



South Bengal State Transport Corporation

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

(A Govt. of West Bengal Undertaking)



Tender Document Stitching of Uniform for Crews and Staff of SBSTC

Tender no & Date	: SBSTC/E-TND/UNIFORM MAKING /17-18 DATED 02/11/2017
Name of the work	: Stitching of Uniform for Crews and Staff of SBSTC
Job Schedule	: Stitching of Uniform for crews and staff of SBSTC as specified in Para III
Availability of Tender Documents	: From the date of advertisement till 22/11/2017 up to 14.00 hrs.
Tender publishing date and bid submission starting date	: 04/11/2017 after 11.00 Hrs.
Last date for submission of Tender Document, both Technical & Financial bids	: 23/11/2017 up to 12.00 Hrs
Opening of Technical bids	: 27/11/2017 after 9.00 Hrs
Opening of Financial bids	: To be notified later on
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.



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TECHNICAL BID:

(I) ELIGIBILITY CRITERIA FOR THE BIDDER

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

1. Bidder should have experience of at least two years in the relevant field and have experience of supplying to different Govt. Organizations/ Corporate houses/ Industries/ Semi- Govt. organizations supporting paper to be uploaded.
2. An application fees of Rs. 2,000.00 (Two thousand) only non refundable in the form of Demand Draft drawn in favor of South Bengal State Transport Corporation to be submitted. Scan Copy of the same to be uploaded.
3. The Bidder should have an established firm/shop – (Certificate of Incorporation/Shop Establishment License Certificate)(Copy to be enclosed).
4. Attested copy of deed of partnership, if the firm is a partnership concern/ Memorandum and Articles of Association duly certified in case of Company (Copy to be enclosed).
5. PAN CARD of the firm (Copy to be enclosed).
6. The Bidder must not be blacklisted/Suspended or any service related dispute with any organisation/Govt. Organisations/Semi Govt org/ Banks in India or out side India..
7. The Bidder should accept RFP Terms & Conditions-.
8. Bidder should submit the Copy of GST Certificate.
9. The Bidder should enclose declaration regarding supply of completed uniform to each Depot of SBSTC within a month of the placement of order. Bidder should submit no deviation certificate from the job specification as prescribed by the Corporation in Para III. Further bidder has to furnish bank guarantee amounting to INR 500000.00 as performance guarantee as security till the completion of the order. The said guarantee will be released on satisfaction within a fortnight.



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(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 and experience of the bidder.
4. SBSTC reserves the right to choose any / all and change the quantity required.
5. The successful bidder/ bidders 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 exclusive of GST. The rates of GST must be quoted clearly.
7. The rate quoted in the Financial Bid shall be valid for 180 days from the date of opening of Financial Bid. However the period of contract may be extended for a further period of ONE year on mutual consent.
8. If it is found that the supplied materials are not as per job specifications, the supply made will be rejected and rectification has to be done within seven days.
9. The bidder shall be solely responsible for the payment of GST and other taxes, if any levied by the Government and other local bodies in future.
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.



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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 up to 25% of 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 allot the jobs to the successful bidder / bidders in phases as per L1 rates.
17. SBSTC reserves the right to place order to the successful bidders as per its discretion.
18. The Managing Director, SBSTC, will act as the Arbitrator in case of any disputes. The jurisdiction will be at Durgapur.
19. Delivery Schedule:-
 - a. Uniforms should be supplied to Individual Depots of SBSTC from where measurement of uniforms is to be taken. On getting the uniform cloth the said uniforms has to be supplied within 30 (thirty) days to depot Authority for distribution.
20. Payment Terms: - 100% payment will be done on satisfactory delivery of uniforms to crew and staff with relevant papers.
21. Penalty- Delay in delivery of uniform will warrant INR 50 per day per uniform penalty if selected bidder fails to supply the uniform within stipulated period of 30 days from receipt of cloth and order.
22. Financial bid of only those bidders will be opened who are found to have fulfilled all the criteria as specified in Technical bid.
23. Price BID/BOQ (Financial bid)



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24. “Financial Bid” shall contain the financial bids with the base rate per uniform set inclusive of transportation, freight charges and exclusive of GST. 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) Job Schedule Stitching of Uniform for Crews and Staff of SBSTC

Two sets of Uniform for 1500 crew =3000 uniform sets: *(A set means one half sleeve shirt and one full pant)*

- For stitching a uniform set, cloth to the tune of 3.20 meter will be provided by SBSTC.
- Other accessories to stitch the uniform set is to be provided by successful bidder.
- Measurements for stitching the Uniform set of individual crew and staff are to be undertaken by the successful bidder at the Depots and workshops of SBSTC.
- Materials to be used for the stitching of uniforms should be as
 - A. Threads made of Madura coats
 - B. Zip made of Modi only.
 - C. Buttons of Paras and press buttons of Poni
 - D. All uniforms must be embossed/Woven with the name SBSTC in English.
 - E. All the complaints related to fitting of uniform should be attended within a week, failing which appropriate amount will be deducted from the bill.

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

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

- A. 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.
- B. 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.



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- C. The Technical Bid must be accompanied by non refundable application fees by D.D as mentioned in clause 2 of para (i).
- D. 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 **“Stitching of Uniform for Crews and Staff of SBSTC “**.

2. BOTH TECHNICAL & FINANCIAL BIDS to be submitted in Online format on or before 23/11/2017 at 12.00 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 12.00 hrs. On 23/11/2017

Sd/-

Managing Director,
South Bengal State Transport Corporation