dual fixing	10 pieces.
19	<u>Panic</u> or equivalent	Medium, Pinches, Dual fixing	10 pieces.
20	<u>Block 40</u> or equivalent	A, Assortment, Dual fixing	40 pieces.
21	<u>IFCS Speed Holds Foot</u> or equivalent	XS, Feet, Cap Head Bolt	16 pieces.
22	<u>IFCS Speed Holds Hand</u> or equivalent	XXL, Jugs, Dual fixing	24 pieces.
23	<u>Fine-Grain In cuts</u> or equivalent	Small, Crimps, Dual fixing	15 pieces.
24	<u>Tufa MS 9</u> or equivalent	Macros	01 piece.
25	<u>Tufa MS 10</u> or equivalent	Macros	01 piece.
26	<u>Tufa MS 11</u> or equivalent	Macros	01 piece.
27	<u>Tufa MS 12</u> or equivalent	Macros	01 piece.
28	<u>Tufa MS 13</u> or equivalent	Macros	01 piece.
29	<u>Tufa MS 14</u> or equivalent	Macros	01 piece.
30	<u>Tufa MS 15</u> or equivalent	Macros	01 piece.
31	<u>Tac</u> or equivalent	Medium , Feet, Cap Head Bolt	10 pieces.
32	<u>Toe</u> or equivalent	Medium, Jugs, Dual fixing	10 pieces.

- Imported Company Certified Holds.
- PE (Polyester).

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