



South Bengal State Transport Corporation

(A Government of West Bengal Undertaking)

Dr.B.C.Roy Avenue, Durgapur-713201, Dist.:-Burdwan.

TENDER DOCUMENTS OF LUBRICANT

Tender no & Date	SBSTC/E-TND/e-NIT-05/LUB/15-16 Dt.14.08.2015
Name of the work	Purchase of Lubricant different Categories.
Specification	The Principal Description & Approx. Quantity of LUBRICANT are mentioned in Para III
Date of Publishing Online	14.08.2015 after 16.00 Hrs.
Bid Submission and Document Download Start Date	14.08.2015 after 16.00 Hrs.
Last date for submission of Tender Document, both Technical & Financial bids [On line]	14.09.2015 up to 14.00 Hrs.
Last Date of Submission of Application Fees and Other Document [Off line]	14.09.2015 up to 14.00 Hrs.
Opening of Technical bids	15.09.2015 after 12.00 Hrs.
Opening of Financial bids	To be Notified Later
Address of Communication	Managing Director, South Bengal State Transport Corporation, Dr. B. C. Roy Avenue, Durgapur, 713201. Email Id:- sbstcpurchase@gmail.com & sbstcmd@gmail.com .
Content of the Tender Document	Eligibility criteria for the Bidders:- 1. Technical Bids. 2. Financial Bids.

TECHNICAL BID

(I) ELIGIBILITY CRITERIA FOR THE BIDDER

Copies of the following documents are to be enclosed with the technical bid

1. Bidder should be a Manufacturer and have experience of supplying Lubricant of different Categories to different State Transport Undertaking in West Bengal for 2 years. Supporting paper (regarding supply) to be enclosed.



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2. An application fees of **Rs. 5,000.00** (Five thousand) non refundable in the form of Demand Draft in favour of South Bengal State Transport Corporation to be submitted. Scan Copy of the same to be uploaded. However for the unsuccessful bidder it will be refundable.
3. Bidder should submit the Copy of PAN Card, Trade License and Income Tax Return for last 3 years, VAT Certificate.
4. The quantity mentioned is our approximate yearly requirement and may be lifted in monthly/quarterly instalments basis. Actual quantity of purchase may vary with the indented quantity.
5. Bidder should submit no deviation certificate from the Specification as prescribed by the Corporation. Signed copy of the Tender Documents to be uploaded.
6. The Bidder should enclose declaration regarding uninterrupted supply of the delivery schedule to our Durgapur & Belghoria Divisional Store.
7. The Bidder should clearly mention the Payment terms for which they are bidding.
8. No "Road Permit / Way-bill" are to be issued by us for supply the materials to our 'Durgapur / Belghoria Divisional Store'.
9. No "C" form will be issued for the any purchase. Full C.S.T. / VAT will be paid by us.
10. Bidder fulfilling above criteria should quote their rates in financial bid.
11. Bidder should quote their rates as per our given specification or the equivalent grade.
12. The hard copies of all relevant documents to be submitted (Off Line) in the tender box kept in the office of The Managing Director, South Bengal State Transport Corporation, Dr. B. C. Roy Avenue, Durgapur, 713201 by 14.00hrs. of 14.09.2015.

(II) GENERAL TERMS & CONDITIONS FOR THE BIDDER

1. Tender should be in the prescribed format obtained online from the e-tender portal www.wbtenders.gov.in and it should be submitted as per the instruction given in para (IV) of this tender document.
2. SBSTC does not take any responsibility for the delay caused due to non availability of Internet connection ,Internet traffic jam etc. for online bids.
3. SBSTC reserves the right either to accept or reject any or all the tenders at any time. Corporation reserves the right to choose the suppliers from successful bidders based on rate, credential, performance etc. For successful bidder whose product has not been used by the Corporation, trial order may be placed followed by formal order subject to satisfactory report.



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4. SBSTC reserves the right to choose any / all specification of Lubricant and change the quantity required.
5. The successful bidder shall be intimated of his selection for the award of contract. Hence no enquiry in this regard will be encouraged.
6. The rates quoted in the Financial Bid shall be inclusive of all Duties, levied by the appropriate authorities, Insurance, Transportation, loading & unloading charges and other charges, up to delivery point. CST / Vat should be mentioned separately.
7. **The rate quoted in the Financial Bid shall be valid for the period of 01 year from the date of opening of Financial Bid.**
8. If it is found that the supplied materials are not as per specifications/grade and up to the mark the supply made will be rejected and the order may be cancelled.
9. The bidder shall be solely responsible for the payment of sales Tax and other taxes, if any levied by the Government and other local bodies.
10. In exceptional circumstances, SBSTC may solicit the bidders consent to an extension of the period of validity. The request and the responses thereto shall be made in writing (or by e-mail or fax).
11. Online Bid must be submitted not later than the specified time & date.
12. The SBSTC may, at its discretion, extend the deadline for submission of bids by amending the bid documents.
13. During evaluation of Technical bids, SBSTC may, at its discretion, ask the bidder for clarification of his bid.
14. SBSTC will scrutinize the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
15. SBSTC, reserves the right at the time of award of contract to increase or decrease the quantity of goods originally specified in the schedule of requirements without any change in unit price or other terms and conditions.
16. SBSTC reserves the right to place order to the successful bidder/bidders as per its discretion.
17. The Managing Director, SBSTC, will act as the Arbitrator in case of any disputes. The jurisdiction will be at Durgapur.



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18. Delivery Schedule:-

Delivery of materials should be done as per our requirement from the date of receipt of the Purchase Order. Corporation reserves the right to cancel the Purchase Order in case the delay is more than the specified period.

19. Payment Terms:- Payment will be done as per **clause 7 of Para-I**. against submission of relevant papers.

20. The taxes and duties will be applicable as prevailing at the time of delivery.

21. Financial bid of only those bidders will be opened who are found to have fulfilled all the criteria as specified in Technical bid.

22. Price BID/BOQ (Financial bid)

“Financial Bid” shall contain the financial bids with the base rate per accounting inclusive of transportation, installation charges, freight charges, VAT, Excise duty and entry tax (wherever applicable) to be quoted. Bidders are required to fill online only in the **BOQ Folder**, further bidders are required to explain the taxes/levies etc. as mentioned in the **Price Bid** and upload a scan copy of write ups on taxes/levies etc in the **Misc Folder**.

(III) SPECIFICATION FOR SPRING LEAVES SET (FOR TENDER)

Sl. no.	Name of the Lubricant	Yearly Requirement
1	Engine Oil CH4, 15W 40	33390 ltrs.
2	Engine Oil CI4, 15W 40	26250 ltrs.
3	Gear Oil HP 140	8820 ltrs.
4	Gear Oil HP 90T	3780 ltrs.
5	W. B. Grease	4004 kgs.
6	Chassis Grease	3276 kgs.
7	Steering Oil	3150 ltrs.
8	Coolant	7350 ltrs.
9	APIGL 4, 80W 90	2100 ltrs.
10	APIGL 5, 85w 140	2100 ltrs.
11	Clutch Oil DOT-4	210 ltrs.

(IV) METHOD OF SUBMISSION OF BOTH TECHNICAL & FINANCIAL BIDS.



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1. TECHNICAL BID (cover-I) should contain the following covers.

(i) One Sealed cover containing the documents required to prove the eligibility criteria mentioned in the tender document along with the letter accepting the terms and conditions of the tender.

(ii) Separate sealed cover containing all technical specifications as specified in the bid to be submitted physically & scan copy to be uploaded at desired folder. All the copies should be self attested by the bidder.

(iii) The Technical Bid must be accompanied by **non refundable application fees by D.D** as mentioned in clause 2 of para (i).

(iv) All these covers should be placed in a single cover along with non refundable application fees by D.D and covering letter and sealed properly and super scribed as **“TECHNICAL BID FOR LUBRICANT”**.

2. BOTH TECHNICAL & FINANCIAL BIDS to be submitted in Online format on or before **14.09.2015 up to 14.00 Hrs.** Physical copies of the supporting documents along with **non refundable application fees by D.D** mentioned above should be submitted to office of **“The Managing Director”, South Bengal State Transport Corporation, Dr. B. C. Roy Avenue, Durgapur, 713201 by 14.09.2015 up to 14.00 Hrs.**

Managing Director,

South Bengal State Transport Corporation