

**E-TENDER NOTICE FOR PURCHASE AND INSTALLATION OF TWENTY FIVE WATER PURIFIERS  
AT THE NEW ADMINISTRATIVE BUILDING OF WEST BENGAL JUDICIAL ACADEMY,  
RAJARHAT**

**(Submission of Bid through NIC e-tender Portal)**

**Memo No. 826/1/WBJA/Dev.-51/16-17**

**Date-4/11/2016**

Director, West Bengal Judicial Academy is inviting tender for obtaining the rate of integrated UV based water purifier with in-built storage cooler from vendors / bidders. The participants are to deposit earnest money by Demand Draft of Rs.50,000/- (Rupees fifty thousand only) from any Nationalised Bank, in favour of the Director, West Bengal Judicial Academy. Scanned copy of the D/D must be uploaded along with other documents in the technical bid portion.

Name of Item	Earnest Money	Application Money
Integrated UV based Water Purifier with in-built storage cooler	Rs.50,000/- per bidder	Nil

**List of instrument:**

Sl. No.	Name of Instruments	Capacity	Quantity
1	Integrated UV based Water Purifier with in-built storage cooler	80 litre minimum	Twenty five (25)

**1. General Instruction :**

In the event of e-filing, intending vendor/bidder may download the tender documents free of cost from the website – <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate. The tender document may also be seen in the West Bengal Judicial Academy's website – [www.wbja.nic.in](http://www.wbja.nic.in)

**2. Submission of bids:**

Both Technical bid and Financial bid are to be submitted concurrently duly digitally signed, in the website – <http://wbtenders.gov.in>. All submission must be in English.

**3. Time Schedule for e-tender – as detailed in Clause 20.**

4. Intending vendors/bidders are required to quote the price in INR only, including cost of insurance, custom duty, entry tax, packaging, forwarding, freight charges, clearing charges and installation of the new instrument with accessories and AMC for the first year.

5. Vendor /bidder should submit credentials of a similar nature of work of the minimum value of **70%** of the estimated amount accomplished during five years prior to the date of issuance of this Tender Notice.

**6. Submission of Tender:**

The tender is to be submitted in two bid system.

**(A) Technical Bid:**

**(B)**

(a) Statutory Cover containing the following documents :

1. COVER "A"

**"BID A" : PART I**

One folder of multiples files of scanned pages containing the following documents-

A	Documents of submission of EMD
B	Authorization letter of signatory from Manufacturer / Distributor
C	Income Tax Returns submitted for the F.Y. 2013-14, 2014-15, 2015-16
D	VAT (of the last quarter) for the years 2013-14, 2014-15, 2015-16

**"BID A" : PART II**

**Technical Specifications of Items**

B. Non Statutory Cover containing the following documents

Sl. No.	Category	Category Description
A	Certificates	1.PAN Card of the authorized signatory
		2.Professional Tax Registration Certificates
		3.VAT Registration Certificate
B	Vendor's / bidder's details	1. Certificate of country of origin in case of company
		2.Trade License specifying the object clause of supplying water purifiers
		3.Registration with Registrar of Company
		4.Manufacturer's guarantee

		5. Certificate of successful installation of the products of similar nature for the last five years.
C	Financial Info.	1. Audited P/L & Balance sheet 2013-14
		2. Audited P/L & Balance sheet 2014-15
		3. Audited P/L & Balance sheet 2015-16

## 2. COVER "B"

### **[B] FINANCIAL BID "B"**

The Folder as "Financial Bid" shall contain base price in INR only including **one year onsite warranty** of the entire system (including all spare and labour), cost of insurance, packing, forwarding, freight charges, clearing charges, custom duty and installation of the new instrument to be purchased. The charges for AMC for 3 years after the expiry of the aforesaid warranty period should be mentioned separately. The tenderers are required to submit the hard copies of Bid A as per schedule more clearly described in the time schedule (Ref.- Point No.20). Submission of hard copy of Bid A to the Director, Office of the West Bengal Judicial Academy, Bijan Bhawan, HA-334, Sector-III, Salt Lake, Kolkata- 700 097 is for reference only while examining the technical bid online and will not be treated as substitute for online submission. **Submission of hard copy of Bid B is totally prohibited.**

### 7. Evaluation of Tender:

During the tender evaluation process, the "Bid A" will be opened first. Those tenderers who have qualified the essential & other requirements will be identified and only their "Bid B" i.e. financial bid will be opened. The "Bid B" (Financial Bids) of only these tenderers passing the essential and other requirement test will be opened then, subject to verification of hard copies of the audited balance sheet and Profit & Loss Accounts of the Tenderer for the last three years i.e for the year 2013-14, 2014-15 & 2015-16.

If found suitable on the basis of above pre-qualification, the tenderer quoting the lowest rate, will be considered as successful.

### 8. Earnest Money:

The earnest money of the tenderer is liable to be forfeited if the tenderer withdraws his tender as a whole or for any particular item or items at any stage after the opening of the tender, or fails / refuses to enter into written agreement for any or all of the items of his accepted tender within the time specified when requested to do so or fails to furnish Performance Bank Guarantee within the stipulated time.

### 9. Rate :

The basic rate should be furnished inclusive of **one year onsite warranty** of the entire system (including all spare and labour), Customs Duty, Transportation Cost, Insurance, Freight, Testing charges, Incidental Charges etc. but excluding VAT which shall be quoted separately in the Tax Invoice.

Percentage of VAT is to be mentioned in the appropriate Column of the Tax Invoice. STDS & TDS will be deducted at the time of payment as per Govt. rules.

**10. Order & Supply:**

Orders for the supply of the approved products will be placed with the successful tenderer after execution of agreements and such supply shall have to be made either in bulk or in such installments as may be fixed or spread over the period to be specified in the supply orders to be made in pursuance of the agreements. The successful tenderer will have to supply within the specified time schedule that has been assured at the time of selection as supplier.

**11. Withdrawal /Cancellation & Purchase Procedure of Tendering Authority:**

The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any tenderer, shall be treated as cancelled.

The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the tenderer will not be allowed.

Purchase will, however be made following the existing purchase policy of the Govt of West Bengal and its amendment(s) made from time to time. The purchase policy of the State Government as provided in the West Bengal Financial Rules (as amended) and purchase procedure vide Notification No. 10500-F dated 19.11.04, 5400-FY dated 25.06.2012 and subsequent relevant orders should be observed in considering the tenders.

**12. Important Instruction with regard to submission of tender:**

The rate should be quoted in Indian Rupees for a particular brand or model / model no. of the offered item only as mentioned in the appropriate column of the 'Tender Form'. (Alternative offer will not be accepted). The tender shall be cancelled for the quotation of item without its brand name, model, model no. etc. The detailed information regarding the manufacturer and the item quoted in the 'Tender Form' should be furnished.

**13. Spare Parts:**

The successful Bidder / tenderer will undertake that supplies of necessary maintenance equipment and spare parts will be made available for all items/equipment and the complete system for at least four years (one year warranty and three years AMC period) on a continuing basis. However, this does not relieve the supplier of any warranty obligations under the contract.

**14. Guarantee / Warranty Period:**

The tenderers must quote for 1 year comprehensive onsite warranty of entire system (including all spares & labour) from the date of completion of the satisfactory installation.

15. **After Sales Services and Maintenance Contract:**

a. After sales service must be provided by the supplier, during and after the warranty period of the equipment. Details along with the comprehensive maintenance charges for 3 years after warranty should be quoted separately in the Tax Invoice.

15.1. Any lacuna or lacunae noticed in the functioning of the installation as a result of any design feature shall be rectified by the supplier free of cost.

16. **Delivery, Installation and Commissioning**

Delivery of the goods at the purchaser's premises shall be completed by the Supplier in accordance with the terms specified by the purchaser.

The installation, testing and commissioning of the proposed system shall be completed in accordance with the order. All items are to be delivered and installed within 14 days from the date of placement of order.

**\*\*\*Penalty Clauses:**

**PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRADULENT/ MISLEADING DOCUMENTS:**

If during the tender process or at any stage during the validity of the tender period, it is found that a tenderer(s) has formed a cartel in what so ever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money and forfeiture of Performance Bank Guarantee.

17. **Agreement:**

On a tender being accepted, intimation of acceptance will be forwarded to the tenderer by Director, West Bengal Judicial Academy. After communication of the same, the tenderer will have to execute agreement in the prescribed form with the Director, West Bengal Judicial Academy.

18. **Performance Bank Guarantee:**

The performance bank guarantee will be mandatory for all vendors. The successful tenderer shall be required to furnish the 'Performance Bank Guarantee of **Rs.2,00,000/-** at the time of executing agreement.

19. **Payment Terms:**

Payment will be made by e payment system through ECS after execution of due supply as ordered subject to supply of the materials as per specification as provided in the tender documents and the catalogue. Supply of the materials must be made within the stipulated period as specified in the work orders.

The status of orders, Goods receipt note and payments will be available on-line for the vendors in the

vendors' portal from the website [www.wbetenders.gov.in](http://www.wbetenders.gov.in).

On being selected, the successful vendor will have to submit one application to the Tender Committee, West Bengal Judicial Academy stating the name of the payee/recipient, Bank account no with MICR code, IFSC of the payee/recipient for making e payment. Payment will only be released after satisfactory installation and verification of following items.

1. Vendor's invoice in original
2. Packing List

**20. Dates & Information :**

Sl. No.	Items	Publishing date(s)
1	Date of uploading of N.I.T. Documents (online) from this end	04.11.2016
2	Documents downloaded / start date (online)	04.11.2016
3	Date of hoisting of documents at Departmental Website ( <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> )	04.11.2016
4	Bid Submission starting (online )	04.11.2016
5	Bid Submission closing (online)	28.11.2016at 05.00 p.m
6	Bid opening (Bid A)	29.11.2016at 12.00 p.m
7	Date of uploading list for Technically Qualified Bidder (online) (Bid A)	29.11.2016onward
8	Date for opening of Financial Proposal (Bid B) (online)	29.11.2016onward
9	Date of uploading of list of bidders along with the approved rate	29.11.2016onward

**THE TENDER COMMITTEE, WEST BENGAL JUDICIAL ACADEMY RESERVES THE RIGHT TO CHANGE THE ABOVE SCHEDULE IN CASE OF ANY EXIGENCY AFTER PUTTING UP A NOTICE IN THE E-TENDER PORTAL AND WEBSITE OF WEST BENGAL JUDICIAL ACADEMY.**

21. **Validity of Tender** :

The tender will remain valid up to the period of 14 days from the date of acceptance of the tender. No objection in this respect will be entertained by any Bidder who will remain present during opening of bid, or from any Bidder who will remain absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.

During the scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found to be incorrect/ manufactured/ fabricated, then the bidder would not be allowed to participate in the tender and that application will be out rightly rejected without any prejudice.

The Tender Selection Committee under the West Bengal Judicial Academy reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

Director,  
West Bengal Judicial Academy

Memo No. - **826/1/1/WBJA/Dev.-51/16-17**

Dated: 4<sup>th</sup> of November, 2016

Copy forwarded for information to: -

1. The Secretary, Judicial Department, Government of West Bengal, Writers Buildings, Kolkata- 700 001.

Director,  
West Bengal Judicial Academy

**ANNEXURE – I****(SPECIFICATIONS)**

1. Name of the Item: Integrated UV based Water Purifiers with in-built storage cooler
2. Specifications-
  - i. Integrated UV based water purifier with in-built storage cooler.
  - ii. Water filter rate – 50 Litre per hour (minimum).
  - iii. Water Storage capacity – 80 Litre (minimum).
  - iv. Two (2) Faucets.
  - v. Outside body- partly stainless steel.