



भारतीय राष्ट्रीय उपभोक्ता
सहकारी संघ मर्यादित

National Co-operative Consumers'
Federation of India Ltd.

27, मिर्जा गालिब स्ट्रीट, (चौथी मंजिल), कोलकाता - 700 016, 27, Mirza Ghalib Street, (4th Floor), Kolkata - 700 016

दूरभाष/Phone : 2252-2841, 2252-1839, फैक्स / FAX : 2252-6472

NCCF:KOL:GM:2022-23/81

ई-मेल /E-mail : nccfkolkata@gmail.com

Dated : 18/05/2022

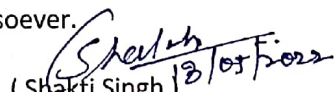
SHORT TENDER NOTICE

Sub. : Short Tender for Procurement of School Bag to be used by the learners of KMCP
Schools and SSKs to Chief Manager (Education), KOLKATA MUNICIPAL CORPORATION

NCCF, Kolkata intends to participate in the e-Tender floated by the Chief Manager (Education), KOLKATA MUNICIPAL CORPORATION, 1 hogg street 2nd floor kolkata 700 087 as per specification. NIT is enclosed for kind information please.

Interested enlisted, sound and well experienced Supplier(s) of NCCF are requested to contact with NCCF, Kolkata Branch immediately alongwith Credential / Work Completion Certificate of such supply for execution of the work on behalf of NCCF within 25/05/2022 (upto 1.30 pm) enabling us to submit the same within stipulated period.

- Rate is to be quoted for the item INCLUSIVE ALL.
- EMD of Rs. 1,02,000/- (Rupees One lakh two thousand only) is to be submitted by way of RTGS/ NEFT in favour of NCCF OF INDIA LTD., KOLKATA BRANCH
- Selection of Supplier will be made on the basis of Maximum Margin offered for NCCF and lowest rate quoted.
- Other terms and conditions are as per terms of NIT.
- NCCF will be at liberty to distribute the quantity of material/ work (40% maximum) to be supplied among all the technically eligible bidders (bidders who qualify the eligibility criteria and have deposited requisite earnest money alongwith their bids) at the lowest accepted rates by the Tendering organization subject to acceptance of the lowest rates by the bidders other than L1, after acceptance of NCCFs offer by the Tendering Organization.
- NCCF shall be at liberty to terminate the empanelment of the Business Associate if it is found that they have competed with NCCF in a particular bid either directly or in partnership/ JV with some other firm.
- NCCF may accept/ reject the offer without any reason whatsoever.


(Shakti Singh) 18/05/2022
Branch Manager

Encl. : as above.

Head Office : NCUI COMPLEX 3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016

Notice Inviting e-Tender No. KMC/Tender/Edn/HQ/2022-23/001
of Chief Manager (Education), Kolkata Municipal Corporation
Tender Reference No : KMC/Tender/Edn/HQ/2022-23/001

Chief Manager (Education), Education Department, Kolkata Municipal Corporation, invites e-tender for the work detailed in the table below (Submission of Bid through **online**).

Detail of Scheme(s)/Work(s): Procurement of School Bag to be used by the learners of KMCP Schools and SSKs.

Name of work	Estimated Cost (Rs.)	Earnest Money (Rs.)	Time of Completion	Tender Fees (Rs.)
Procurement of School Bag to be used by the learners of KMCP Schools and SSKs.	Open	1,02,000	30 days	Nil

Quantity of the item to be procured by the Education Department, KMC for the learners under different classes starting from Montessori (students belonging to the age group of 3 years to 5 years) upto Class – VIII (13 years), is more or less 20000 pcs. of School Bags.

- KMC authority may revise the quantity of the item after taking into consideration of the actual requirement at the material time, which may differ to the extent of (+ or -) 20% and work order will be issued to the successful bidder(s) accordingly.
- Rate per School Bag should be quoted inclusive of **Goods & Services Tax (GST)**, as applicable under the purview of **Goods & Services Tax Act, 2017**.
- Technical specifications of the tendered item (school bag) are as follows:

Particulars	Property	Unit	Category	Remarks
Colour	Colour of Bag		Navy Blue / Sky Blue	
	Colour of the Front Pocket		Navy Blue / Sky Blue	
	Colour of the Shoulder		Navy Blue	
	Colour of the Adjustable		Navy Blue	
	Colour of the Beadings		Navy Blue	
	Colour of the Adjustable Buckle		Black	
	Colour of the Water Bottle Pocket		Navy Blue & Elastic - Black	
	Colour of the Zips & Runner		Navy Blue & Runnier - Metal	
	Colour of the Id Card Pocket		Sky Blue	
	Colour of the Top Handle		Sky Blue	

Particulars		Property	Unit	Category	Remarks
Dimension	Bag	Length (Minimum)	inch	15.75	
		Breadth (Minimum)	inch	12.25	
		Total Deapth (Minimum) Border Side	inch	4.25	
		First Compartment Deapth (Minimum)	inch	2.00	
		Second Compartment Deapth (Minimum)	inch	4.00	
	Front Pocket	Length Top to Botom (Minimum)	inch	13.75	
		Breadth Right to Left (Minimum)	inch	12.25	
		Deapth (Minimum) Both Pocket Side	inch	2.00	
	Shoulder Strip	Length (Minimum)	inch	12.00	(Lengthwise Stched at the Edges alongwith Foam)
		Breadth (Minimum)	inch	2.75	
		Thickness including Foam (Minimum)	mm	6.00	
	Water Bottle Pocket	Length	inch	8.00	
		Diameter of Elastic on Stretching (Minimum)	inch	7.00	
	Zip	First Compartment Zip (Length)	inch	20.00	Compartment-wise Zip
		Zip Size		No. - 8	
		Front Pocket Zip Length (Minimum)	inch	23.00	
		Main Pocket Zip Size (Minimum)	inch	20.00	
	Runner Handle	Length (+1)	mm	35.00	
		Width (Minimum)	mm	10.00	
		Thickness	mm	1.00	
	Stched Edges Pipe Beeding	Diameter (Minimum)	mm	3.00	
	Top Handle	Length (Minimum)	inch	5.00	
		Breadth (Minimum)	inch	1.25	
Shoulder Adjustable Belt	Length (Minimum)	inch	18.00		
	Breadth (Minimum)	inch	1.00		
	Thickness (Minimum)	mm	0.75		
Material Specification	Bag	Bag	gsm	300.00	Will be 300 gsm minimum
		Outer Layer		Polyester Faber	

Particulars		Property	Unit	Category	Remarks
		Inner Layer		Flexible PVC	
Front Pocker		Outer Layer		Polyester Faber	
		Inner Layer		Flexible PVC	
Shoulder Strip		Outer Layer		Polyester Faber	
		Inner Layer		Flexible PVC	
		Cushion Foam		XLPE (Cross linked expandable polyethyiene Foam)	
Water Bottle Pocket		Outer Layer		Polyester Faber	
		Inner Layer		Flexible PVC	
		Net		Knitted Polyester Yarn	
		Zip		Polyethyene Terephthalate (Pet)	
		Runner		Metal	
		Stitched Edges Pipe Beeding		HDPE	
Top Handle		Top Handle		Top and Bottom Surface made PVC coated Polyester Fabric with 5 mm tick soft XLPE Foam (Lifing Area)	
Adjustable Belt		Adjustable Belt		Polypropylene Knitted Fiber	
		Shoulder Adjustable Belt Buckle		Polypropylene	

Logo of the KMC alongwith matter to be printed on the front side of each item will be provided to the successful bidder by the Education Department, KMC.

- Submission of sample of the tendered item with the technical bid is not required. One sample has been kept in the office of the Chief Manager (Education). The tenderer(s) having EOI may visit the office of the Chief Manager (Education), Education Department, Hogg Building (2nd floor), 1, Hogg Street, Kolkata 700 087 to examine the quality, design, etc. of the said sample as well as for any clarification in respect of the instant e-tender, in the working days upto the last date for submission of bid, from 11-00 a.m. to 04-00 p.m. (Monday to Friday) and 11-00 a.m. to 02-00 p.m. (Saturday).

General Instructions:

1. In the event of e-filling, intending bidder may download the tender documents from the website <http://etender.wb.nic.in> directly with the help of Digital Signature Certificate. Necessary cost for Earnest Money, as mentioned earlier, may be remitted through RTGS/Net Banking etc. and also to be documented through e-filling.
2. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://etender.wb.nic.in>

3. Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated below.
4. The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the 'Technical Evaluation Committee'. The decision of the 'Technical Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
5. **Bidders are requested to strictly follow the below noted instructions while quoting rate.**
 - a. Rate, including GST as applicable, of the item should be quoted in the specific field of BOQ only contained in a separate folder (Financial Bid) while e-filing.
 - b. Rate of item should not be quoted in any other documents other than BOQ. If rate is quoted/mentioned any where in the document/s (technical bid), the tender of the concerned participant tenderer/s summarily be rejected by the 'Technical Evaluation Committee'.

Eligibility criteria for participation in the tender :

1. This invitation for Bid is open to the reputed organizations like Manufacturers/Whole Sellers/Distributors, etc. of School Bag or similar type of product(s) having credentials on successfully completion of the work(s) as mentioned hereunder:
 - i) Intending tenderers should produce credentials of a similar nature of completed work of the minimum value of Rs. 20,30,000/- during immediate last 5 (five) years prior to the date of issue of the tender notice;
or
 - ii) Intending tenderers should produce credentials of 2 (two) similar nature of completed work, each of the minimum value of Rs. 15,23,000/- during immediate last 5 (five) years prior to the date of issue of the tender notice;
or
 - iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is, not less than the desired value at (i) above;
[In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Head of the Department or equivalent competent authority will be eligible for the tender. In the required certificate it should be clearly stated that the work is in progress satisfactorily and also that no penal action has been initiated against the executing agency, i.e, the tenderer].

Intending tenderers should note that -

- a) Payment certificate will not be treated as credential;
 - b) Credential certificate issued by the Head of the Department or equivalent or competent authority of a State/Central Government, State/Central Government undertaking, Statutory/Autonomous bodies constituted under the Central/State statute, on the executed value of completed/running work will be taken as credential.
2. The bidder must directly participate in the bid and all its process including delivery of materials and payments (if selected). No branch office of the manufacturer/Whole seller/Distributor or other offices will be allowed to represent of participate in the bids.
 3. Prospective applicants are advised to note carefully the qualification criteria as mentioned herewith before tendering the bids [copy in support of such criteria must be documented, if applicable, while e-filing].
 4. Bidders intend to participate must possess the documents, as applicable, as mentioned hereunder.
 - i) Copy of valid PAN issued by Income Tax Department, Govt. of India.
 - ii) Copy of valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.
 - iii) Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company, firm of partnership, sole proprietorship etc. as applicable. The tenderer should possess Certificate of Enlistment (Trade License/Factory License) on name of the concerned tendered item/s.
 - iv) In case of Manufacturer, bidder(s) should submit copy of Labour Department Registration Certificate/copy of SSI registration certificate, as applicable.
 - v) The bidders must certify that there will be no change in address from the date of submission of bids till completion of delivery.
 - vi) The bidder shall be allowed to participate in a particular job either in the capacity of individual or as a partner/authorized person of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job, without assigning any reason thereof (A declaration in this respect through affidavit, duly notarized, has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive).
 - vii) Reports on financial standing of the bidder such as profit and loss statement, balance sheets and auditors reports for the immediate past 5 (five) years.

viii) Income Tax Acknowledgement Receipt for the latest Assessment year, as applicable, is to be enclosed with the Technical Bid Documents.

[Top Sheet attached herewith should be filled in properly and documented the same with the technical bid while e-filing].

- 5. Payment term:** Payment will be made as per existing norms and procedure of KMC subject to successful completion of the Job and this will be verified and authenticated by the concerned officials of Education Department, KMC. After completion of entire works Tax Invoice(s) showing separately (Centre and State Govt.) the tax charged on supplied item/s must be enclosed with the Claim Form/bill submitted by the successful bidder in order to release payment.
- 6. Validity Period:** Bid shall remain valid for a period not less than 150 (one hundred fifty) days from the last date of submission of bid through online. If the bidder withdraws the bid during the validity period of bid, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.
- 7. There shall be no provision of Arbitration.**
- 8.** The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of bids, no cost of bidding shall be reimbursable by the Department. The authority of KMC reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any tenderer at the stage of bidding.
- 9. Refund of EMD:** The Earnest Money of all the unsuccessful tenderers deposited in favour of the KMC will be refunded as per KMC standard practice.
- 10. Conditional/Incomplete tender will not be accepted under any circumstances.**
- 11. The intending tenderers are required to quote the rate *online (in BOQ only)*.**
- 12.** During scrutiny, if it comes to the notice of the Tender Inviting Authority that the credential or any other paper found incorrect/manufactured/fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
- 13.** Before issuance of the WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said tenderer under any circumstances.
- 14.** The eligibility of a bidder will be ascertained/judged on the basis of the document(s) in support of the minimum criteria as mentioned above and the declaration executed

through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. If any document submitted by a bidder is either manufactured or false, in such case the eligibility of the bidder/tenderer will be rejected at any stage without any prejudice.

15. Date and Time Schedule:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online)	10-05-2022
2	Documents download/sell start date (Online)	11-05-2022 05-00 P.M.
3	Documents download/sell end date (Online)	28-05-2022 01-00 P.M.
4	Bid submission start date (On line)	11-05-2022 05-00 P.M.
6	Bid Submission closing (On line)	28-05-2022 01-00 P.M.
7	Bid opening date for Technical Proposals (Online)	30-05-2022 01-00 P.M.
8	Date of uploading list for Technically Qualified Bidder(online)	To be notified later on
9	Date for opening of Financial Proposal (Online)	To be notified later on

INSTRUCTIONS TO BIDDERS

General guidance for e-Tendering :

Instructions/Guidelines for electronic submission of the tenders have been annexed for assisting the prospective suppliers/tenderers to participate in e-tendering.

i. Registration of Contractor/bidder(s):

Any tenderer/bidder 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 <https://etender.wb.nic.in> ,the tenderer is to click on the link for e-tendering site as given on the web portal.

ii. Digital Signature certificate (DSC):

Each tenderer is required to obtain a valid 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 website stated

above. DSC is given as a USB e-token. After the receipt of the digital signature, if the vendor feels for any assistance they can contact IT Department of KMC for assistance.

iii. The tenderer can search & download N.I.T. & Tender Document(s) electronically from Computer once he/she logs on to the website mentioned above using the Digital Signature Certificate. This is the only mode of collection of tender documents.

iv. Submission of Tenders:

Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other is Financial/Commercial 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/Technical Cover/My Space containing the following documents:

- i) Report regarding payment towards EMD (Earnest Money Deposit) as prescribed in the N.I.T. against the work in favour of "**Kolkata Municipal Corporation**".
- ii) Tender Form, N.I.T. (*download properly and upload the same digitally signed*).

B. Non-statutory Cover/My Space containing the following documents:

- i) Copy of valid PAN issued by Income Tax Department, Govt. of India.
- ii) Copy of valid 15 digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.
- iii) Registration Certificate under Company Act. (if any).
- iv) Registered Deed of partnership Firm/Article of Association & Memorandum.
- v) Power of Attorney (For Partnership Firm/Private Limited Company, if any).
- vi) Financial Info (P/L & Balance Sheet, Auditors Report etc.)
- vii) Income Tax Acknowledgement Receipt for the latest Assessment, as applicable.
- viii) Or any other documents as mentioned above and the bidder feel to submit as credential.

N.B.: Failure of submission of the requisite documents will render the tenderer liable to be rejected for both statutory & non statutory cover.

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.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate(s)	Certificate(s)	PAN Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.
B.	Company Detail(s)	Company Detail	Proprietorship Firm (<i>Trade License</i>) Partnership Firm (<i>Partnership Deed, Trade License</i>) Ltd. Company (<i>Incorporation Certificate, Factory License</i>).
C.	Declaration	Affidavit/declaration	Power of Attorney and Affidavit/declaration in support of relevant clause etc.
D.	Credential	Credential – 1 Credential – 2	Similar nature of work done & completion Certificate/s which is/are deemed fit for this tender.
E.	Financial Info	P/L & Balance Sheet	P/L, Balance Sheet and Auditor's Report of Last 5 (five) Years
F.	Other document/s	Other document/s	Income Tax Acknowledgement Receipt for the latest Assessment year and other Documents, if any

1. Opening & evaluation of tender: Mentioned in table.
2. Opening of Technical Proposal: Mentioned in table.
3. Technical proposals will be opened by the Chief Manager (Education), Kolkata Municipal Corporation, and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
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 Technical Evaluation Committee.

6. Summary list of technically qualified tenderers will be uploaded online. Pursuant to scrutiny & decision of the Technical Evaluation Committee the summary list of eligible tenderers & name of work for which their proposal will be considered, will be uploaded in the web portal.
7. 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.

Financial Proposal:

- i) The tenderer is to quote the rate online through computer in the space marked for quoting '**Rate**' in the BOQ.
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the tenderer.
- iii) Financial capacity of a bidder will be judged on the basis of information furnished.

Penalty for suppression/distortion of facts:

If any tenderer fails to produce the original hard copie(s) of the document(s) like Completion Certificates and any other documents on demand of the Technical 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.

a) Rejection of Bid:

- KMC 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.

b) Award of Contract:

- The Bidder whose Bid is accepted will be notified by the Tender Inviting & Accepting Authority through Letter of Acceptance.
- The notification of award will constitute the formation of the Contract.
- The Agreement in as per KMC standard form will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents.

Chief Manager (Education)
Education Department
Kolkata Municipal Corporation

Top Sheet

[Before submission of Tender, Bidder/s must ensure that all the certificates, documents etc in support of the information provided by them are documented properly and this top sheet, duly filled in, must be documented while e-filing]

Tender Reference No. : **KMC/Tender/Edn/HQ/2022-23/001**

Name of the work : Procurement of School Bag to be used by the learners of KMCP Schools and SSKs.

Name of the participant (Tenderer) with address :

Check list

Particulars	Whether documented/not (Yes/No)	If not (No) mentioned the reason thereof	Remarks, if any
A. Non-statutory Cover			
i) EMD			
ii) Tender Form & NIT			
B. Non-statutory Cover			
i) Copy of PAN Card			
ii) Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.			
iii) Copy of Trade License/ Registered Deed of partnership Firm / Article of Association & Memorandum alongwith Registration Certificate under Company Act, as applicable			
iv) Power of Attorney (For Partnership Firm/Private Limited Company, if any), Affidavit / declaration etc.			
v) P/L, Balance Sheet(s) & Auditor's Report.			
vi) Income Tax Acknowledgement Receipt for the latest Assessment year.			
vii) Credentials and other documents, if any			

Signature

Signature Not Verified

Digitally signed by SWAPAN MONDAL
Date: 2022.05.10 16:24:54 IST
Location: West Bengal-WB