



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- 05(e)/2026-27

Memo No: 622/Adm-488/II (Pt-IX)

Date: 30/07/2026

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

Sl. No.	Name of work	Amount put to Tender	Earnest Money	Time Period	Eligibility of Bidder
		(In Rs.)	(In Rs.)		
1	Annual Maintenance Work of up-keeping, Carpentry, Sanitary Plumbing & Electrical work entire 7 th and 8 th floor of secretariat office building, Benfish Tower, Sector-V, Salt Lake, Kolkata-700091. (Fy 2026-27 & 2027-28)	Rs.36,58,152/-	Rs. 73,163/-	2 years	Bonafide outsider resourceful & reliable agencies (reference Serial No. 5 of this e-NIT).

N.B.:- The successful L1 Bidder shall have to pay the fees of requisite set of tender documents for execution of formal agreement.

- 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.
- The Technical document and Financial Bid submitted online only.
- 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 both 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.
- Eligibility criteria for participation in the tender.**
 - The intending tenderers should produce credentials of a similar nature of completed work (Annual Maintenance of Up-keeping work) of the minimum value of 40% (forty percent) of the estimated amount put to tender and Sanitary plumbing & electrical work during 5 (five) years prior to the date of issue of the tender notice; or,

ii) The intending tenderers should produce credentials of 2 (two) similar nature of completed work (Annual Maintenance of Up-keeping work) each of the minimum value of 30% (thirty percent) of the estimated amount put to tender and Sanitary plumbing & electrical work during 5 (five) years prior to the date of issue of the tender notice; or,

iii) The intending tenderers should produce credentials of one single running work of similar nature work (Annual Maintenance of Up-keeping work) which has been completed to the extent of 80% (eighty percent) or more & value of which is not less than desired value and Sanitary plumbing & electrical work at (i) above;

In case of running works, only those tenderers who will submit the certificate of satisfactory running work from the concerned Executive Engineer, 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 executed agency, i.e., the tenderer.

The prospective tenderers must have sufficient credential to participate in the Tender as per Notification bearing No. 04-A/PW/O/10C-02/14 dated 18.03.2015 of Accounts Branch, PWD, Govt. of W.B. [Non Statutory Documents]. (If applicable)

Credential of Public Works department of State / Central, Fisheries department or its statutory bodies, Zillah Parisads, Municipal Corporations, HIDCO., or similar nature other Govt. bodies are preferred as per discretion of the executing Agency.

Capability statement in separate sheet should be submitted along with the technical bid.

The Bidders are required to produce the original documents for verification by the Tender Committee as and when required. Qualified firms will be intimated to attend the opening of cover II (financial bid). The venue will be intimated separately.

The prospective tenderers must have sufficient credential to participate in the Tender as per Notification bearing No. 04-A/PW/O/10C-02/14 dated 18.03.2015 of Accounts Branch, PWD, Govt. of W.B. [Non Statutory Documents].

N.B.:- Completion certificate should contain a) Name of work, (b) Name of Client, (c) Amount put to tender, (d) Schedule month and year of commencement and completion as per work order (e) actual month and year of completion.

Completion Certificate, Work Order and Payment certificate along with Summary sheet for details of works must be uploaded. Otherwise tender will be treated as non qualified.

iv) Payment certificate will not be treated as credential.

v) Credential certificate issued by the Executive Engineer or equivalent or competent authority of a state / Central Govt., State / Central Govt. undertaking, Statutory / Autonomous Bodies Constituted under the Central / State Statute, on the executed value of completed / running work will be taken as credential.

vi) The prospective bidders shall have in their full-time engagement experienced technical personnel, the minimum being **One Plumber & One Electrician and sweepers** (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation).

vii) Declaration regarding Structure and Organization duly digitally signed by the applicant to be submitted along with application.

viii) 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 Taxpayer Identification Number (GSTIN) under GST Act '2017, Employees Provident Fund and Employees State Insurance registration number and current challan 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.

ix) In case of proprietorship & partnership Firm & Company, System Generated Tax Audit Report in 3 CD & 3CB Form shall have to be furnished along with Balance Sheet & Profit & Loss Account & all schedules forming the part of Balance Sheet & Profit & Loss Account. Tax Audit Report, Balance Sheet & Profit & Loss Account including all schedules forming the part of Balance Sheet & Profit & Loss Account should be in favour of applicant. No other name along with applicant name in such enclosure will be entertained. (Non-Statutory Document).

x) **Joint venture will not be allowed** to participate in the above e-NIT.

xi) The maintenance contract will be initially valid for two year from the date of commence of work or date of execution of agreement whichever is earlier subject to its renewal for another similar terms on the same terms and conditions including subject to satisfactory performance of the contractor. However, the contract can be terminated by the either party any frame by giving one months' notice.

xii) DESCRIPTION OF DUTIES: -

A) For up-keeping work: -

Daily Tasks (To be completed before 09:00 AM)

- **Dry Sweeping & Mopping:** Sweeping and wet mopping of all cabins, corridors, lobbies, and staircases using eco-friendly disinfectants and phenyl.
- **Restroom Sanitization:** Continuous cleaning and scrubbing of toilet bowls, urinals, washbasins, and tiled floors with specialized cleaning agents.
- **Consumable Replenishment:** Ensuring uninterrupted availability of liquid hand soap, tissue papers, urinal cubes, and air fresheners in all restrooms.
- **Waste Collection:** Emptying all individual cabin dustbins, shredder bins, and common waste baskets. Segregation of dry and wet waste.
- **External Sweeping:** Sweeping of the open courtyard, entrance steps, main gate area, and immediate perimeter pathways.

Twice-Daily / On-Call Tasks (Mid-day Schedule)

- **High-Traffic Mopping:** Secondary sweeping and mopping of common corridors and main lobbies between **01:00 PM and 02:30 PM**.
- **Garbage Disposal:** Transferring collected waste to the centralized municipal corporation dump yards outside the Secretariat premises.

Weekly and Periodic Tasks (To be executed on weekends/holidays)

- **High-Level Dusting:** Removal of cobwebs from ceilings, ventilation ducts, and high walls.
- **Glass & Furniture Maintenance:** Cleaning and polishing of window panes, glass facades, wooden partitions, and venetian blinds.
- **Deep Scrubbing:** Mechanized floor scrubbing of corridors and lobbies using heavy-duty floor scrubbers and approved chemical detergents.

Terrace & Drainage Clearing: Sweeping of the building terrace and clearing any choked rainwater or sewage drains.

B) For plumbing & sanitary work: -

- a) Repairing of maintenance of bib cocks, pillar cocks, stop cocks, wash Basin etc. of Various size.
- b) Removal and replacement of bib cocks, pillar taps, stop cocks of various Size.
- c) Repairing and replacing the flushing cistern along with necessary fittings.
- d) Repairing/replacing CI/GI direct/down take pipe lines of any dia including fittings up to 6 ft. length.
- e) Attending to all complaints regarding leakage overflow, non-functioning etc. of all drainage lines.
- f) The contractor shall provide necessary tools for the work and work should be left unattended for want of tools.
- g) The contractor shall ensure that all fittings are working properly and when needs to be replaced; it should be replaced. No extra charges cannot be claimed.
- h) The plumber posted should attend the work between 10.00 am to 5.00 pm on all working days. He should also attend the work on Sundays and Holidays, and also on emergent situations in the night, if required, i.e., after 5.00 p.m.

C) For Electrical work: -

- a) Repairing of maintenance of Light/ points, power plug points, AC points, replace the defective switches, plugs, NCB and electrical fittings.

- b) The contractor shall provide necessary tools for the work and work should be left unattended for want of tools.
 - c) The contractor shall ensure that all fittings are working properly and any items like light, NCB, Switch etc. as and when needs to be replaced should be replaced. No extra charges cannot be claimed.
 - d) The contractor shall ensure sufficient stock of materials & when needs to be replaced.
 - e) The electrician posted should attend the work between 10.00 am to 5.00 pm on all working days. He should also attend the work on Sundays and Holidays, and also on emergent situations in the night, if required, i.e., after 5.00 p.m.
- xiii) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- xiv) The Tender evaluation committee will have sole discretion to decide eligibility of the contractor on the basis of e-filing documents and reserves the right to refuse any explanation to contractors found ineligible after scrutiny.
- xv) 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.
- xvi) 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. All materials such as Phenyl, acid, Naphthalene etc. are to be procured at his own cost including all Taxes. Quality of material should be maintained as per specification as per direction of E.I.C. Authenticated evidence for purchase of materials etc. are to be submitted along with the challan & test certificate. In the event of further testing opted by the E.I.C., then such testing from any Govt. approved testing laboratory shall have to be conducted by the agency at their own cost. The quality of materials & specifications of items as per provision of P.W.D. S.O.R. & relevant I.S. Code.
8. Recovery of 1% (one percent) cess on construction cost in accordance with the buildings and other construction worker's (Regulation of Employment & conditions of service) Act. 1996 will be implemented in this Tender.
9. Arbitration will not be allowed. The Clause No. 25 of 2911 is to be considered as deleted clause vide gazette notification no. 558/SPW-13th December, 2011.
10. Bids shall remain valid for a period not less than 180 (One hundred eighty) days from the date of opening of the Financial Bid. Bid valid for a shorter period shall be rejected by the The Managing Director, as non-responsive.
11. The prospective bidders shall be capable to establish field testing laboratory equipped with requisite instruments and technical staff so that if the work is finally awarded, he may establish such laboratory in the work site. Test of materials from outside recognized laboratory may be done, if required, at the discretion of the Engineer-in-charge. The cost for such testing will be borne by the agencies.
12. The intending bidders should clearly understand that whatever may be the outcome of the present invitation of bids, no cost of bidding is reimbursable from the department.
13. In case of inadvertent typographical mistake in the bill of quantity, the same will be treated to be corrected as to confirm with the prevailing relevant schedule of rates of PWD / PWD (Electrical) / PWD (Roads)/ I& WD for the concerned district or as per Technically sanctioned estimate.
14. No fixed Security Deposit will be allowed.
15. No Price Adjustment in respect of certain construction material (i.e. cement components, steel components etc.) will be considered.
16. Running payment for the work may be made on availability of the fund after necessary certification of work along with checking of contractor's bill.
17. Successful bidder (L1) will have to purchase at least 2(two) copies of tender at usual cost which mentioned in e-NIT from the office of the respective MD, SFDCL.

18. A :- Important information

Date & Time schedule

Sl. No.	Particulars	Date & Time
1.	Date of uploading of e-N.I.T. Documents online) (Publishing Date)	06/08/2026 at 6:55 pm
2.	Documents download/sell start date (Online)	06/08/2026 at 6:55 pm
3.	Documents download/sell end date (Online)	20/08/2026 at 3:00 pm
4.	Bid submission start date (Online)	06/08/2026 at 6:55 pm
5.	Bid Submission closing (Online)	20/08/2026 at 3:00 pm
6.	Bid opening date for Technical Proposals (Online)	22/08/2026 at 3:00 pm

19. LOCATION OF CRITICAL EVENT

Bid Opening



Office of the **Managing Director**
The State Fisheries Development
Corporation Limited

20. The Agency will be liable to maintain the work at working portion at the appropriate service level to the satisfaction of the Engineer-in-Charge at his own cost for a period as per prevailing Govt. rule from the date of completion of the work. If any defect/damage is found during the period as mentioned above contractor shall make the same good at his own cost expense to the specification at par with instant project work. Failure to do so, penal action against the Agency will be imposed by the Department as deem fit. The Agency will have to quote his rate considering the above aspect.
21. All Bidders are requested to present in the 'The State Fisheries Development Corporation Limited.', during opening the financial bid The Managing Director, **The State Fisheries Development Corporation Limited** may call **Open Bid/Sealed Bid** after opening of the said bid to obtain the suitable rate further, if it is required. No objections in this respect will be entertained raised by any Bidder who will present during opening of bid, or from any Bidder who will absent at the time of opening of Financial Bid. No informal tenderer will be entertained in the Bid further.
22. Site of work and necessary drawings may be handed over to the agency phase wise. No claim in this regards will be entertained.
23. **Earnest Money:** 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 & 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.
- Balance amount of earnest money if any required (calculated on the basis of @ 2% of total Estimated amount) has to be deposited by the successful bidder(s) at the time of formal agreement.**
24. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its Surroundings and obtain all information's that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender, before submitting offer with full satisfaction, the cost of visiting the site shall be at his own expense.

25. 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 Managing Director, The State Fisheries Development Corporation Limited reserves the right to reject any application for purchasing Bid Documents and to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Tenderer at the stage of Bidding.
26. **Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' before tendering the bids.**
27. **Conditional / Incomplete tender will not be accepted.**
28. The intending tenderers are required to quote the rate ***on line***.
29. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.
30. **Guiding schedule of rates - For building works:** Current Schedule of rates for concerned District P.W.D. with effect from 01.11.2017 for Building, Sanitary & Plumbing works P.W (R) SOR, P.W.D. (Electrical) SOR along with up to date Corrigenda & Addenda.
31. No price preference & other concession as per Order No. 1110-F dated 10.02.2006 will be allowed.
32. 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 allowed to participate in the tender and that application will be out rightly rejected without any prejudice. The 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.
33. In case if there be any objection regarding prequalifying the Agency that should be lodged to the 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 authority.
34. 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.
35. If any discrepancy arises between two similar clauses on different notification, the clause as stated in later Notification will supersede former one in following sequence.
 - i) Form No. 2911.
 - ii) e-NIT
 - iii) Special terms & conditions.
 - iv) Technical Bid.
 - v) Financial Bid
39. The prospective tenderers or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility.
40. **Qualification criteria.**

The tender inviting & Accepting Authority will determine the eligibility of each bidder, the bidders shall have to meet all the minimum regarding.

 - a) **Financial Capacity.**
 - b) **Technical Capability comprising of personnel & equipment capability.**
 - c) **Experience/Credential**

The eligibility of a bidder will be ascertained on the basis of the digitally signed documents in support of the minimum criteria as mentioned in a, b, c above. If any document submitted by a bidder is either

manufacture or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice.

41. Where an individual person holds a digital certificate in his own name duly issued to him by the company or the firm of which he happens to be a director or partner, such individual person, either belonging to an appropriate cadre officer of the company or an authorized partner of a firm, having a registered power of attorney empowered by the board or by the firm, shall invariably upload a copy of registered power of attorney showing clear authorization in his favour, to upload such tender.
The power of attorney shall have to be registered to accordance with the provisions of the Registration Act, 1908.
42. The bidder should submit necessary labour license from the competent authority under contract labour (Regulation & Abolition) Act '1970.
43. No child labour will be allowed at the working site.
44. The prospective bidder to arrange sufficient construction materials & mechanical equipment's to ensure compliance with his obligations under the contract.
45. All the EMD/Tender Fees in respect of e-Tender will mandatorily be received and refund/settlement made as per Finance Department, Govt. of West Bengal vide No. 3975-F(Y) dated 28th July '2016.
46. Rate should be quoted including all duties, taxes & other levies Educational Cess etc. as imposed by Govt. of India & Govt. of West Bengal valid on date of bidding, payable by the Contractor under the Contract, or for any other cause. **The Managing Director, The State Fisheries Development Corporation Limited** will not make any payments towards taxes, duties, levies etc. for the entire contract period.
47. Bidder shall submit copy of :-
 - i) Valid PAN issued by the IT Deptt., Govt. of India & I.T Return for last 05 (five) years.
 - ii) Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act '2017.
 - iii) Tax invoice(s) needs by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act '2017.
 - iv) Employees Provident Fund and Employees State Insurance registration number and current challan.
48. Supplementary work/ deviation quantity if any should be followed as per Notification No. 6754-PW/L & A/2M-312/2017 dt. 18/12/2017.

Sd/-

**MANAGING DIRECTOR
THE STATE FISHERIES DEVELOPMENT
CORPORATION LIMITED**

Memo No: 622/1(4)/Adm-488/II (Pt-IX)

Date: 30/07/2026

Copy forwarded for favour of kind information to the:-

- 1) The Secretary to the Govt. of West Bengal, Fisheries Department,
- 2) The Managing Director, BENFISH,
- 3) The PS to Minister in Charge, 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. 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).

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 (Sec-B, Form- I).
- (ii) Tender Form No. 2911 & NIT (download properly and upload the same digitally Signed).
- iii) SPECIAL TERMS AND CONDITIONS_DECLARATION BY THE TENDERER_EXPERIENCE PROFILE.

A-2. Non statutory Cover Containing

- i) PAN Card, Current P.Tax Challan, Current IT Return for last 5 (five) years, Trade License, Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act '2017, Tax invoice(s) needs by the supplier for raising claim under the contract showing separately the tax charged in accordance with the

provisions of GST Act '2017, Employees Provident Fund and Employees State Insurance registration number and current challan.

- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm/ Article of Association and Memorandum.
- iv. Registered Power of Attorney (For Partnership Firm/ Private Limited Company, if any).
- v. System generated Tax Audit Report in 3 CD/ 3CB Form shall have to be furnished along with Balance Sheet and Profit and Loss A/c for the last five years (year just preceding the current Financial Year will be considered as year – I).
- vi. Employees Provident Fund and Employees State Insurance registration number and current challan.
- vii. 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).
- viii. List of technical staff along with structure and organization (Section – B, Form – III).

Note:- The eligibility of a bidder will be ascertained on the basis of scanned copy of all original documents duly digitally signed as stated in A-1 & A-2. Failure of submission of any of the above mentioned documents (as stated in A1 and A2) will render the tender liable to summarily rejected for both statutory & non statutory cover.

C. Financial proposal

- (i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate (percentage Above/ Below/ At par) 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 and Digitally Signed by the contractor.
- iii) As per G.O. No. 4608-F(Y) dated 18.07.2018 of Finance Department, Govt. of West Bengal, Additional Performance Security @ 10% (Ten Percent) of the tendered amount shall be obtained from the successful bidder if the accepted bid value is 80% (Eighty percent) or less of the Estimated amount put to tender.

The Additional Performance Security shall be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order.

The Bank Guarantee shall have to be valid upto end of the Contract Period & shall be renewed accordingly, if required.

Security deposit is not applicable in this tender.

6. Penalty for suppression / distortion of facts

Submission of false document by tenderer is strictly prohibited and in case of such act by the tenderer the same may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.

7.REJECTION OF BID:-

The Employer (tender accepting authority / bid evaluation committee) 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 Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the ground for Employer's (tender accepting authority) action.

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

The Letter of Acceptance will constitute the formation of the Contract.

The Agreement in Printed Tender Form in WBF No. 2911 / 2911(i) /2911(ii) will incorporate all necessary documents e.g. N.I.T., all addenda corrigendum, special terms and condition (Section –C), different filled-up forms (Section –B), B.O.Q. and the same will be executed between the Tender Accepting Authority and the successful Tenderer.

Sd/-
The Managing Director
The State Fisheries Development
Corporation Limited

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.

Sl. No.	Category Name	Sub Category Description	Details
A.	CERTIFICATES	CERTIFICATES	- Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act ‘2017. - Tax invoice(s) needs by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act ‘2017. - PAN Card, Current P.Tax Challan. - Current IT return - Current Trade License - Employees Provident Fund and Employees State Insurance registration number and current challan.
B.	Company Details	Company Details – I	- Society (Society Registration copy, Trade License). - Power of attorney. - Partnership Firm (Partnership Deed, Trade License). - Bye Law. - Eligible list of Registered Unemployed Engineers Co-operative Society /Registered Labour Co-operative Society. - Current Audit Report. - Current N.O.C. from A.R.C.S. - Minutes of last A.G.M.
C.	Credential	Credential 1	Similar nature of work done & completion certificate which is applicable for eligibility in this tender. (ref. Serial no-5 of this e-NIT)
D.	Man Power, Machineries	Technical Personnel Machineries	List of Technical Staffs along with Structures & Organization (As per e-NIT)
E	Financial Information	Profit & Loss A/c. & Balance Sheet for last 5 (five) years	Affidavits – Y (Section – B) Profit & Loss A/c. & Balance Sheet (with Annexure & System generated 3CD & 3 CB form in case of Tax Audit).

Note:- Scan copy of all original documents stated above shall be uploaded duly signed by the bidder.

A. Tender evaluation by the The Managing Director, The State Fisheries Development Corporation Limited

- i. Opening of Technical proposal: - Technical proposals will be opened by Bid evaluation Committee constituted by The Managing Director, The State Fisheries Development Corporation Limited, and his authorized representative electronically from the web site stated using their Digital Signature Certificate.
- ii. Intending tenderers may remain present if they so desire.
- iii. Cover (folder) statutory documents (vide Cl. No. 5.A-1 of Section "A") should be open first & if found in order, cover (Folder) for non-statutory documents (vide Cl. No. – 5.A-2 of Section "A") will be opened. If there is any deficiency in the statutory documents the tender will summarily be rejected.
- iv. Decrypted (transformed in to readable formats) documents of the non statutory cover will be downloaded & handed over to the Managing Director, The State Fisheries Development Corporation Limited.
- v. Uploading of summary list of technically qualified tenderers.
- vi. Pursuant to scrutiny & decision of the Bid evaluation committee constituted by The Managing Director, The State Fisheries Development Corporation Limited the summary list of eligible tenders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- vii. While evaluation by Bid evaluation committee constituted by the The Managing Director, The State Fisheries Development Corporation Limited may summon of the tenders & 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.
- viii. **Opening & evaluation of Tender:-**
If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

B. Financial proposal

- i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ) the contractor is to quote the rate (Presenting Above/ Below/ At per) 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 contractor.
6. Penalty for suppression / distortion of facts

If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of **The Managing Director, The State Fisheries Development Corporation Limited** within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform for a 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the SFDCL may take appropriate legal action against such defaulting tenderer.

The Employer 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 action.

7. AWARD OF CONTRACT

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

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

The Agreement in W.B.F.No.-2911 will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.

Sd/-
The Managing Director
The State Fisheries Development
Corporation Limited

SECTION – B

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- _____ of 2023-24 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 ofIn 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.

SECTION – ‘B’
AFFIDAVIT – “Y”
(To be furnished in Non – Judicial Stamp paper
of appropriate value duly notarized)

1. I, the under-signed do certify that all the statements made in the attached documents are true and correct. In case of any information submitted proved to be false or concealed, the application may be rejected and no objection/claim will be raised by the under-signed.
2. The under-signed also hereby certifies that neither our firm M/S _____ nor any of constituent partner had been debarred to participate in tender for Govt. works during the last 5 (five) years prior to the date of this e-NIT.
3. The under-signed would authorize and request any Bank, person, Firm or Corporation to furnish pertinent information as deemed necessary and/or as requested by the Department to verify this statement.
4. The undersigned understands that further qualifying information may be requested and agrees to furnish any such information at the request of The Department.
5. Certified that I have applied in the tender in the capacity of individual/as a partner of a firm and I have not applied severally for the same work.
6. Certify that the rates have been offered by carrying out & completing the work to the satisfaction by the Department by taking due consideration of all factors after inspection of the work site & going through the detailed Notice Inviting e-Tender & Schedule of probable items of work with approximate quantities & other documents.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____

SECTION - B
FORM- III
STRUCTURE AND ORGANISATION

A.1 Name of applicant :

A.2 Office Address :

Telephone No. and Cell Phone No. :

Fax No. :

E mail ID :

A.3 Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data. :

A.4 PAN No. :

A.5 G.S.T. No. :

A.6 Details of Bank Accounts :-

i) Name of Bank :

ii) Name of Branch & Addressed with Phone No. :

iii) Account No. :

iv) MICR No. :

v) IFSC Code No. :

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation.

Signed by an authorized officer of the firm

Title of the officer

Name of the Firm with Seal

Date _____