

Office of the Director,
West Bengal Judicial Academy,
Bijan Bhawan, HA-334, Sector-III, Salt Lake, Kolkata- 700097
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NOTICE INVITING E-TENDER FOR PROCUREMENT OF SINGLE AIR CONDITIONED FORCE TRAVELLER (26+1) SEATER BUS (COLOUR WHITE) BY THE DIRECTOR, WEST BENGAL JUDICIAL ACADEMY

(Submission of Bid through *NIC e tender portal*)

Memo No.- 120/WBJA/Dev.-61/16-17

Dated:03/05/2017

The Director, West Bengal Judicial Academy having its office at Bijan Bhawan, Sector-III, Salt Lake, Kolkata-97 invites e- tender from eligible and qualified tenderers for supply of single AIR CONDITIONED FORCE TRAVELLER (26+1) SEATER BUS of white colour for the use of plying trainee Judicial Officers.

2. Requirements

SI No	Items	Quantity	Earnest Money In rupees	Eligibility of Bidder
1	AIR CONDITIONED FORCE TRAVELLER (26+1) SEATER BUS (COLOUR WHITE) Engine name – TD 3250 Engine type -5 Cylinder, 16 valves, Inline, CRDI,VGT, diesel engine with Dual mass fly wheel. Displacement (cc) : 3245 Max. power (kW@rpm) : 85 kW @ 2800 rpm Max Torque (Nm@rpm) : 320Nm@1400-2400 rpm Fuel system : Common Rail system Emission status : BS IV Transmission	01	50,000/-	Vehicle Manufacturer / Authorised Dealers of the Vehicle Manufacturer having at least one service centre at Kolkata

	<p>Type : G-32-M/5 Gears : 5 Forward 1 Reserve</p> <p><u>Axles</u> Make and Type : Front Axle – Dead Rigid Rear Axle – Live Rigid</p> <p>Suspension Front & Rear : Semi-elliptic Leaf Spring Shock Absorbers (Front & Rear) : Hydraulic Telescopic double acting. Anti Roll Bar (Front & Rear): Antiroll Bar.</p> <p><u>Steering</u> Steering type : Power Steering</p> <p><u>Clutch</u> Clutch type : Dry friction, single plate & hydraulically actuated Brakes : Dual Circuit, Hydraulic Vacuum assisted with ABS & EBD (optional) Front & Rear : Ventilated Brake Disc on all wheels. Parking Brake : Mechanical Tyres & Wheels: Front – Two, Rear-Court & Spare-one Tyres : Radial- 215/75 R15 Wheels : 6.0J x 15</p> <p><u>Chassis</u> Type of Chassis : Monocoque construction varying with box section.</p> <p><u>Exterior Dimensions</u> Overall length (mm) : 6770 Overall width (mm) : 2225 Overall height (mm) : 2870 Wheel Base (mm) : 4020 Ground Clearance (mm) : 190 Gross Vehicle Weight (kgs) : 5750 Seating Capacity : 26 + D Fuel Tank Capacity (Litres) : 70 Turning Radius (m) : 7.00</p>			
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3. Delivery

The item will be delivered at West Bengal Judicial Academy, Plot No.III/B-10, Action Area-III, New Town, Rajarhat, Kolkata- 700 156 by Supplier within 15 days from date of notification of award / supply order. (Tenderer may quote earliest delivery period).

The Tender should be addressed to the Director of West Bengal Judicial Academy. Tenderer may download tender enquiry documents free of cost from website of www.wbtenders.gov.in and from www.wbja.nic.in. Any subsequent notice regarding this tender shall be uploaded on these two websites only.

Date and Time Schedule

Sl. No.	Particulars	Date & Time
1	Date of publishing N.I.T. & other Documents online	03.05.2017 at 04.00 p.m.
2	Online documents download start date	04.05.2017 at 12.00 hours
3	Online documents download end date	25.05.2017 at 2.00 p.m.
4	Online Bid submission start date	04.05.2017 at 12.00 hours
5	Online Bid Submission closing date	25.05.2017 at 2.00 p.m.
6	Online Bid opening date for Technical Proposals	26.05.2017 at 12.00 hours
7	Date of online uploading list for Technically Qualified Bidders	To be notified later
8	Date of online opening of Financial Proposal	To be notified later
9	Date, venue for physical demonstration and inspection of specimen item by Director, West Bengal Judicial Academy	To be notified later

Director, West Bengal Judicial Academy

6. General Instructions to Tenderer(GIT)

In the event of e-filling, intending bidder may download the tender documents free of cost from the website : www.wbtenders.gov.in. directly with the help of Digital Signature Certificate or from the West Bengal Judicial Academy's Official website www.wbja.nic.in & necessary earnest money may be transmitted online as per Notification no. 3975-F(Y) dt. 28.07.2016 of Audit Branch, Finance Department, Government of West Bengal in favour of the Director, West Bengal Judicial Academy.

6.1. The vehicle should have to be registered as Government Vehicle and all expenses in connection with registration will have to be incurred by the selected vendor.

7. Eligible and Qualified Tenderers

7.1 Vehicle Manufacture / Authorised Dealers of the Vehicle Manufacture.

7.2 Having at least one service centre at Kolkata.

8. Tendering Expense

The tenderer shall bear all costs and expenditure incurred and/or to be incurred by their end , in connection with the tender including its preparation, mailing and submission of its tender and for subsequent processing of the same. The purchaser will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

9. Clarification of TE documents

A tenderer requiring any clarification or elucidation on any issue of the TE documents may take up the same with the purchaser in writing. The purchaser will respond in writing to such request provided the same is received by the purchaser not later than twelve days prior to the prescribed date of submission of tender.

10.1 Documents comprising the e-Tender

Instructions to bidders for electronic submission of tender

10.2 Registration of Bidder

A bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, by logging on to <https://wbtenders.gov.in>. The bidder is to click on the link for e-Tendering site as given on the web portal

10.3 Submission of Bids

Bids are to be submitted online to the website <https://wbtenders.gov.in> in two folders before the prescribed date and time using Digital Signature Certificate (DSC).

The two folders are:

- 1) Technical Proposal: containing Statutory Cover and Non-statutory cover
- 2) Financial Proposal: containing Bill of Quantities.

11. Technical Proposal: Statutory Cover

11.1. Statutory Cover shall contain the following documents:

A) Tender Documents:

- i) Application to participate in tender as per Tender Form
- ii) Notice Inviting Tender

B) Proof regarding online remittance of earnest money in favour of the Director, West Bengal Judicial Academy, as per Notification no. 3975-F(Y) dt. 28.07.2016 of Audit Branch, Finance Department, Government of West Bengal.

11.2. Non Statutory Cover will contain following documents

Sl. No.	Category (name)	Sub-category (Description)	Detail(s)
A.	Certificate(s)	Certificate(s)	<ul style="list-style-type: none"> i. VAT/ CST Registration Certificate ii. VAT challan for the last year iii. Income Tax PAN iv. Income Tax return submitted for the last year v. Professional Tax (Challan) (Last year) vi. Service Tax Clearance Challan
B.	Company Detail(s)	Company Detail	<ul style="list-style-type: none"> i. Certificate of Incorporation ii. Trade Licence iii. Power of Attorney. iv. Manufacturers Authorization Certificate .
C.	Credential	Credential - 1 Credential - 2	Performance Statement along with documentary evidence
D.	Documents	Documents	All the details including Make, Model, technical data of the vehicle.
E	Financial Info.		Audited P/L & Balance sheet for the last year

12. Financial Proposal: Bill of Quantities

The financial proposal (cover) should be uploaded online through the Bill of Quantities (BOQs) for all- inclusive rate (on road Price) quoted to supply item and/ or services to consignee sites. The bidder will quote the on road price online in the space marked for quoting rate in the BOQs. Only downloaded copies of the BOQs are to be uploaded, virus scanned & digitally signed by

the tenderer.

13. Preparation of Tender Documents

13.1 All pages of the Tender documents should be page numbered and indexed.

13.2 The tender shall either be typed or written in indelible ink and the same shall be signed by the tenderer or by a person(s) who has been duly authorized to bind the tenderer to the contract. The letter of authorization shall be by a written power of attorney, which shall also be furnished along with the tender.

13.3 All the documents of the tender shall be duly signed/ digitally signed at the appropriate places as indicated in the TE documents and all other pages of the tender including printed literature, if any shall be initialled by the same person(s) signing the tender. The tender shall not contain any erasure or overwriting, except as necessary to correct any error made by the tenderer and, if there is any such correction; the same shall be initialled by the person(s) signing the tender.

13.4 It is the responsibility of tenderer to go through the TE document to ensure furnishing all required documents in addition to above, if any. Wherever necessary and applicable, the tenderer shall enclose certified copy as documentary evidence to substantiate the corresponding statement.

13.5 A tender, which does not fulfil any of the above requirements and/or gives evasive information/ reply against any such requirement, shall be liable to be ignored and rejected.

13.6 Tender sent by paper/fax/telex/cable/email etc shall be ignored.

14 Tender Prices

14.1 The Tenderer shall quote the price (in INR) of the goods and/ or services, as applicable, inclusive of all taxes and duties like CST, VAT, CENVAT, Custom Duty, Excise Duty, Service Tax ,Entry Tax, Temporary registration Charge, Road delivery charge, Motor Vehicels Clerance Change, Insurance compliance as per prevailing Motor Vehicles Rules etc. The Tenderer shall bear all charges like packing & forwarding, transportation, insurance, storage, loading/ unloading, expenses of his service personnel and any other expenses necessary in compliance with Specification of goods and/ or service.

14.2 The financial proposal (cover) should be uploaded online through the Bill of Quantities (BOQs) for all- inclusive rate quoted to supply goods and /or services to consignee sites. The bidder will quote the rate online in the space marked for quoting rate in the BOQs. Only downloaded copies of the BOQs are to be uploaded, virus scanned & digitally signed by the tenderer.

15. On Road Price

On road prices quoted by the tenderer shall remain firm and fixed during the currency of the contract and not subject to variation on any account.

16. Tender/ Bid Validity

16.1 The tenders/ bids shall remain valid for acceptance for a period of 15 days after the date of technical tender/ bid opening prescribed in the TE document. Any tender valid for a shorter period shall be treated as unresponsive and rejected.

16.2 In case the day up to which the tenders are to remain valid falls on/ subsequently declared a holiday or closed day for the purchaser, the tender validity shall automatically be extended up to the next working day.

17. Opening of Tender

17.1 The purchaser will open the tenders after the specified date and time as indicated in the NIT.

17.2 Authorized representatives of the tenderer may attend the tender opening.

17.3 Tender system as mentioned above will be as follows. The earnest money of vehicle as submitted shall be evaluated first. Then the Online Technical bids of qualified bidders shall be opened and evaluated with reference to parameters prescribed in the TE document. After this, the Online Price Bids of only the technically qualified bidders shall be opened for further evaluation.

17.4. Opening of Technical Proposals: Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the website using their Digital Signature Certificate (DSC).

17.5 In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened.

17.6 IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR TENDER BY THE BIDDER IN HIS TECHNICAL PROPOSAL IS NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

18. Scrutiny and Evaluation of Tenders

18.1 Basic Principle

Tenders will be evaluated on the basis of the terms & conditions already incorporated in the TE document, based on which tenders have been received and the terms, conditions etc. mentioned by the tenderers in their tenders. No new condition will be brought in while scrutinizing and evaluating

the tenders.

18.2 The Purchaser will examine the Tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, stamped and whether the Tenders are generally in order. The tenders, which do not meet the basic requirements, are liable to be treated as non - responsive and will be summarily ignored.

18.3 If a Tender is not substantially responsive, it will be rejected by the Purchaser.

18.4 Decrypted (transformed into readable format) documents of the non-statutory cover will be downloaded and handed over to the Tender Evaluation Committee. The Committee will evaluate technical proposals as per terms laid down in this tender document.

18.5 During evaluation the Committee will summon bidders & seek clarification /information or additional documents or original hard copies of documents submitted online. If these are not produced within specified time, the bid proposals will be liable for rejection.

18.6 The result of evaluation of technical bids, along with information regarding further steps in evaluation of the tender shall be uploaded online.

19. Withdrawal /Cancellation & Purchase Policy of Tendering Authority

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

19.2 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, the policy of price preference in particular incorporated under Notification No. 10500-F dated 19.11.04 and 5400-F(Y) dated 25.06.2012. 1526-F dt. 18.03.2014, 1956-F (Y) dt. 04.04.2014, 2254-F(Y) dt. 24.04.2014 should be observed in considering the tenders.

19.3 In case of delayed delivery the Consignee/the Director. West Bengal Judicial Academy, reserves the right of rejecting the consignment.

19.4 Conditional / incomplete tender will be rejected.

20. 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.

21. Payment Terms:

Payment will be made by e payment system through ECS after execution of due supply as ordered subject to supply of the item as per specification as provided in the tender documents and the catalogue. Supply of the item 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.wbtenders.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 delivery of the vehicle and verification of Vendor's invoice in original.

22. Delay in the supplier's performance

22.1. The supplier shall deliver the goods and perform the services under the contract within the time schedule specified by the Purchaser in the List of Requirements and as incorporated in the contract.

22.2. Subject to the above provision any unexcused delay by the supplier in maintaining its contractual obligations towards delivery of goods shall render the supplier liable to any or all of the following sanctions:

- (i) Imposition of liquidated damages,
- (ii) Forfeiture of EMD
- (iii) Termination of the contract for default.

23. Help Desk of NIC is set up in Jalsampad Bhawan, Ground Floor, Salt Lake, to help and guide the prospective bidders about their registration, holding of Digital Signature Card and allied matter.

Director, West Bengal Judicial Academy

APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full address and contact no etc)

To
The Director,
West Bengal Judicial Academy,
Bljan Bhawan, HA-334,
Sector-III, Salt Lake, Kolkata

Sub: NIT for supply of Air Conditioned Force Traveller (26+1) seater Bus

Ref:-

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation :

1. That the application is made by me / us on behalf of
In the capacityduly authorized to submit the offer.

2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period.

3. We do not accept terms and conditions as laid down under point no _____

4 We are offering rate for the following item /items and assured supply to the West Bengal Judicial Academy, Salt Lake, Kolkata:

5. We understand that :

(a) Tender Committee can amend the scope & value of the contract bid under this project.

(b) Tender Committee reserves the right to reject any application without assigning any reason;

Date :-

Signature of applicant including title
and capacity in which application is
made.