



Memo No: AC/091/21-22

Dated:10-08-2021

## **Notice Inviting e-Tender**

Quotations are invited through e-Tender from reputed vendors to quote rate per kg. for the sale/Disposal of the items according to the details stated in Annexure II for the Netaji Subhas Open University, DD-26, Sector 1, Bidhannagar, Kolkata, West Bengal 700064. Interested bidders are to participate in the bidding process as per specifications and conditions mentioned below in the Annexure - I, II & III.

### **DATE AND TIME SCHEDULE**

Date of Publication of Tender Online through website <a href="https://wbtenders.gov.in/">https://wbtenders.gov.in/</a>	10.08.2021 after 18.00 Hrs.
Date of Document Download Start	10.08.2021 after 18.00 Hrs.
Date of Bid Submission Start	10.08.2021 after 18.00 Hrs.
Date of Bid Submission Closing	20.08.2021 upto 17.00 Hrs.
Date of Opening of Technical Bid	23.08.2021 after 12.00 Hrs.
Date of Opening of Financial Bid	To be notified later

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata -700064  
[Email: sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)  
Mobile No: 9432747119



## **ANNEXURE - I**

### **SPECIFICATION FOR TECHNICAL BID**

1. The Bidders should have Experience in similar type of supply as specified in Annexure II
2. The Bidders must have the credential of similar type of items of the Educational Institute/Government Office.
3. The Bidders should have legal compliance such as: (1) GST Number, (2) PAN / TAN , (3) Trade License.
4. Earnest Money to be deposited as per e-Tender rules is Rs. 1,00,000/-(Rupees One Lakh) only through online.
5. On receipt of Order the successful Bidder is to deposit a sum of Rs. 3,00,000/-(Rupees Three Lakh) only as advance within 7 days from the date of receipt of the Order.

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Mobile No: 9432747119



## **ANNEXURE - II**

### SPECIFICATION FOR FINANCIAL BID

SL. No.	Description of items to be collected	Place of Collection	Remarks
1	Used Answer Scripts/ Confidential Paper	134/1, Meghnad Saha Sarani, Kolkata - 700029	Certification of receiving Answer Scripts & Obsolete Books of weight from Paper Mill is mandatory. Weight to be measured in licensed weighing bridge.
2	Used Answer Scripts/Confidential Paper	Kalyani Regional Centre, Netaji Subhas Open University, Ghoshpara Station Road, Kalyani, Nadia - 741 235	
3	Trimming Paper/Obsolete Books & Forms(Excluding Newsprint)	Kalyani Regional Centre, Netaji Subhas Open University, Ghoshpara Station Road, Kalyani, Nadia - 741 235	

(Bidders are to quote rate per kg)

Contact No: 8902499751(Golpark), 7980182510(RC, Kalyani), 9051162059 (Salt Lake)

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## **ANNEXURE – III**

### **GENERAL TERMS & CONDITIONS**

1. The bidders are to participate in the bidding process for the Tender only online at <https://www.wbtenders.gov.in> as per prescribed formats.
2. Price shall be quoted in INR only(vendors are to quote rate per kg).
4. Incomplete and Conditional Bids will be summarily rejected without assigning any reasons thereof.
5. Tenders must be submitted in two Separate Bids- (1) Technical Bid covering all the credentials noted above, (2) Financial Bid as specified in Annexure - II. The Technical Bid, if found suitable to meet the specifications noted above, will be followed by Financial Bid.
6. Quantity of items to be sold/disposed of are of huge quantity and to be collected from more than one place.
7. On receipt of order, the purchaser is to contact the concerned Head of the Netaji Subhas Open University before collection of materials for fixation of date and time of pick up.
8. The judicature of any legal disputes will be under the Hon'ble High Court, Calcutta.
9. The Authority of NETAJI SUBHAS OPEN UNIVERSITY reserves the right to reject the entire bid received without assigning any reason thereof.
10. Highest Bidder will be selected.
11. The applicant bidders to participate in the bidding process are to fill in the following Formats given in the page No. 5,6 and BOQ.

Finance Officer  
Netaji Subhas Open University  
DD-26, Sector -1, Salt Lake, Kolkata-700064  
[Email: sachindrakar@yahoo.in](mailto:sachindrakar@yahoo.in)  
Mobile No: 9432747119



To  
The Finance Officer  
Netaji Subhas Open University  
DD 26, Sector – 1, Salt Lake  
Kolkata – 700064

Ref: Memo No: AC/091/21-22 Dated: 10-08-2021  
Sub: Submission of Bid – Technical & Financial with reference to the above.  
Sir,

As per guidelines given in the Tender Notice we are quoting the itemwise value and the total amount in the prescribed BOQ format in the Financial bid along with the Technical Credentials supported with relevant documents as applicable. We have read all the terms and conditions given in the Tender Notice and do hereby undertake to obey the rules and regulations of e-Tender.

With regards

Signature with Seal & Date:

Name of Signatory:

Name of Organization:

Mailing Address:

Mobile No of Contact Person:

Email Address of the Organization:

Enclosures:

1. Copy of GST Registration Certificate
2. Copy of PAN & TAN
3. Proof of Experience in similar type of items as specified in Annexure II.
4. Proof of Deposit of Earnest Money of Rs. 100000/- (Rupees One Lakh) through online.



5. Copy of Trade License

### Check List

SL. No.	Particulars	Put Y if Yes/N if No, respectively
1.	Copy of GST Registration Certificate	
2.	Copy of PAN & TAN	
3.	Proof of Experience in similar type of items as specified in Annexure II.	
4.	Proof of Deposit of Earnest Money of Rs. 100000/- (Rupees One Lakh) through online.	
5.	Copy of Trade License	

Signature with Seal & Date:

Name of Signatory:

Name of Organization:

Mailing Address:

Mobile No of Contact Person:

Email Address of the Organization:

## eProcurement System of Government of West Bengal

## Tender Details



Date : 10-Aug-2021 06:17 PM

Print

**Basic Details**

<b>Organisation Chain</b>	DEPARTMENT OF HIGHER EDUCATION  NETAJI SUBHAS OPEN UNIVERSITY		
<b>Tender Reference Number</b>	AC/091/21-22		
<b>Tender ID</b>	2021_DHE_339665_1		
<b>Tender Type</b>	Open Tender	<b>Form of contract</b>	Item Rate
<b>Tender Category</b>	Goods	<b>No. of Covers</b>	2
<b>General Technical Evaluation Allowed</b>	No	<b>ItemWise Technical Evaluation Allowed</b>	Yes
<b>Payment Mode</b>	Online	<b>Is Multi Currency Allowed For BOQ</b>	No
<b>Is Multi Currency Allowed For Fee</b>	No	<b>Allow Two Stage Bidding</b>	No

**Payment Instruments**

Online Bankers	S.No	Bank Name
	1	ICICI BANK
	2	ICICI NEFT/RTGS

**Cover Details, No. Of Covers - 2**

Cover No	Cover	Document Type	Description
1	Fee/PreQual /Technical	.pdf	NIT
2	Finance	.xls	BOQ

**Other Important Documents**

S.No	Category	Sub Category	Sub Category Description	Format/File
1	CERTIFICATES	CERTIFICATES	VAT/SALES TAX REGISTRATION CERTIFICATE ALONG WITH ACKNOWLEDGEMENT , PAN, LATEST IT ACKNOWLEDGMENT, PTAX, LABOUR LICENCE	
2	CERTIFICATES	GST Registration Certificate	GST Registration Certificate	
3	CERTIFICATES	Permanent Account Number	Permanent Account Number	
4	COMPANY DETAILS	COMPANY DETAILS 1	PARTNERSHIP DEED, CO-OPERATIVE SOCIETY BYLAW, MOA, TRADE LICENCE, COMPANY REGISTRATION CERTIFICATE	
5	CREDENTIAL	CREDENTIAL 1	CREDENTIAL 1	
6	DECLARATION	DECLARATION FILE 1	DECLARATION FILE 1	
7	DECLARATION	DECLARATION FILE 2	DECLARATION FILE 2	

**Tender Fee Details, [Total Fee in ₹ \* - 0.00]**

<b>Tender Fee in ₹</b>	0.00		
<b>Fee Payable To</b>	Nil	<b>Fee Payable At</b>	Nil
<b>Tender Fee Exemption Allowed</b>	No		

**EMD Fee Details**

<b>EMD Amount in ₹</b>	1,00,000	<b>EMD through BG/ST or EMD Exemption Allowed</b>	No
<b>EMD Fee Type</b>	fixed	<b>EMD Percentage</b>	NA
<b>EMD Payable To</b>	Nil	<b>EMD Payable At</b>	Nil

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**Work / Item(s)**

<b>Title</b>	AC/091/21-22
<b>Work Description</b>	SALE/DISPOSAL OF WASTE ITEMS
<b>Pre Qualification Details</b>	Please refer Tender documents.

<b>Independent External Monitor/Remarks</b>	NA				
<b>Show Tender Value in Public Domain</b>	No				
<b>Tender Value in ₹</b>	0.00	<b>Product Category</b>	Miscellaneous Goods	<b>Sub category</b>	NA
<b>Contract Type</b>	Tender	<b>Bid Validity(Days)</b>	270	<b>Period Of Work(Days)</b>	15
<b>Location</b>	KOLKATA	<b>Pincode</b>	700064	<b>Pre Bid Meeting Place</b>	NA
<b>Pre Bid Meeting Address</b>	NA	<b>Pre Bid Meeting Date</b>	NA	<b>Bid Opening Place</b>	KOLKATA
<b>Should Allow NDA Tender</b>	No	<b>Allow Preferential Bidder</b>	No		

**Critical Dates**

<b>Publish Date</b>	10-Aug-2021 06:30 PM	<b>Bid Opening Date</b>	23-Aug-2021 12:00 PM
<b>Document Download / Sale Start Date</b>	10-Aug-2021 06:30 PM	<b>Document Download / Sale End Date</b>	20-Aug-2021 05:00 PM
<b>Clarification Start Date</b>	NA	<b>Clarification End Date</b>	NA
<b>Bid Submission Start Date</b>	10-Aug-2021 06:30 PM	<b>Bid Submission End Date</b>	20-Aug-2021 05:00 PM

**Tender Documents**

NIT Document	S.No	Document Name	Description	Document Size (in KB)
	1	Tendernotice_1.pdf	NIT	571.22

  

Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_648786.xls	BOQ	240.00

**Bid Openers List**

S.No	Bid Opener Login Id	Bid Opener Name	Certificate Name
1.	sachindrakar@yahoo.in	SACHINDRA CHANDRA KAR	SACHINDRA CHANDRA KAR
2.	debanjanhr@gmail.com	DEBANJAN GHOSHAL	DEBANJAN GHOSHAL
3.	gopaldas1984@gmail.com	Gopal Das	GOPAL DAS

**Tender Properties**

<b>Auto Tendering Process allowed</b>	No	<b>Show Technical bid status</b>	Yes
<b>Show Finance bid status</b>	Yes	<b>Show Bids Details</b>	Yes
BoQ Comparative Chart model	Normal	BoQ Compative chart decimal places	2
BoQ Comparative Chart Rank Type	H	Form Based BoQ	No

**Tender Inviting Authority**

<b>Name</b>	FINANCE OFFICER
<b>Address</b>	NETAJI SUBHAS OPEN UNIVERSITY, DD-26, SECTOR I, SALT LAKE, KOLKATA-700064

**Tender Creator Details**

<b>Created By</b>	SACHINDRA CHANDRA KAR
<b>Designation</b>	FINANCE OFFICER
<b>Created Date</b>	10-Aug-2021 05:05 PM