

**Government of West Bengal**  
**Directorate of Vocational Education & Training**  
**Plot B/7, 2nd floor, Action Area III, New**  
**Town;**  
**Kolkata 700 160 Phone (033) 23403635, (033) 23247892, (033) 23243447**  
**E-mail: [wbdvet@gmail.com](mailto:wbdvet@gmail.com)**

**NIT No: WBET/ DVET/ NIT-02/2019-20/VTC**

**Date: 30.09.2019**

**NOTICE INVITING TENDER FOR PROCUREMENT OF TOOLS & EQUIPMENT, ETC. RELATED TO “JR. LIFT ERECTOR” COURSE UNDER DIRECTORATE OF VOCATIONAL EDUCATION & TRAINING OF TECHNICAL EDUCATION, TRAINING & SKILL DEVELOPMENT DEPARTMENT, GOVERNMENT OF WEST BENGAL:**

Directorate of Vocational Education & Training under Technical Education, Training and Skill Development Department, Government of West Bengal invites tender from reputed manufacturers / direct importers/ Authorised Distributors/ Authorised Dealers holding valid licence for supply & installation of equipment, instruments, machineries, tools etc. across the state.

Hence sealed rates are invited from bona fide agencies having experience in similar nature of supply & installation of equipment, instruments, machineries, tools etc. The earnest money deposit of INR 10,000/- (Indian Rupees Ten Thousands only) to be deposited as Demand Draft/Banker's Cheque at the receiving section of Directorate of Vocational Education and Training at Karigari Bhawan, 2nd Floor, Plot-B/7, Action Area-III, New Town, Rajarhat, Kolkata-700160.

The L1 bidders shall have to submit the original copies (along with 1 set of duplicate copies) of documents as furnished during application to this office along with the letter of acceptance (LOA) of the letter of Intent (LOI) within seven days from the date of issue of LOI. Failure to submit the hard copy (along with 1 set of duplicate copies) with the acceptance letter of the LOI within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder and lead to cancellation and the offer might be extended to the L2 bidder.

**ELIGIBILITY CRITERIA FOR BIDDERS:**

- i. Should have a valid Trade Registration from competent authority like Trade License, etc.
- ii. Should have a valid PAN Card
- iii. Should have minimum of 03(three) years of experience in shifting logistic items across the state.
- iv. Should be required to give a declaration in the form of affidavit that they had not been banned by any government agencies and they were not convicted by court of law during their business entity for the last 3 years.

**ANNUAL TURNOVER REQUIREMENTS:**

The Bidder must have the minimum average of annual turnover for last three financial years is equal to or more than INR 25 lakh (Rupees Twenty Five lakh only) and Auditor's certificate stating annual turnover more than INR 25 lakh during F.Y. 2015-16,2016-17& 2017-18 have to be submitted (format attached as Annexure-1)

**SUBMISSION AND EVALUATION OF BIDS:**

The tender is to be submitted in two parts – Technical Bid and Financial Bid.

**Technical Bid:** The bidder would have to submit the documents for Technical Bid in the receiving section of Directorate of Vocational Education and Training at Karigari Bhawan, Rajarhat as mentioned below:

| Sl. No. | Sub - Folder          | Documents to be Submitted   |
|---------|-----------------------|---|
| 1       | Earnest Money Deposit | Scanned copy of Earnest Money Deposit demand draft  |
| 2       | Application Form      | Duly filled in application form as per Format given in <b>Annexure I</b>  |
| 3       | Certificates          | Copies of PAN Card, GST Registration / Sales Tax registration & Professional Tax registration   |
| 4       | Company/ Firm Details | Copies of TRADE Licence/ Authorisation Certificate as mentioned in eligibility criteria   |
| 5       | Credentials           | Copies of work orders (at least three) of similar nature (Compliance Sheet i.e. Credential Certificate)   |
| 6       | Financial Info        | Copies of Audited balance sheets for last three Financial Years.<br>Auditor's certificate stating annual turnover for last three Financial Years. |
| 7       | Declaration           | i) Copy of last ITR For AY 2018-19<br>ii) Copy of Last year's / last available year's return of GST   |

**Financial Bid**

“Financial Bid” shall contain the financial bids with the base rate per accounting inclusive of transportation and/or freight charges and exclusive of GST. The GST amount is to be quoted in separate column. Total amount inclusive of GST amount is to be quoted in another column. No additional cost for whatsoever purpose other than the sum total of basic rate and GST will be admissible. Charges towards waybill or the likes are to be paid by the bidder.

**11 IMPORTANT DATES:**

| Sl.No. | Items                              | Date(s) & Time              |
|--------|------------------------------------|-----------------------------|
| 1.     | Documents download start date      | 22.10.2019 at 17.00 P.M.    |
| 2.     | Date of Bid Clarification Meeting  | 24.10.2019 at 12.00 Noon    |
| 3.     | Bid Submission start date          | 25.10.2019 at 09.00 A.M.    |
| 4.     | Bid Submission closing date        | 18.11.2019 up to 16.30 P.M. |
| 5.     | Bid opening date for Technical Bid | 20.11.2019 at 12.30 P.M.    |

Sd/-

Director of Vocational Education & Training  
West Bengal

ANNEXURE - I

APPLICATION

NOTICE INVITING TENDER FOR PROCUREMENT OF TOOLS & EQUIPMENT, ETC. RELATED TO "JR. LIFT ERECTOR" COURSE UNDER DIRECTORATE OF VOCATIONAL EDUCATION & TRAINING OF TECHNICAL EDUCATION, TRAINING & SKILL DEVELOPMENT DEPARTMENT, GOVERNMENT OF WEST BENGAL:

NIT No: WBTET/ DVET/ NIT-02/2019-20/VTC

Date: 30.09.2019

1. Name and address of Firm/Agency/  
Company and Telephone/Cell phone  
Number and e-mail ID  
\_\_\_\_\_
2. Registration No with ROC with Date \_\_\_\_\_
3. Category (Manufacturer/Dealer/Distributor) \_\_\_\_\_
4. Name, Designation, Address  
and Telephone No. of  
Authorized Signatory \_\_\_\_\_
5. Please specify as to whether  
Tenderer is sole proprietor/  
Partnership firm/Private or  
Limited company \_\_\_\_\_
6. Name, Address and Telephone No  
of Directors/partners \_\_\_\_\_
7. Name & Address of the Banker \_\_\_\_\_
8. Details of Earnest Money Deposit:  
(a) Amount with details \_\_\_\_\_  
(b) Demand Draft/Pay order / Bankers  
Cheque No: \_\_\_\_\_  
(c) *Date of Issue* \_\_\_\_\_  
(d) Name of issuing Bank & Branch: \_\_\_\_\_
9. Any other information:
10. Declaration by the Bidder:

This is to certify that I/We before signing this tender have read and fully understood all the terms and condition contained herein and undertake myself/ourselves to abide by them.

(Signature of the Bidder)  
Name and Address  
(with Seal)

