



# THE STATE FISHERIES DEVELOPMENT CORP. LTD.

(An ISO 9001:2015 Certified Govt. Undertaking )



Bikash Bhawan, Bidhannagar, Kolkata - 700091

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## **e-Tender Notice No. SFDC/MD/NIT- 09 (e)/2024-25**

**Memo No: 796/Const-201/2024**

**Date: 05/09/2024**

**The Managing Director, The State Fisheries Development Corporation Limited** invites e-tender for Consultancy Work from renowned Consultancy Firms detailed in the table below. (Submission of Bid through **online**)

Sl. No.	Name of work	Earnest Money	Estimated Cost (Rs.)	Period of completion	Eligibility of Bidder
		(In Rs.)			
1	Project Management Consultant for the planning, design, drawing, preparation of Detailed Project Report (DPR), BOQ with supervision of execution for Fish Feed Plant having capacity 10MT/Hour floating feed and 5MT/Hour sinking or shrimp feed at Kalyani Fish Farm, Kalyani.	Rs.1,30,000.00	Rate to be quoted (Excluding GST)	60 days for submission of final DPR and 540 days for supervision the work	Bonafide outsider having requisite experience for taking up similar nature of jobs.

- Both Technical document and Financial Bid are to be submitted in technical (Statutory & Non-Statutory) and financial folder concurrently duly digitally signed in the website <http://wbtenders.gov.in>.
- Necessary Earnest Money will be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name(ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site (i.e Unique transaction receipt) & must be uploaded in the EMD folder of Statuary Bid Document. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD. *Bidders eligible for*

exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder of Statuary bid documents.

3. The Technical document and Financial Bid submitted online only. Evaluation process is combined quality cum cost-based selection (Details mention in clause 7.2 & 8.5 of section - A)
4. The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL Document of the tenderer found qualified by the Managing Director, The State Fisheries Development Corporation Limited. The decision of the Managing Director, The State Fisheries Development Corporation Limited will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website and also in the Notice Board of the office of the Managing Director, The State Fisheries Development Corporation Limited, on the scheduled date and time.

5. **Eligibility criteria for participation in the tender.**

Any agency having experience in preparation of DPR of the minimum value of Rs.1 (One) Crore for Animal Husbandry or Fisheries Science with the combination of civil and mechanical within last 5 (Five) years from the date of publication of this RFP in any Government/ Semi-Government/ Undertaking/ Autonomous bodies/ Local bodies/ any renowned Organization, may submit their bids [Non Statutory Documents].

- i) In case of Registered Unemployed Engineers' Co-operative Societies and Registered Labour Co-operative Societies, documents of credentials as per Serial No. 5, Page No. 2 of this e-NIT. 'Certificate of Registration' and 'Certificate for Validity of Registration' from the respective Assistant Registrar of Co-operative Societies, Bye Law, PAN Card, Current P. Tax Challan, Valid 15-digit Goods and Services Tax payer Identification Number (GSTIN) under GST Act '2017, eligible list of Registered Unemployed Engineers' Co-operative Societies / Registered Labour Co-operative Societies issued by the concerned Assistant Registrar of Co-operative Societies showing the name of their Society must be documented through e-filing. Also in case of Registered Unemployed Engineers' Co-operative Societies, documents in satisfying the following criteria are required to be documented through e-filing:-
  - a) The Society consists of at least 10 (ten) members of which at least 60% should hold Degree or Diploma in any branch in Engineering as per Memo No. 44-A/4M-11/2002 dt. 09.01.2004 of Deputy Secretary-III, P.W.D.. Privilege will be allowed as per G.O. No. 378(9)-A/PW/O/10C- 17/05 dt. 31-05-2005 P.W.D. Accounts Branch by Deputy Secretary-III including necessary documents in support of the statement and along with other supporting papers. (Non-Statutory documents).
  - b) Above society shall be allowed to participate the work mentioned in this e-NIT as per G.O.
- ii) **Joint venture will not be allowed** to participate in the above e-NIT.
- iii) A prospective tenderer shall be allowed to participate in the particular work either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single work, all his applications will be rejected for that work without assigning any reason thereof.
- iv) The partnership firm shall furnish (a) Registration certificate from Register of Firms, (b) The registered partnership deed & the company shall furnish (a) Incorporation Certificate & (b) Article of Association & Memorandum. (Non-Statutory Document).

6. **No mobilization /secured advance shall be allowed.**

7. Bids shall remain valid for a period not less than 180 (One hundred eighty) days after the dead line date for Financial Bid submission. Bid valid for a shorter period shall be rejected by The Managing Director, as non-responsive.
8. Prospective bidders are requested to send their queries to the email id [wbfcltd@gmail.com](mailto:wbfcltd@gmail.com) at least 3 (three) days prior to the scheduled date to pre-bid meeting to prepare themselves to attend the Pre-Bid meeting. However, if there is any other query, that must be submitted in written (hard copy and soft copy) at the time of pre-bid meeting. No verbal query will be entertained for discussion at the Pre-Bid meeting.

**9. SCOPE OF WORK:**

The work will be included preparation of details project report including Report, Drawing, Architect views, 3D View, Structural Designs, preparation of details estimates of the proposed work along with other ancillary works with bill of quantitative. The detailed estimate will have to be prepared on the basis of PWD schedules, Irrigation and waterway and in case of non-scheduled items, analysis of rates will have to be provided. The details estimate to be signed by the Consultancy and may be vetted from the Competent Authority if require or as per instruction of EIC. In addition to the above, the work site should be visited by consultant. The selected Consultant will have to carry out the following Consultancy works:

- 1) Detailed Design & Drawings including preparation of Plans, Elevations, Sections, Perspective Drawings, Architectural Details, 3D view etc.
- 2) Detailed Structural Design and Drawing of the components of the scheme including vetting of the Structural Designs of the said components if require. The structural vetting should be done by competent authority as agreed upon by EIC, SFDCL.
- 3) Detailed designs & drawing of Plant area, Office, lab building, bio security, Firefighting system, Treatment Plant, Water Supply, Sewerage, Drainage, Hot air/steam exhaust system, Electricals, landscaping, drowning prevention, lifesaving arrangements, water filtration/circulation/purification system and other related ancillaries.
- 4) Any change in Architectural and other Designs of the proposed Scheme as may be suggested by an Expert Panel must be done by the selected bidder free of cost. Obtaining necessary NOC/clearance relating to development of said Scheme from the Statutory Authorities as applicable.
- 5) Preparation of Draft & Final Tender Documents which will include Technical Specifications & Bill of Quantities.
- 6) Before preparation of the DPR, Consultants are required to survey the project site, assess the soil condition and other feasibility parameters and prepare a feasibility study report. The DPR, detailing cost estimate based on Bill of Quantity (BOQ) and drawing for Civil, Mechanical, Electrical, Refrigeration parts separately, should be finalized.
- 7) DPR should be contained Preface, Location, Project Justification, Project Overview, Project Proposal, Design including soil report, design of structure, Financial Analysis like Cost Benefit Ratio, Economic Rate of Return, Land details, Project Impact, Project Risk, Project Viability, Time Line, Benefits, Project Estimate, Measurement sheet, Rate Analysis, Drawings etc.
- 8) DPR should be prepared as per scheme where the project will be sanctioned. DPR may be modified various times as per requirement.
- 9) Till sanction of the project, the consultant will be liable to sanction the project. All the query from Department/Funding Institute should be meet up by the selected consultant.
- 10) Submission of DPR in six copies (both hard & Soft Copy).

11) Supervision of the construction work including ancillary works to be done.

**Tentative Project Cost for Construction works – Rs.65 (Sixty Five) Crore.**

10. Payment will be made as per stages tabled below

- a) 10% on completion of Concept design [stage 1]
- b) 10% on completion of Preliminary design and drawings [stage 2]
- c) 10% on completion of Drawings for Client's/ statutory approvals [stage 3]
- d) 15% on completion of Working drawings and tender documents [stage 4]
- e) 5% on completion of Appointment of contractors [stage 5]
- f) 25% on completion of Construction [stage 6]
- g) 25% on Actual Completion/Handover [stage 7]

11. Final payment will be made after completion of construction work.

**12. A :- Important information**

Date & Time schedule

Sl. No.	Particulars	Date & Time
1.	Date of uploading of e-N.I.T. Documents online) (Publishing Date)	<b>07/09/2024 at 4.00 p.m.</b>
2.	Documents download/sell start date (Online)	<b>07/09/2024 at 4.00 p.m.</b>
3.	Documents download/sell end date (Online)	<b>23/09/2024 upto 4.00 p.m.</b>
4.	Last date of submission of Pre-bid queries through Email address (email ID: wbfcltd@gmail.com)	<b>12/09/2024</b>
5.	Date & Time of Pre-bid meeting at the Chamber of MD, SFDCL Head office, Bikash Bhawan, Bidhannagar, Kol-91	<b>18/09/2024 at 1.00 p.m.</b>
6.	Minutes of the pre-bid meeting to be uploaded	<b>20/09/2024</b>
7.	Bid submission start date (Online)	<b>07/09/2024 at 4.00 p.m.</b>
8.	Bid Submission closing (Online)	<b>23/09/2024 upto 4.00 p.m.</b>
9.	Bid opening date for Technical Proposals (Online)	<b>25/09/2024 at 4.00 p.m.</b>

13. Labour Welfare CESS @ 1% (one percent) of the cost of construction works will be deducted from every Bill of the selected agency. GST, Royalty & all other statutory levy / CESS will have to be borne by the contractor as per Government Rules and the rate in the B.O.Q. inclusive of all the taxes & CESS stated above.

14. Deduction of Tax shall be made as per provision of the CGST/SGST/IGST as per latest Government order with up-to-date amendments.

15. During the scrutiny, if it come to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allow to participate in the tender and that application will be out rightly rejected without any prejudice. The Managing Director, The State Fisheries Development Corporation Limited reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

16. In case if there be any objection regarding prequalifying the Agency that should be lodged to The Managing Director, The State Fisheries Development Corporation Limited within 2 (two) days from the date of publication of list of qualified agencies and beyond that time schedule no objection will be entertained by the Screening Committee.
17. Before issuance of the **WORK ORDER**, the tender inviting authority / bid evaluation committee may verify the hard copy of earnest money, the credential and other documents of the lowest tenderer if 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.
18. Acceptance of the Tender rate will be the **Managing Director, The state fisheries development corporation ltd, Bikash Bhawan, Bidhan Nagar, Kolkata-700091** who does not bind himself to accept the tender and reserves the right to reject any or all the tenders without assigning any reason thereof. There shall be no provisions for Arbitration.
- 19. Termination of Contract**  
In case the contractor failed to submit the Project Report within schedule time then State Fisheries Development Corporation Limited (SFDC) shall give 7 days written notice to the contractor for achieving the specified quality progress /or to deploy adequate resources to the satisfaction of SFDC for timely completion of the work. Upon expiry of the notice period if the contractor fails to achieve the specified quality and fail to take the action for timely completion of work due to their fault, then SFDC shall have option to withdraw the work and the tender will be automatically canceled no claim in this respect will be entertained. The agency will be black listed.
- 20. Prohibition on suspended / debarred persons / entities in the bidding of Government Projects / contracts:** A person/entity that is suspended / debarred by a procuring entity shall not be allowed to participate in any procurement process during the period of suspension / debarment unless the same has been revoked.  
[ As per G.O. No. 547-W(C)/1M-387-15, dt. 16.11.2015 by the Joint Secretary to the Government of West Bengal, Public Works Department:]

**Sd/-**  
**MANAGING DIRECTOR**  
**THE STATE FISHERIES DEVELOPMENT**  
**CORPORATION LIMITED**

**Memo No. 796/Const-201/2024**

**Dated : 05/09/2024**

Copy forwarded for favour of kind information to the:-

- 1) The Additional Chief Secretary to the Govt. of West Bengal, Fisheries Department,
- 2) The Managing Director, BENFISH,
- 3) The PS to Hon'ble MOS, Fisheries Department,
- 4) Guard file

**Sd/-**  
**MANAGING DIRECTOR**  
**THE STATE FISHERIES DEVELOPMENT**  
**CORPORATION LIMITED**

SECTION A  
**INSTRUCTION TO BIDDERS**

1. *General guidance for e-Tendering*

Instructions/ Guidelines for tenderers for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

**1. Registration of Contractor**

Any contractor 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 web portal of public works department) the contractor is to click on the link for e-Tendering site as given on the web portal.

**2. Digital Signature certificate (DSC)**

Each contractor is required to obtain Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause-2 of Guideline to Bidder DSC is given as a USB e- Token.

3. The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**4. Participation in more than one work**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

A prospective bidder (including his participation in partnership) shall be allowed to participate in single road /building work as mentioned in the list of schemes.

**5. Introduction**

The location of the Feed plant is a prime position in Kalyani, Nadia but no such development works have been done in considering the position. Now the Fisheries Department has decided to develop Floating, sinking and shrimp fish feed plant at kalyani with all modern facilities as per industry standard.

**5.1 Scope of Works**

The description of Scope of Works is set clause 9 Bid Document.

**5.2 Size of Bid**

The whole bid is for single composite package as detailed at clause 9 i.e. scope of work.

**5.3 Eligibility Criteria:**

Any agency having experience in preparation of DPR of the minimum value of Rs.1 (One) Crore for Animal Husbandry or Fisheries Science with the combination of civil and mechanical within last 5 (Five) years from the date of publication of this RFP in any Government/ Semi-Government/ Undertaking/ Autonomous bodies/ Local bodies/ any renowned Organization, may submit their bids [Non Statutory Documents].

**5.3.1** The Consultant should have a registered office in West Bengal.

**5.3.2** The Consultant should achieve average annual turnover of Rs.2.00 Crore at least in last 5 financial years.

- 5.3.3** The Consultant is requested to enclose work order copies along with satisfactory completion certificate from the clients for whom served within the last 5 (five) years. They should have successfully designed similar projects at least one (1) during last 5(five) years for Government/ Semi Government / Undertaking/Autonomous bodies/ Local bodies /any renowned Organization.
- 5.3.4** The Consultant also should attach self attested photocopy of PAN Card, IT Return of the last 5 (five) years, Professional Tax Enrolment certificate with current year challan, Valid Renewed Trade License, proof of GST Registration no. and valid Registration Certificate under Council of Architect.
- 5.3.5** Consultant / Firm black listed by any Govt. / Semi Govt. organization are not eligible to participate in the process. Applicants shall give an undertaking in this regard.
- 5.3.6** The break up categories under qualification, experience, financial strength and the marks assigned to them is elaborated in ITB 8.6.

**Note:**

- a) The bidder's proposal shall positively include the written evidence regarding the experience and qualifications as required. (Ref. to clause 8.6 of ITB, Annexure – III, IV and XII)
- b) The above stated requirements are a minimum and the Authority reserves the right to request for any additional information and also reserves the right to reject the proposal of any bidder, if in the opinion of the owner the qualification data is incomplete or the bidder is found not qualified to satisfactorily perform the work.
- c) Notwithstanding anything stated above, the Authority reserves the right to assess the bidder's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of the Authority.

**5.6. Bidding Procedure**

- 5.6.1.** The Bidding will take as per two-part bidding procedure – Part 1) Technical Bid and Part 2) Financial Bid through e-tender system.
- 5.6.2.** Both part of the bid shall be submitted simultaneously through e-tender system by the designated date specified in Sub-clause 7.1 in this instruction. Technical bids will be opened and evaluated first. Only the bidders whose technical bid is found responsive will be notified by the authority and uploaded the technical evaluation status through e-tender system. Financial Bids of the technically qualified bidders will be opened and the date and place for opening of the financial bid will also be informed through e-tender system.
- 5.6.3.** The Technical Bid shall consist of two folders i.e. A-1: Statutory Cover A-2: Non Statutory Cover.
- 5.6.4.** The envelope for the Financial Bid shall consist of documents pursuant to Clause 7.1 C of these Instructions.
- 5.6.5.** The bidder must quote for complete scope of work in the package. In case the bidder does not quote for complete scope of work, the bid shall be rejected at Technical evaluation stage.

5.6.6. The bidder shall bear all costs associated with the preparation and delivery of its bid, and the Authority / Employer will in no case be responsible or liable for those costs.

## **6. Bidding Documents**

### **6.1. Bidding Documents**

Bidding Documents will be available only at Websites: <https://wbtenders.gov.in>  
**Eligible Bidders can download a complete set of bidding documents.**

### **6.2. Check of the Bidding Documents**

The Bidder shall check the number of pages and drawings and notify the Authority of any missing or duplicate pages and drawings or of any figures or words, which may be indistinct or ambiguous. No claim will be admitted as result of the Bidder's failure to comply with the foregoing. The address for the contact is specified under clarification of Bidding Documents.

### **6.3. Contents of Bidding Documents:**

(1) The Bidding Documents include:

Eligibility criteria  
Scope of works  
Instruction of bidders  
Form of technical bid

(2) Bidders must acquaint themselves with all the Bidding Documents. In order to familiarize with the Works, the Bidders should ascertain all particulars regarding the location and site conditions at their own expenses. No plea attributed to lack of information or insufficient information will be entertained at any time.

The Authority shall reserve the right and privilege to settle the affairs in case of any doubt may occur concerning the Bidding Documents.

### **6.4. Clarification of Bidding Documents**

(1) If a prospective bidder has any doubt as to the meaning of any part of the Bidding Document, he may notify the Authority for supplementary information and explanation in writing or email in compliance with Form of Questionnaire in Section B (after Site Plan) at the following address at least three (3) days prior to the date set for pre-bid conference. At the time of communication, the bidder has to produce the organizational identity proof (e.g. organizational PAN and/or Trade Licence, etc.).

**Managing Director**  
**The state Fisheries Development Corporation**  
**GN 31, Salt Lake, Sector-V, Kolkata-91**  
**wbfcld@gmail.com**

(2) Pre-Bid Meeting:

The bidder or his authorized representative is invited to attend the pre-bid meeting to be held at the office of the Authority **on 18/09/2024 at 1.00 p.m.**



- a) The purpose of the meeting will be to clarify issues regarding the bidding document.
- b) The bidder is required to submit questions in writing or by cable to reach the Authority's office with a copy to the owner, not later than three days prior to the pre-bid meeting.
- c) Record notes of meeting including the text of the questions raised and responses given will be transmitted without delay to prospective bidders who have purchased the bidding documents. Any modification of the bidding document which may become necessary as a result of the pre-bid meeting shall be made by the e-tender committee exclusively through an addendum to the bidding documents and not through the record notes of the pre-bid meeting.
- d) Nonattendance of the pre-bid meeting will not be a cause for disqualification of a bidder.
- e) The bidder shall depute maximum two authorized persons to take part in pre-bid meeting.
- f) The bidder is not expected to raise any additional query after pre-bid meeting and the Owner is not obliged to reply any such query.
- g) The pre-bid meeting shall be open to any prospective bidders.

### **(3) Amendment of Bidding Documents:**

At any time prior to the deadline for submission of the bid, the Authority, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify the bidding documents by amendment.

For amendment in bidding documents or extension of bid submission date, if any, bidders are requested to visit website <https://wbtenders.gov.in>. **Authority will not publish further any notice in newspapers for such amendment/extension.**

The Owner will bear no responsibility or liability arising out of non-receipt of the same in time or otherwise. In order to allow prospective bidders reasonable time in which to take amendment into account in preparing their bids, the Authority at its discretion may extend the deadline for submission of the bid.

### **7. Submission of Tenders.**

General process of submission, Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus protected scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

#### **7.1 A. Technical proposal**

The Technical proposal should contain scanned copies of the following further two covers (folders).

#### **A-1. Statutory Cover Containing**

- (i) Prequalification Application (Form – I)
- (ii) Net Banking/RTGS/NEFT towards earnest money (EMD)

- (iii) NIT (download properly and upload the same digitally Signed).
- (iv) Non-Black Listing / Non-Debarment / Non-Termination / Non-Penalised, etc. Declaration (as per Annexure – ‘VI’)
- (v) Technical approach and methodology (as per Annexure-‘VII’).
- (vi) Functional Planning (Work Plan and Innovation) [as per Annexure-‘IX’].
- (vii) General Aesthetics (Site Plan, Architectural Drawing, Facade and Elevation) [as per Annexure-‘X’].
- (viii) Compatibility, feasibility and economy in connection to maintenance (as per Annexure-‘XI’).

**A-2. Non statutory Cover Containing**

- i) Professional Tax (PT), deposit receipt challan, Pan Card, ITR, GST as per latest Government order, Current Trade License.
- ii) Registration Certificate under Company Act. (If any)
- iii) Registered Deed of partnership Firm/ Article of Association & Memorandum.
- iv) Power of Attorney (For Partnership Firm/ Private Limited Company, If any)
- v) Tax Audited Report in 3 CD Form along with Balance Sheet & Profit & Loss A/c for the last three years (year just preceding the current Financial Year will be considered as year – 1) duly certified by the Chartered Accountants.
- vi) Clearance Certificate for the Current Year issued by the Assistant Register of Co-Op (S) (ARCS) Bye Laws are to be submitted by the Registered labour Co-Op (S) Engineers’ Co.- Opt.(S)
- vii) Credential for completion of at least one similar nature of work under the authority of state / central Govt. statutory bodies under State/Central Govt. constituted under the statute of the state/ state Govt. during the last 5 (five) years prior to the date of issue of this NIT is to be furnished. (Ref. Cl. No. 5 (i) of this NIT.)
- viii) Audited Accounts for last 5 years and proforma for financial capability of bidder (as per Annexure – ‘II’).
- ix) Credential certificates of similar nature of works executed (as per Annexure– ‘III’)
- x) Registration Certificate (as per Annexure– ‘V’).

**THE ABOVE STATED NON-STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGE 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.

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. <b>Sl. No.</b>	<b>Category</b>	<b>Sub-Category Description</b>	<b>Details</b>
A.	CERTIFICATES	CERTIFICATES	<ol style="list-style-type: none"> <li>1. <b>GST as per latest Government order.</b></li> <li>2. PAN</li> <li>3. P. Tax (Challan)</li> <li>4. Latest I.T. Receipt.</li> <li>5. I.T.R., Trade license</li> <li>6. Registration Certificate under Council of Architect</li> </ol>
B.	COMPANY DETAILS	COMPANY DETAILS 1	<ol style="list-style-type: none"> <li>1. Proprietorship Firm (Trade Licence).</li> <li>2. Partnership Firm (Partnership Deed, Trade Licence).</li> <li>3. Ltd. Company (Incorporation certificate, Trade Licence).</li> <li>4. Co-operative Society (Society Registration copy, Trade Licence).</li> <li>5. Power of Attorney.</li> </ol>
C.	CREDENTIAL	CREDENTIAL -1 CREDENTIAL – 2	<ol style="list-style-type: none"> <li>1. Similar nature of work done and completion certificate which is applicable for eligibility in this tender.</li> </ol>

**Note:- Failure of submission of any of the above mentioned documents will render the tender liable to summarily rejected for both statutory & non statutory cover.**

Tender document will be open by the Managing Director, the state Development Fisheries Corporation or his authorised representative electronically from the web site using their Digital Signature Certificate.

1. *Cover(folder) statutory document should be open first and if found order(folder) for non statutory documents will be open. If there is any deficiency in the statutory documents the tender will summarily be rejected.*

2. *Uploading the summary list of qualified tenders.*

3. *Pursuant so scrutiny & decision of the Managing Director the summary list of the eligible tender & the serial number of work for which their proposal will be considered will be uploaded in the web portals.*

**C. Financial proposal**

- (1) Financial bid of the technically qualified bidders will be opened electronically from the web portal on the prescribed date and time and called for negotiation.
- (2) The financial bid should contain the following documents in one cover Bill of Quantities (BOQ). The Bidder is to quote the rate through on line in the space marked for quoting rate in the BOQ.

**7.2 Evaluation Criteria of the Bid under Combined Quality cum Cost Based Selection (CQCCBS)**

- A. Technical proposals will be allotted weightage of 70% while the financial proposal will be allotted weightage of 30%.
- B. Proposal with the lowest cost will be given a financial score of 100 and other proposal given financial scores that are inversely proportional to their prices.
- C. The total score, both technical and financial shall be obtained by weighting the quality and cost scores and adding them up.
- D. Highest Point Basis – On the basis of combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract.

For example, the following procedure can be followed. In a particular case of selection of consultant, it was decided to have minimum qualifying marks for technical qualifications as 75 and the weightage of the technical bids and financial bids was kept as 70: 30. In response to the bid, three proposals, A, B and C were received. The Bid evaluation committee awarded them 75, 80 and 90 marks respectively. The minimum qualifying marks were 75. All the three proposals were, therefore, found technically suitable and their financial proposals were opened after notifying the date and time of bid opening to the successful participants. The Bid evaluation committee examined the financial proposals and evaluated the quoted prices as under:-

<u>Proposal</u>	<u>Evaluated Cost</u>
A	Rs.120/-
B	Rs.100/-
C	Rs.110/-

Using the formula  $LEC / EC$ , where LEC stands for lowest evaluated cost and EC stands for evaluated cost, the committee gave them the following points for financial proposals :-

Proposal A:  $100/120 = 83$  points Proposal B:  $100/100 = 100$  points Proposal C:  $100/110 = 91$  points

In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under:

- A: Technical –  $75 \times 0.7 +$  Financial  $83 \times 0.30 = 77.4$  points – H-3
- B: Technical –  $80 \times 0.7 +$  Financial  $100 \times 0.30 = 86.0$  points – H-2
- C: Technical –  $90 \times 0.7 +$  Financial  $91 \times 0.30 = 90.3$  points – H-1

## **8. OPENING AND EVALUATION OF TECHNICAL BID**

### **8.1. Opening of Technical Bid**

Technical Bid will be opened first at **16.00 hrs.** On the date for opening of the Bid and at the place specified above under sub clause 7.2. Bidders or their representatives may attend at the time of opening.

### **8.2. Confidentiality of the Process**

Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of the contract shall not be disclosed to bidders or any other person not officially concerned with such process. Any effort by a bidder to influence the Authority's processing of Bids or award decisions may result in the rejection of the Bidder's Bid. The request for clarification and the response shall be in writing, but no change in the price or substance of the bid shall be sought, offered or permitted except as required to confirm the correction of arithmetic errors discovered by the Authority in the evaluation of the bids in accordance with the clause 11 of these instructions.

### **8.3. Clarification of Technical Bids**

To assist the Technical examination and evaluation of bids, the Authority may, at its discretion ask the bidder for a clarification of its Technical bid. All responses to request for clarification shall be in writing, and **no change in the price bid shall be sought, offered or permitted.**

### **8.4. Preliminary Examination**

The Authority will examine the Technical Bids to determine whether they are complete, whether the documents have been properly signed and whether the Technical Bids are generally in order. **Any Technical Bid found to be non-responsive for any reason i.e. non-submission Bid Document Fees, non-conformity of bid security, or not meeting any criteria pursuant to any clause of ITB etc. will be rejected by the e-Tender Committee. No further Technical evaluation shall be carried out for such bidders.**

Prior to detailed evaluation of Technical bids, pursuant to clause 8.5, the Authority will determine the substantial responsiveness of each Bid to the Bidding Documents including acceptable quality of goods offered pursuant to clause 5.3 & 5.4. A substantially responsive Bid is one, which conforms to all terms and conditions of the Bidding Documents without material deviations, objections, conditionality or reservations. A material deviation, objection, conditionality or reservation is one (i) that affects in any substantial way the scope, quality or performance of the contract; (ii) that limits in any substantial way, inconsistent with bidding documents, the Owner's rights or the successful Bidder's obligations under the Contract; or (iii) whose rectification would unfairly affect the competitive position of other Bidders who are presenting substantially responsive bids.

A bid with deviation to any of the above clauses (important Conditions) will be liable to be reject. The

Owner's determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. If a bid is not substantially responsive, it will be rejected by the Owner, and may not subsequently be made responsive by the Bidder by correction of the non conformity.

### **8.5. Evaluation of Technical Bid**

- (1) Technical bid will be opened by the Tender Evaluation Committee. Intending tenderer may remain present if they so desire. Statutory & Qualifying Cover (folder) would be opened first & if found in order and correct Technical proposal Cover (folder) will be opened. If there is any deficiency in the Statutory & Technical proposal documents the tender will summarily be rejected.
- (2) Decrypted (transformed in to readable formats) documents of the technical proposal cover will be downloaded for evaluation.
- (3) List of technically qualified tenderers would be uploaded.
- (4) The Authority will determine the responsiveness of the Technical Bids for the invitation of opening of Financial Bid if the Technical Bid meets satisfactorily technical specification and any other information, which the Authority consider relevant.
- (5) If a Bidder is found not substantially responsive to the technical requirement, the Technical Bid will be rejected and the subsequent information as to opening of the Financial Bid will not be notified.
- (6) If the Technical clarifications are required by the e-Tender Committee to any part of the Technical Bids, the Bidder will be requested to clarify the same in writing.
- (7) Quotation will be opened by the Tender Evaluation Committee formed by the Environment Department, Govt. of West Bengal. The decision of the Tender Evaluation Committee will be final and absolute in this respect.
- (8) Self Declaration on the Organisation Letter Head to be submitted mentioning the correctness of the submitted documents and a declaration of penalty, black listing, debarment etc. faced by him under any Govt./Semi-Govt. /Autonomous body/ Institution through online at desired location as per **Annexure - VI**.
- (9) Partnership Firm should submit necessary deed at desired location through online.

**During evaluation, the Tender Inviting Authority may summon of the tenderers & seek clarification / information or additional documents or original hardcopy of any of the documents already submitted & If they are not produced within the stipulated timeframe, their bid will liable for rejection.**

### **8.6. Evaluation Criteria of Technical Bid**

The Technical Bid of the Bidder will be evaluated as per below mentioned table.

**Points to be considered for evaluation of Technical Bids:- Criteria, sub-criteria, and point system**

for the evaluation of Full Technical Proposals (FTP) are:

Parameter	Marks Assigned	Category	Marks	Total Marks
<b>Total Marks (A+B)</b>				<b>100</b>
<b>A. Technical Strength of the Organization &amp; Project Presentation</b>				<b>85</b>
<b>A.1. Past Experience of the Firm</b>				<b>50</b>
i. No. of years of Business	10	>10 years >8-10 years >5-8 years Upto 5 years	10 9 8 7	
ii. Value of work regarding preparation of DPR for Animal Husbandry or Fisheries Science with the combination of civil and mechanical within last 5 (Five) years from the date of publication of this RFP in any Government/ Semi-Government/ Undertaking/ Autonomous bodies/ Local bodies/ any renowned Organization, may submit their bids	30	> Rs.10 crore in single job > Rs.5-10 crore (single job)  > Rs.1-5 crore (single job)	30 25  20	
iii. Experience of working in West Bengal	10	>10 years >8-10 years >5-8 years Upto 5years	10 8 6 5	
<b>A.2. Presentation on Project</b>				<b>35</b>
i. Technical approach, Functional Planning (Work Plan and Innovation) and General Aesthetics (Site Plan, Architectural Drawing, Façade and Elevation)			35	
<b>B. Financial Strength of the Organization</b>				<b>15</b>
i. Average Annual Turnover during last Five years ending on 31.03.2024 in consultancy or work of similar nature (as per Annexure -II)	10	>Rs.5 Crore >Rs.2-5 Cr	10 5	
ii. Net Profit Average during last Five years ending on 31.03.2024	5	> Rs.5 Lakhs > Rs.3-5Lakhs Upto Rs.3 Lakhs	5 3.5 1.5	

**Note:**

- 1) The bidder has to score marks in each of the item / criteria mentioned in the above table. Inability of the bidder to attend or score any marks in any of the item / criteria would lead to the disqualification of the bidder.
- 2) The minimum technical score required to pass is **60 marks**. **Financial bid of the technically qualified bidders will be opened for financial evaluation.**

**1. Notification of Successful Technical Bid**

As per e-tender system the successful bidder would get a notification. The list of technically qualified Bidder would be uploaded in e-tender portal.

**2. Opening of Financial Bid**

The opening time and date for the Financial Bid are to be notified by the Authority through e-tender system.

**3. Examination of Financial Bid**

After opening of the Financial Bid, the bid evaluation committee of the Authority will evaluate the proposals as per criteria mentioned in clause 7.2 above and determine the rank of the Bidders.

A Financial Bid determined as non responsive will be rejected.

The Authority may waive any minor informality or non-conformity or irregularity in a Financial Bid which does not constitute a major deviation or reservation provided such waiver does not prejudice or affect the relative ranking of Bidder.

If there is any discrepancy between words and figures, the amount in words will prevail. The Financial Bid which is incomplete or conditional will be rejected.

The Financial Bid shall not be returned to the Bidder regardless of the result of the Bid.

**4. Evaluation and Comparison of Financial Bid**

**12.1. Evaluation Procedure**

The Authority will evaluate the Bids as per criteria mentioned in clause 7.2 and 8.6 and determine the rank of the bidders. The Authority reserves the right to reject any bid or bids received at its discretion without assigning any reason whatsoever.

**NOTE:**

**Taxes and duties shall not be considered for the purpose of evaluation.**

**12.2. Clarification on Financial Bid**

For the purpose of examination, evaluation and comparison of the Financial Bid, the Authority may at his



discretion request the Bidder in writing to clarify his Financial Bid, but no change in the Bid Price or substance of the Bid will be sought, offered or permitted.

## **5. Award of Contract**

### **1. Award of Contract to Successful Bidder**

The Authority will award the Contract to the successful Bidder:

1. Whose Bid will be determined to be responsive to this Bidding document and who will be determined by the Authority, to be qualified technically, financially and obtained highest point.
2. The Authority reserves the right to reject any bid or bids received at its discretion without assigning any reason whatsoever.
3. The award of the contract will be made after all clearances from the competent authority of the Authority.

### **2. Notification of Award (NoA)**

Prior to the expiration of the Bid validity pursuant to Sub-clause 4.5 in this instructions, the Authority will notify the successful Bidder in writing by registered letter or by e-mail to confirm that its Bid has been accepted.

The notification of award will constitute the formation of the Contract.

### **3. Signing of Contract**

Within thirty (30) days of the receipt of notification of award from the Authority, the successful Bidder shall sign and date the Contract.

The Contract shall take the form of Other Terms and Conditions of Contract attached to Section E and such modifications as may be necessary.

The Bidder shall prepare at his own cost two (2) original copy of the Contract including the Contract Form attached to the Other Conditions of Contract for distribution to the parties concerned.

## **6. Other Points**

- (1) Applicants are advised to study the TENDER documents carefully before participating. It shall be deemed that submission of application by the applicant has been done after their careful study and examination of the TENDER document with full understanding to its implications. All participants are requested to visit the sites and satisfy themselves about local conditions and also other matters that may be required in connection to the work. Such matters should be duly taken care of during the work.
- (2) The applicant is responsible for all costs incurred in connection with participation in this bidding process, including participation in meeting / discussions/ presentations. Preparation of proposal in providing any additional information required by Employer / SFDCL to facilitate the evaluation process and in negotiating a definitive service Agreement or all such activities related to the bid process. This TENDER does not commit the Employer/ SFDCL to award a contract or to engage in negotiation. Further no reimbursable cost may be incurred in anticipation of award.
- (3) Applicant is expected to examine all instructions forms, terms, specifications and other information in the TENDER document. Failure to furnish all information required by the TENDER documents or to submit

application not substantially responsive to the TENDER documents in every respect will be at applicants risk and may result in the rejection of its application.

- (4) The application shall be signed by the person on behalf of the organization having necessary authorization/power of attorney to do so. Each page of application shall be signed copy of Power Attorney / Memorandum of association shall be furnished along with the application and original should be produced subsequently for verification and return.
- (5) Intending applicants are required to submit their full Bio-Data giving details about their organization, proven competence to handle major works, in house computer aided facilities etc.
- (6) The applicant may engage the services of well qualified specialists or consultants pertaining to services relevant to the work at his own risk and cost and no extra payment will be made by Employer/ EKWMA in this regard.
- (7) The total consultancy fee shall be duly filled up as per BoQ in excel format. The consultancy fee shall be excluding GST and including other taxes as applicable. Deduction of Income Tax etc. will be made at source at the time of making payment.
- (8) Selection of Consultant will be based on **Combined Quality cum Cost Based Selection (CQCCBS) method.**
- (9) The applicant will give a concise, complete and logical description of how the consultant's team will carry out the services to meet all requirements.
- (10) If any file (like drawing etc.) could not be uploaded due to shortage of space, then the bidders are requested to submit the said Document physically in the Tender Box.
- (11) Documentary evidence establishing the general and overall experience of the firm should be submitted.
- (12) Documentary evidence establishing the applicant's technical eligibility and financial eligibility should be submitted.
- (13) Authority / owner shall not consider any application that arrives after the dead line for submission of application.

#### **7. Method and Schedule of Payment of Consultancy Fee:-**

The payment shall be made through RTGS / NEFT as per schedule of payment mentioned below:

- a)10% on completion of Concept design [stage 1]
- b)10% on completion of Preliminary design and drawings [stage 2]
- c)10% on completion of Drawings for Client's/ statutory approvals [stage 3]
- d)15% on completion of Working drawings and tender documents [stage 4]
- e)5% on completion of Appointment of contractors [stage 5]
- f)25% on completion of Construction [stage 6]
- g)25% on Actual Completion/Handover [stage 7]

**16. Penalty for suppression / distortion of facts**

Submission of false document by tenderer is strictly prohibited & if found action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

**17. Rejection of Bid**

The Employer (tender accepting authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time the 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 of the ground for Employer's (tender accepting authority) action.

**18. Award of Contract**

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/ Letter of Acceptance.

FORM –I  
**PRE-QUALIFICATION APPLICATION**

**To**  
**The Managing Director**  
**The State Fisheries Development**  
**Corporation Limited**

Ref: Tender for \_\_\_\_\_  
\_\_\_\_\_ (Name of work) \_\_\_\_\_  
\_\_\_\_\_

**e-N.I.T.NO- SFDC/MD/NIT- (e)/ 2024-25 of The Managing Director, The State Fisheries Development Corporation Limited**

Dear Sir,  
Having examined the Statutory, Non statutory and e-NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of .....In the capacity \_\_\_\_\_ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that :

- (a) Tender Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.
- (b) Tender Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

**Enclo:- e-Filling:-**

- 1. Statutory Documents
- 2. Non Statutory Documents

Signed by an authorized officer of the firm

\_\_\_\_\_  
Title of the officer

\_\_\_\_\_  
Name of the Firm with Seal  
Date

**N.B. THIS APPLICATION MUST BE MADE IN THE LETTER HEADED PAD OF THE FIRM IN WHICH APPLICATION IS MADE, CLEARLY MENTIONING THE ADDRESS AND CONTACT NUMBER & email ID OF THE FIRM.**

**ANNEXURE - II**

**PROFORMA FOR FINANCIAL CAPABILITY OF BIDDER**

**PROFORMA FOR FINANCIAL CAPABILITY OF BIDDER (for a period of last five years)**

Bid No. \_\_\_\_\_ Date of Opening \_\_\_\_\_ Time \_\_\_\_\_

Name of the Bidder \_\_\_\_\_

**Year**

**Turnover**

2018– 2019 Financial Year

2019– 2020 Financial Year

2020– 2021 Financial Year

2021– 2022 Financial Year

2022– 2023 Financial Year

Average

**Note:**

The annual turnover amount is to be supported by annual audited report and Income Tax Return.

Signature of the Authorized Representative Name of the Person  
Position

**ANNEXURE-III**

Detail of the qualification works executed (Please mention only such works which qualifies the category/class for which you have applied)

Sl. No.	Name of work	Work executed for (Name of the organization with address, concerned office & telephone number)	Nature of work (in brief)	Location of work	Present value of the work	Stipulated time of completion	Actual time for completion	If work left incomplete or terminated (Furnish reason)
1								
2								
3								
4								
5								

(Signature of the Consultant or Authorized Representative)

Furnish the name of three responsible clients/ Persons to whom the major works carries out by the applicant with address and telephone number who will be in a position to clarify about the quality as well as past performance of your organization.

Sl. No.	Name of the Official	Organization	Address	Contact No.
1				
2				
3				

(Signature of the Consultant or Authorized Representative)

**ANNEXURE-V**

Registration / Empaneled with Government/ Public Sector/ Institution

Sl. No.	Name of the Organization	Nature of Work
1		
2		
3		
4		
5		

(Signature of the Consultant or his Authorized Representative)



**ANNEXURE-VI**

**Non-Black Listing / Non-Debarment / Non-Termination / Non-Penalised, etc. Declaration**

**(To be given in Organisation Letter Head)**

To  
Managing Director  
The State Fisheries Development Corporation

**Ref: e-NIT No.**

**Name of the work:** Project Management Consultant for the planning, design, drawing, preparation of Detailed Project Report (DPR), BOQ with supervision of execution for Fish Feed Plant having capacity 10MT/Hour floating feed and 5MT/Hour sinking or shrimp feed at Kalyani Fish Farm, Kalyani.

Sir / Madam,

We hereby solemnly declare that all the information submitted through / statements made in this bid submission are true, complete and correct, and we will produce Original documents on demand by the Authority.

We also hereby solemnly declare that we are not black listed / debarred / terminated / penalised, etc. by the Government of India or any State Government(s) of India / any agency of the Central or State Government(s) of India / any Public Sector Undertaking of India / any other Regulatory authority or autonomous body in India / any other country in the world for any kind of fraudulent activities.

Dated this            Day of 20  
(In the capacity of)  
With official seal

(Signature)

**ANNEXURE-VII**

**DESCRIPTION OF THE TECHNICAL APPROACH METHODOLOGY FOR  
PERFORMING THE ASSIGNMENT (Brief Outline).**

Technical Approach:-

Methodology:-

(Signature of the Consultant or his Authorized Representative)

**ANNEXURE – IX**

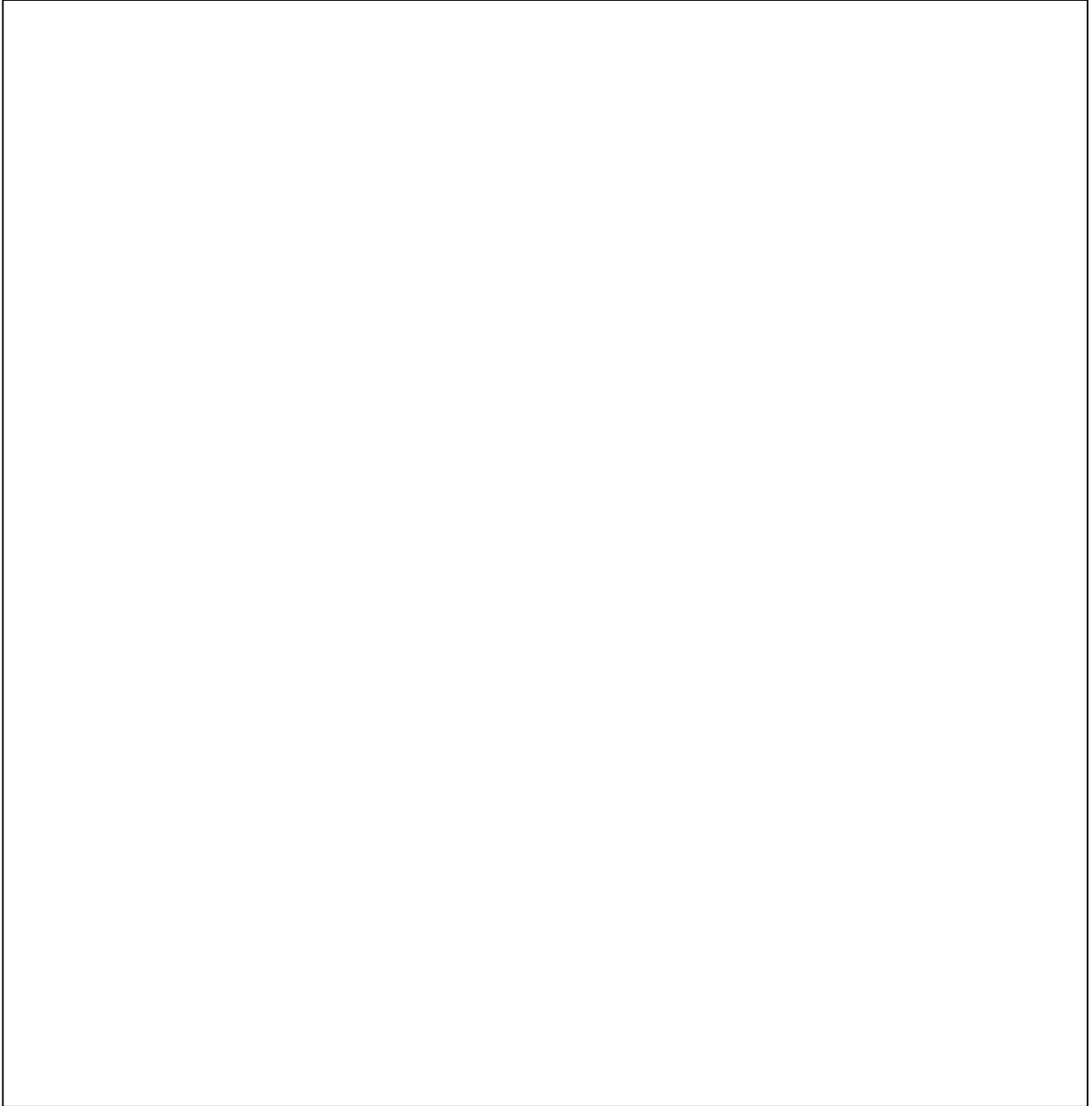
**FUNCTIONAL PLANNING (WORK PLAN AND INNOVATION)**



(Signature of the Consultant or his Authorized Representative)

**ANNEXURE - X**

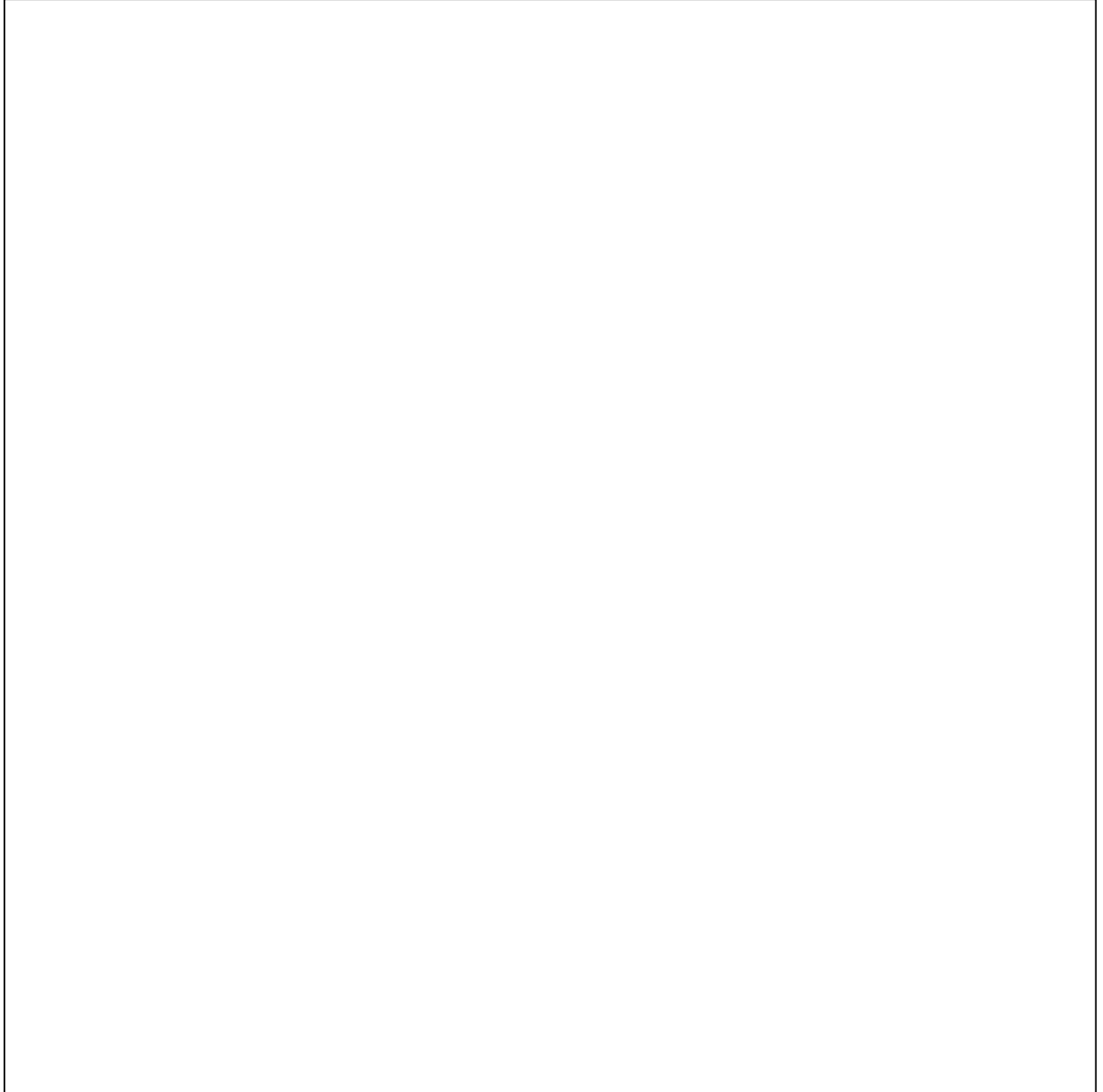
**GENERAL AESTHETICS (SITE PLAN, ARCHITECTURAL DRAWING, FACADE AND ELEVATION)**



Signature of the Consultant or his Authorized Representative)

**ANNEXURE - XI**

**COMPATIBILITY, FEASIBILITY AND ECONOMY IN CONNECTION TO  
MAINTENANCE**



Signature of the Consultant or his Authorized Representative