



# South Bengal State Transport Corporation

(A Government of West Bengal Undertaking)

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

## TENDER DOCUMENTS OF ALUMINIUM SHEETS

Tender no & Date	SBSTC/E-TND/e-NIT/AL-SHEET/15-16 Dt.26/02/2016(2 <sup>nd</sup> call)
Name of the work	Purchase of Aluminium sheet of different types.
Specification	The Principal Description, Specification & Approx. Quantity of Aluminium Sheets are mentioned in Para III
Date of Publishing Online	26/02/2016 after 16.00 Hrs.
Bid Submission and Document Download Start Date	26/02/2016 after 16.00 Hrs.
Last date for submission of Tender Document, both Technical & Financial bids [On line]	08/03/2016 up to 12.00 Hrs.
Opening of Technical bids	08/03/2016 after 14.00 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:- <a href="mailto:sbstcpurchase@gmail.com">sbstcpurchase@gmail.com</a> & <a href="mailto:sbstcmd@gmail.com">sbstcmd@gmail.com</a> .
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/ Distributor/ Dealer/ Seller and have an experience of supplying 'Aluminium Sheets' of different types to Govt. organization/ Corporate bodies/ Organized agencies. Supporting paper to be uploaded.



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2. Bidder should submit the Copy of Profession Tax payment certificate, PAN Card, Trade License and Income Tax Return for last 3 years, VAT Certificate.
3. The quantity mentioned is our approximate present requirement and may be lifted in 1 or 2 installments basis. Actual quantity will be the final Tax Invoice quantity.
4. In case any Agency/ Trader of Manufacturer participates in the Bid requisite authorization letter certifying quality from the Principal to be submitted. The warranty norms of the principal will be applicable. All supporting paper to be uploaded.
5. Bidder should submit no deviation certificate from the Specification as prescribed by the Corporation.
6. Bidder should give consent for entering into an agreement with the Corporation for supplying the Aluminium sheets as per our Delivery Schedule in case Purchase order is placed on them. Consent letter in this respect to be enclosed in the bid.
7. Payment terms:- 50% against submission of Proforma Invoice and rest 50% within the 01 month from the date of delivery.
8. Road Permit / Way-bill if required to be arranged by the supplier.
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.
12. The hard copies of all relevant documents to be submitted 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 12.00hrs. of 08/03/2016

## **(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](http://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 **Aluminium sheet** 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 **12 months** from the date of opening of Financial Bid.
8. If it is found that the supplied materials are not as per specifications, 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:-** The materials will be lifted in **1 or 2** instalments. Delivery of materials should be done as per our requirement within **20 days** 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 07 of Para-I** after receipt the materials with 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 ALUMINIUM SHEETS:-**

Description	Specification	Quantity
ALUMINIUM SHEETS	2440x1220x1.22, AA1200 H-14	4000 kgs.
ALUMINIUM COIL SHEETS	1220x1.22, AA1200 H-14	800 kgs.
ALUMINIUM COIL SHEETS	900x0.91, AA1200 H-14	600 kgs.



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## **(IV) METHOD OF SUBMISSION OF BOTH TECHNICAL & FINANCIAL BIDS:-**

**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) 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 Aluminium Sheets"**.

**2. BOTH TECHNICAL & FINANCIAL BIDS** to be submitted in Online format on or before 26.02.2016 BY 12.00 hrs. Physical copies of the supporting documents mentioned above should be submitted to office of **"The Managing Director", South Bengal State Transport Corporation, Dr. B. C. Roy Avenue, Durgapur, 713201** by 12.00 hrs 08/03/2016.

*Managing Director,*

**South Bengal State Transport Corporation**