

Request for Proposal of Supply and installation of e-Waste Bins at different locations in West Bengal

RFP No. EOT/COM/20-21/00083 Date: 12-March-2021

Issued by:

West Bengal Electronics Industry Development Corporation Limited (WBEIDC),

(A Govt. of West Bengal Undertaking)

Webel Bhavan, Block-EP & GP, Sector-V, Salt Lake, Bidhan Nagar,

Kolkata: -700091

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A. Introduction

West Bengal Electronics Industry Development Corporation Limited (WBEIDC Limited), nodal agency of Department of IT & E, Government of West Bengal (GoWB), invites tender for the work mentioned in the Table 1. Tenders are invited from reputed firms. Submission of bid should be in sealed envelope.

Table 1

Brief Description of Work	Tender Document Money (Rs) [Non-refundable]	Earnest Money Deposit (EMD) (Rs) [Refundable]	Last Date and Time of Bid Submission (Physical)	BID Opening Date and Time (Physical)
Supply and installation of e-Waste Bins at different locations in West Bengal	Rs.500 (Rupees Five Hundred Only)	Rs. 3000 (Rupees Three Thousand Only)	22-March-2021 3.00 PM	22-March-2021 4.00 PM
Bid Submission & Opening Venue	WEST BENGAL ELECTRONICS INDUSTRY DEVELOPMENT CORPORATION LIMITED (A Govt. of West Bengal Undertaking) Webel Bhavan, Block-EP & GP, Sector-V, Salt Lake, Bidhannagar, Kolkata: 700091			

The RFP documents are available at WBEIDC's office on all working days from 10:30 AM to 5:30 PM, address given above, on submission of Demand Draft of Rs.500.00 (Rupees Five Hundred only) in favour of **WBEIDC Limited** payable at Kolkata.

Alternately, the bidder can download the RFP documents from WBEIDC's website www.webel.in and submit the bid with a Demand Draft of Rs.500.00 (Rupees Five Hundred only) duly pledged in favour of **WBEIDC Limited** payable at Kolkata.

For any queries regarding this RFP, please contact General Manager (Commercial), Phone No. 033-23392270 & mail ID pratul.show@webel-india.com or Mr. S. J. Dutta, Manager Systems, Email: shashanka.dutta@webel-india.com on or before 15-March-2021, at 5:00 PM. No queries will be entertained after this time frame. If the tender committee feels, suitable corrigendum will be hosted in our website before 16-March-2021 at 4.00 PM for the information of all prospective bidders.

Canvassing in any form shall be liable for disqualification.

WBEIDC Limited reserves the right to accept or reject any or all the tenders without assigning any reason thereof.

The timelines for the EoI are mentioned in Table 2 below:

Table 2

1.	Eoi No. & Date	EOT/COM/20-21/00083 Dated 12-March-2021
2.	Tender issuing entity	West Bengal Electronics Industry Development Corporation (WBEIDC) Limited
3.	Brief Description of the work	Supply and installation of e-Waste Bins at different locations in West Bengal
4.	Tender Document Fee	Rs. 500 (Rupees Five Hundred Only) as Demand Draft
5.	Earnest Money Deposit	Rs. 3000.00 (Rupees Three Thousand Only) as Demand Draft Waiver for MSME is Applicable on submission of valid documents
6.	Date of uploading of Tender Document (Publishing Date)	12-March-2021
7.	Documents download /Sale start date	12-March-2021
8.	Last Date and time of sending the queries	15-March-2021 (5:00 PM)
9.	Corrigendum, if any will be published	16-March-2021 (4:00 PM)
10.	Bid Submission start date & time	16-March-2021 (4:30 PM)
11.	Bid Submission closing date & time	22-March-2021 (3.00 PM)
12.	Bid opening date & time for Technical Proposals	22-March-2021 (4.00 PM)
13.	Date of uploading the final list of Qualified Bidder after disposal of appeals (if any).	To be notified later.

B. Instruction to Bidders

a. Intending bidders may download the RFP document directly from the website <https://webel.in/tenders>. Necessary cost of tender documents (tender fees) of Rs. 500 (Rupees Five Hundred Only) must be submitted through Demand Draft.

b. The bidder shall pay an EMD of Rs. 3000.00 (Rupees Three thousand Only) through Demand Draft.

c. The bid document duly signed, will need to be submitted in a sealed envelope and mention the Tender No. and date on the envelope:

“RFP No. EOT/COM/20-21/00083 dated 12-March-2021” with the text “Do Not Open Before 22-March-2021, at 16.00 Hrs”.

In the main sealed envelope, put the Technical Bid envelope and the DDs of EMD & Tender Document Fees and sealed Commercial Bid envelope.

The sealed envelope should be addressed to the General Manager (Commercial), WBEIDC Limited, Block-EP & GP, Sector –V, Salt Lake, Kolkata - 700 091, through post/ speed post or dropped personally within the stipulated time in the tender box available with him. No other mode of delivery shall be accepted. WBEIDC Ltd. will not be responsible for any postal delay. Late submission of Bid will not be accepted.

d. The RFP Response should consist of the following documents:

- RFP submission letter on the letterhead of the firm clearly indexing the enclosures. This RFP submission letter should bear the reference no. and date, without which the bid will be treated as non-responsive.
- Bid Form duly filled and signed as per format on the letterhead of the bidder.
- This RFP document duly stamped & signed on each page, as a token of acceptance of all terms and conditions laid down in the tender document.

e. The bid will be evaluated by the ‘Tender Evaluation Committee’. The decision of the ‘Tender Evaluation Committee’ will be final and absolute in this respect.

f. The Eligible Bidder who quotes the lowest amount i.e. L1 will be the Successful Bidder.

g. Rate quoted shall remain firm during the order execution period and also shall remain valid for minimum two (2) years.

C. Eligibility Criteria of Bidders

The bidder must possess the requisite prior experience, financial strength and capability in executing the order necessary to meet the requirements as described in the RFP document. The Bidder is required to meet all eligibility criteria and submit documentary proof mentioned below in order to qualify.

1. The bidder must be a company registered under the Companies Act, 1956/2013 or a Partnership or a Proprietary Firm. Documentary (Certificate of incorporation / Partnership Deed) evidence to be submitted.

2. Experience on the related job area:

The bidder should have executed at least 1 single order of similar nature of jobs, particularly in Supply and installation of e-Waste Bins of Rs.3,00,000 or more or the bidder should have executed 2 single orders of similar nature of jobs, particularly in Supply and installation of e-Waste Bins of Rs.1,50,000 each or more or the bidder should have executed 3 single orders of similar nature of jobs, particularly in Supply and installation of e-Waste Bins of Rs.1,00,000 each or more from any Govt. Department / Quasi Govt. Dept / Govt Organisation / PSU / Board / Council/ Large corporate or similar organization anywhere in the country in last 3 financial years. Work Order copies along with job completion certificate from the customer duly self-attested are to be submitted. In case of non-availability of attestation from Gazetted Officer, the bidder will have to produce original document for verification, without which the bid will be treated as non-responsive and summarily rejected.

3. Minimum Annual Turnover for the last financial year:

Turnover of the last Financial Year (2019 - 2020) should be Rs.10,00,000 or above (Copy of audited Balance Sheet & P/L A/c duly certified by CA is required as proof).

4. Aggregate Annual Turnover:

Aggregate of Turnover of last 3 Financial Years (01-04-17 - 31-03-20) should be Rs 30,00,000 or above (Copy of audited Balance Sheet & P/L A/c duly certified by CA is required as proof).

5. No Consortium is allowed:

The Bids shall be submitted by only the Bidder; no consortium is allowed in this Bid. Declaration in this regard needs to be submitted.

6. Statutory Documents-PAN & IT Returns:

Copies of valid PAN along with I-T return documents, for Financial Year 2017- 2018, 2018-2019, 2019-2020 are to be enclosed with the bid.

7. Trade License

Copy of valid Trade License is to be enclosed with the bid.

8. Locations of Service Centres:

The bidder must have at least one registered office for COMMUNICATION in KOLKATA, WEST BENGAL and service center / workshop in at least one location in WEST BENGAL. Supporting documents for existence of Service Centre(s) / office has to be attached with the tender document.

9. Banned by Govt. or like organizations:

The bidder shall be required to give a declaration in their letter head that they have not been banned by any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization. If any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board Council or similar organization has banned the bidder and later on lifted the ban, the fact must be clearly stated.

10. Unpriced Bill of Quantities:

Un-priced B.O.Q is to be submitted in company letterhead mentioning the name, make and model no. of all the items.

11. NO PART BID ALLOWED:

Bidders have to quote all the items mentioned in tender document. No part bid will be accepted. Otherwise, the bid(s) will be treated as cancelled.

12. Minimum number of years of existence:

The bidding firm must be in existence for 3 years or more. (Documentary evidence has to be provided along with the bid)

13. Additional Eligibility Criteria:

COPY OF GST REGISTRATION CERTIFICATE MUST BE ENCLOSED WITH THE BID. BIDDER MUST SUBMIT THE HSN/SAC CODE FOR ALL THE ITEMS IN THE BOQ.

14. Tender Fees and Earnest Money Deposit (EMD):

The Bidder needs to submit Tender Fee of Rs. 500/- and EMD of Rs 3000.00 as separate Demand Drafts payable to West Bengal Electronics Industry Development Corporation Limited, Kolkata.

15. The Bidder shall submit drawing of the proposed eWaste Bin.

D. General Terms & Conditions

1. Awarding of Contract

WBEIDC Ltd will award the contract to the successful bidder whose bid has been valued as per Price and Other criteria . WBEIDC reserves the right not to accept the Lowest Price bid with out assigning any reason what so ever and the bidder will not challenge such decision in any forum what so ever WBEIDC also reserves the right to split the order and / or drop any line item as per direction of the end customer. The contract will be awarded to the bidder securing lowest price as per their offer. The successful bidder will have to give security deposit of 3% of total value of the LOI in the form of BANK GUARANTEE for a period of 60 days+ the maximum warranty period among the items quoted. After receiving the PBG, firm P.O will be issued.

2. Amendment of Invitation

At any time 1 days prior to the deadline for submission of proposals, WBEIDC reserves the right to add / modify / delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to all the Bidders who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents (Techno Commercial as well as Price Bid).

3. Amendment of Proposals

In order to afford prospective Bidder reasonable time to make amendment in their proposals, WBEIDC may, at its discretion, extend the deadline for the submission of proposals. However, no such request in this regard shall be binding on WBEIDC.

4. Assignments

Assignment of the job to third party is not allowed without the consent of WBEIDC Ltd.

5. PBG SUBMISSION AFTER LOI

You are requested to convey your acceptance of this Letter of Intent and to submit the desired information at an early date and submit the required Bank Guarantee in the attached prescribed format within a period of 14 days from the date of placement of this Letter of Intent, failing which this Letter of Intent is likely to be treated as cancelled.

6. Rejection of BID

Any deviation from the given specification and make, will be treated as rejected.

7. Canvassing

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so will render him liable to penalties, which may include removal of this name from the register of approved Contractors.

8. Date & Time validity of the quotation

Any quotation submitted later than the date and time mentioned above will not be accepted

9. Discrepancies and Adjustment thereof

Discrepancy between description in words and figures, the rate, which corresponds to the words quoted by the bidder, shall be taken as correct. Discrepancy in the amount quoted by the bidder due to calculation mistake of the unit rate, the unit rate shall be regarded as firm. Discrepancy in totaling or carry forward in the amount quoted by the bidder shall be corrected.

10 Disputes and Arbitrations

In case of any dispute or differences, breach and violation relating to the terms of this agreement, the said disput or difference shall be referred to the sole arbitration of Managing Director, WBEIDC Ltd. or any other person appointed by him. The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator to whom the matter is originally referred to vacates his office on resignation or otherwise or refuses to do works or neglecting his work or being unable to act as arbitrator for any reason whatsoever, the Managing Director shall appoint another person to act as arbitrator in the place of outgoing arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor. The Contractor will have no objection in any such appointment that arbitrator so appointed is employee of WBEIDC Ltd. The adjudication of such arbitrator shall be governed by the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof or any rules made thereof. The arbitration shall be held in Kolkata only.

11. Force Majeure Condition

If the execution of the contract/supply order is delayed beyond the period stipulated in the supply order as result of outbreak of hostilities, declaration of an embargo or blockade of road, fire, flood or any such act of nature, then WBEIDC LTD may allow such additional time by extending the project

execution timeframe as considered to be justified by the circumstances of the case and its decision will be final. If additional time is granted by the WBEIDC LTD, the supply order shall be read and understood as if it had contained from its inception the execution date as extended.

12. Inclusion of freight & insurance

Price quoted should be inclusive of freight & insurance upto the delivery locations.

13. Formats and Signing of Proposals

The original proposal shall be neatly typed and shall be signed by an authorized signatory / signatories on behalf of the Bidder. The authorization shall be provided by written Power of Attorney accompanying the proposal. The person or persons signing the proposal shall initial all pages of the proposal, except for un-amended printed literature. The proposal shall contain no interlineations, erase or overwriting. In order to correct errors made by the Bidder, all corrections shall be done & initialed with date by the authorized signatory after striking out the original words / figures completely.

14. Governing Laws

This Tender Document and the contract shall be governed by and interpreted in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract.

15. Late Proposals

Any proposal received by WBEIDC after the deadline for submission of proposals, as referred above shall not be accepted.

16. Language of Proposal & Correspondence

The proposal submitted by the Bidder should be in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & WBEIDC will be in English language only.

17. Non escalation of Price

The price offers shall remain firm within the currency of contract and no escalation of price will be allowed.

18. Non-eligibility of bid by Webel Group Company

No Webel group company allowed to bid in WBEIDC tenders, and bids will be summarily disqualified if received from any WEBEL group company.

19. Availability of PAN

Any quotation submitted without PAN of the vendor will be summarily rejected. Proposal Currency Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, etc.

20. Cancellation of PO

WBEIDC Ltd. reserves the right to cancel Purchase Order if the agreed delivery schedule is not adhered to by the supplier. Any loss arising out of such delay in the supply of the equipment / service, shall be on the supplier account.

21. Period of Validity of Proposals

The price offers shall remain firm within the currency of contract and no escalation of price will be allowed. The quoted offer and / or rate must be valid for a minimum period of 180 Days from the date of opening of the tender. The tender inviting authority reserves the right for seeking extension of validity of offered rates from the successful bidder. Acceptance of such request during actual offer is however optional to the bidder. The price validity will remain unaltered irrespective of any reason including foreign exchange rate variation. Variation in statutory rate levied by Government will however be reflected for both reduction and escalation.

22. Whom to report

Reporting: You have to report to Mr. S. J. Dutta, Manager Systems for all technical matters.

23. Deduction of Tax at Source

Deduction of all statutory and necessary Tax from each bill will be made as per Government Rules prevailing at the time of payment. The Company will issue necessary tax deduction certificate in due course of time.

24. All the pages of the bid document including documents submitted therein must be duly signed and stamped failing which the offer shall be liable to be rejected.

25. All the documents to be submitted by the bidder should be duly authenticated by the person signing the offer and if at any point of time during process or subsequently it is detected that documents submitted are forged/tampered/manipulated in any way, the total responsibility lies with the bidder and WBEIDCL reserves the full right to take action as may be deemed fit including rejection of the offer and such case is to be kept recorded for any future dealing with them.

26. Any bid not accompanied with the valid Demand Draft (as Earnest Money) shall be summarily rejected. Earnest Money will be refunded to the unsuccessful bidders after receiving application from them on completion of tender process. In case of successful bidder, earnest money will be retained till completion of the order.

Earnest money of the bidder is liable to be forfeited in case of any false submission/ statement. In case of any refusal to abide by terms and conditions of our LOI/ PO or refusal to enter into a written agreement as per prefixed terms and conditions, the authority is at liberty to forfeit earnest money and take lawful actions.

27. No dispute by the bidders in regard to evaluation will be entertained by WBEIDCL and decision taken by the WBEIDCL Committee will be final.

28. The bidder must be present at the time of opening of the TENDER. We are not answerable for any queries of any bidder who remain absent at that time.

29. Bidder Disqualification

a. Proposal not submitted in accordance with the procedure and formats prescribed in this document or treated as non-conforming proposal.

b. The bidder imposes his own conditions in the proposal.

c. Proposal is received in incomplete form.

d. Proposal is not accompanied by all the requisite documents.

e. Information submitted in the proposal is found to be misrepresented, incorrect or false, accidentally, unwittingly or otherwise, at any time during the processing of the agreement (no matter at what stage) or during the tenure of the agreement including the extension period if any.

f. Bidder tries to influence the proposal evaluation process by unlawful / corrupt / fraudulent means at any point of time during the bid process.

g. In case any one party submits multiple proposals under one methodology or if common interests are found in two or more bidders, the bidders are likely to be disqualified, unless additional proposals/bidders are withdrawn upon notice immediately.

h. Bidders may specifically note that while evaluating the proposals, if it comes to, Webel's knowledge expressly or implied, that some bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal then the bidders so involved are liable to be disqualified for this agreement as well as for a further period of three years from participation in any of the tenders floated by Webel.

30. Sealing, Marking and Submission of Bid

Bidder shall seal & mark various parts of the proposal as mentioned in the Instruction to bidders above. Interested Bidders are required to submit their bids in sealed envelope only, addressed to:

The General Manager (Commercial), West Bengal Electronics Industry Development Corporation Limited, Webel Bhawan, Block- EP & GP, Sector-V, Salt Lake, Bidhan Nagar, Kolkata-700091, West Bengal

The envelope should bear the name and address of the bidder very neatly written in the left lower corner, without which the bids cannot be recognized and hence will be summarily rejected. If the envelopes are not sealed and marked as required above, WBEIDC shall assume no responsibility for the proposal's misplacement or premature opening. The bid may be summarily rejected.

Commercial Bid shall be submitted in a separate sealed envelope within the main sealed envelope.

i. Deadline for Submission of Proposals

Proposals will be received by WBEIDC at the specified address not later than 22-March-2021, up to 15:00 Hrs. WBEIDC may, at its discretion, extend this deadline. WBEIDC may also extend this deadline for any other administrative reason.

ii. Late Proposals

Any proposal received by WBEIDC after the deadline for submission of proposals, as referred above shall not be accepted.

E. Special Terms & Conditions

1. PBG after LOI : You are requested to convey your acceptance of this Letter of Intent and to submit the desired information at an early date and submit the required Bank Guarantee in the attached prescribed format within a period of 14 days from the date of placement of this Letter of Intent, failing which this Letter of Intent is likely to be treated as cancelled.

2. Consignee Details

Consignee Details: West Bengal Electronics Industry Development Corporation Limited

3. Location for Supply and Installation: At various Offices / Facilities of Webel / Govt of West Bengal in Kolkata and also throughout West Bengal.

4. Liquidated Damage : As per the job mentioned in the tender document; In the event of failure to meet the job completion in stipulated date/time liquidated damage may be imposed on the Vendor(s) for sum equivalent to 1.00% of the contract value for each week or part thereof, subject to a ceiling of 5.00% of the contract value (including all taxes & duties and other charges). In the event of LD exceeds 5.00% of the order value, WBEIDC reserves the right to terminate the contract and WBEIDC will get the job completed by any other competent party. The difference of cost incurred by WBEIDC will be recovered from the earnest money deposited / PBG / Invoice submitted by the vendor (as applicable).

5. Payment Authority: Payment sanctioning authority: Mr. Arup Ratan Bhattacharya, Advisor-WML Division, WBEIDCL.

6. Terms of Payment: Payments will be made to the successful bidder on completion of supply and installation and after receipt of satisfactory completion certificate.

7. Security Deposit: Successful bidder will have to submit a performance bank guarantee within 14 DAYS of issuance of LOI, amounting 03% total ordered value in the format given in the tender document for a validity period of 60 DAYS more than the warranty period (2 YEARS from the date of final acceptance) of the quoted items.

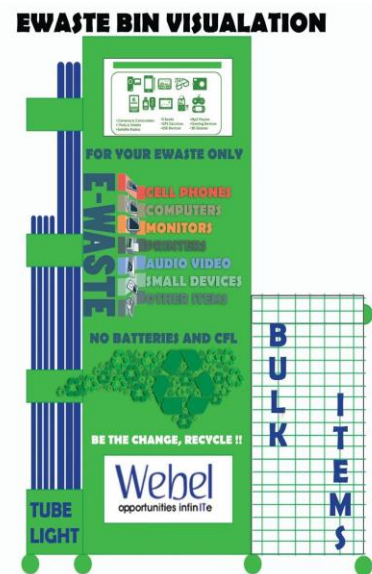
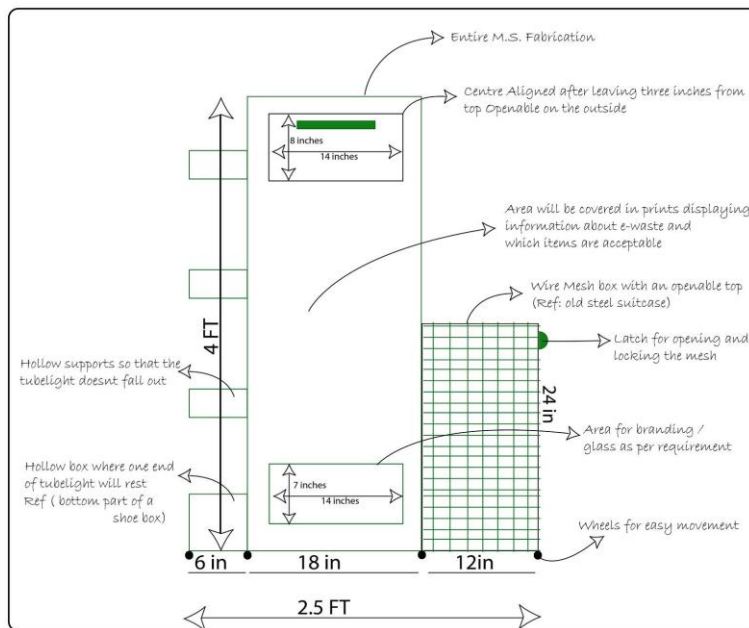
8. Taxes : Basic Price will be quoted without GST and applicable GST rates shall be mentioned and TOTAL Price will also be mentioned in the Commercial Bid. Quoted price shall include supply and installation at site. For Bid evaluation, Total Price shall be considered.

9. Delivery : Materials will have to be delivered **within One Month** after placement of Order. Staggered delivery of materials will be asked for as and when the sites are ready. **Delivery charges, freight and insurance, shall be paid to the successful Bidder at actuals on submission of certified Bills.**

F. Scope of Work

Brief Description of the Work:

1. e-Waste Bins are to be supplied and installed in the different indoor locations of West Bengal. Bidders are requested to submit their bid considering supply and installation in the different points of West Bengal (in Different Districts / Towns).
2. e-Waste Bin specifications are given below in the form of drawing.



Detailed Description of the e-waste Bin :

1. Materials to be used
M.S. Angle / M.S. Hollow Pipe / MS Sheet / Mesh Wire / PVC Wheels all of ISI marked brands. Wheels of reputed brand to be provided to ensure smooth movement of the bin. Inside padding to be provided to ensure no material breaks when it is dropped inside the main bin.
2. Thickness of stainless steel sheet to be used for making of the e-waste Bin
Stainless steel Sheet to be more than 1.8 MM for the body as per the requirement of the design and 3 MM sheet to be used for the base of the bin of reputed ISI marked brand.
3. Anti-rust paint/coating for steel to be used (in and out)
2 coats of primer followed by 2 coats of paint inside and outside. On top of this paint a clear coat of Anti-rust lacquer to be applied.
4. The door shall be lockable. Keys (2 nos.) shall be supplied.

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5. Over all dimension 2.5 feet (Width) x 2.5 feet (Depth) x 4.0 feet (Height)

6. **Warranty** : The materials supplied shall bear **Two(2) years'** warranty against any manufacturing defects. Successful Bidder shall repair free of any additional cost during the period.

7. **Completion Period:** Delivery to be made within one month and Installation shall have to be completed within 2 months after placement of order on successful bidder. Bills will be raised along with receipted Challan and satisfactory completion certificate issued by WBEIDCL Officers.

Annexure

Annexure A: Format for Bidder Details

Tender Reference Number:

1	Name of the Firm	
2	Correspondence / Contact address	
	Name & Designation of Contact person	
	Address	
	Contact Number	
	Fax Number	
	E-mail Address	
3	Office at Kolkata	
	Office Address	
	Name & Designation of Contact person	
	Contact Number	
	E-mail Address	
4	Is the firm a registered company? If yes, submit documentary proof	
	Year and Place of the establishment of the company	
5	Is the firm. <ul style="list-style-type: none">● a propriety firm● a partnership firm (if yes, give partnership deed)● a limited company or limited corporation● a member of a group of companies, (if yes, give name and address and description of other companies)● A subsidiary of a large corporation (if yes give the name and address of the parent organization). If the company is subsidiary, state what involvement if any, will the parent company have in the project.	
6	Is the firm registered for Goods and Service tax? If yes, submit a valid GST Registration certificate.	

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7	PAN No. (submit copy)	
8	Total number of employees in this organisation.	
9	How many years has your organization been in business under your present name? What were your fields when you established your organization	
1	List the major clients with whom your organization has been / is currently associated.	

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Company Rubber Stamp: _____

BID FORM

Annexure B: Format for Covering Letter

(To be submitted on the letterhead of the bidder)

To,

General Manager (Commercial)

West Bengal Electronics Industry Development Corporation Limited (WBEIDCL)

Webel Bhawan, Block- EP & GP, Sector-V, Salt Lake, Bidhan Nagar,

Kolkata-700091, West Bengal

Ref: Tender No: **EOT/COM/20-21/00083 dated 12-March-2021**

Sub: Submission of **Bid** for **Supply and installation of e-Waste Bins at different locations in West Bengal**

Dear Sir,

1. We the undersigned bidder having read and examined in details the scope of work and other documents of the subject TENDER no. Dated..... do hereby propose to execute the job as per details as set forth in the documents.
2. We are enclosing necessary information according to the desired format. The information furnished by us in this Bid is correct and best to our knowledge. If later it is revealed that any declaration made by us is false / incorrect, then our bid would automatically stand cancelled.
3. We further agree that if our proposal is accepted and qualified then we shall abide by all the instruction of WBEIDCL and provide our services.
4. We understand that WBEIDC Limited reserves the right to decide whether to qualify our firm without disclosing the reason whatsoever.

Dated, thisday of2021

Signature.....

Name in full.....

Designation.....

Company Stamp

Annexure C: – Declaration for not being blacklisted

(To be submitted on the Letterhead of the responding firm)

(Date)

To,

General Manager (Commercial),

West Bengal Electronics Industry Development Corporation Limited (WBEIDCL)

Webel Bhavan, Block-EP & GP, Sector-V,

Salt Lake, Bidhan Nagar, Kolkata:-700091

Ref: Tender No: EOT/COM/20-21/00083 dated 12-March-2021

Sub: Declaration for not being debarred / black-listed by Central / any State Government in India as on the date of submission of the bid

Dear Sir/Madam,

In response to the above mentioned RFP I/We, _____, as
_____ <Designation> of M/s _____,

hereby declare that we are having unblemished past record and are not declared blacklisted or ineligible to participate for bidding by any State/Central Government, Semi-Government or PSU.

Thanking you,

Yours faithfully,

Signature of Authorized Signatory (with official seal)

Date:

Name:

Designation:

Address:

Telephone & Fax:

E-mail address:

Annexure D: Format for Commercial Bid

Description	Unit	Unit Rate (In Rs)	Quantity	Total (in Rs)
Supply and installation of e-Waste Bins at different locations in West Bengal	Each		30	
GST Rate (in %)				
GST Amount (In Rs)				
Grand Total Amount (In Rs)				

Grand Total Amount (In Words) (In Rs).....

Note:

- Bidder quoting the Lowest Grand Total Amount will be considered as successful bidder (L1).
- Payment for delivery charges, i.e., freight and insurance shall be paid at actuals against submission of certified bills. Delivery locations shall be informed after placement of the order and before despatch. Staggered delivery is envisaged as and when the site is ready.

Annexure E- Checklist for list of documents to be submitted:

Sl. No	Type of Document	Submitted (Y/N)
1.	Documentary evidence (Certificate of incorporation / Relevant document) as per Clause – 1 of Eligibility Criteria	
2.	Documentary evidence as per Clause – 2 of Eligibility Criteria	
3.	Documentary evidence as per Clause – 3 of Eligibility Criteria	
4.	Documentary evidence as per Clause – 4 of Eligibility Criteria	
5.	Declaration on letter head as per Clause – 5 of Eligibility Criteria	
6.	Documentary evidence as per Clause – 6 of Eligibility Criteria	
7.	Documentary evidence as per Clause – 7 of Eligibility Criteria	
8.	Documentary evidence as per Clause – 8 of Eligibility Criteria	
19	Declaration on letter head as per Clause – 10 of Eligibility Criteria	
10	Declaration on letter head as per Clause – 11 of Eligibility Criteria	
11	Documentary evidence as per Clause –12 of Eligibility Criteria	
12.	Tender Fees of Rs. 500/- as Demand Draft drawn from any scheduled bank in favour of “West Bengal Electronics Industry Development Corporation Limited” Payable at Kolkata.	
13	EMD of Rs. 3000 /- as Demand Draft drawn from any scheduled bank in favour of “West Bengal Electronics Industry Development Corporation Limited” Payable at Kolkata.	
14	Bidder’s Details format as per Annexure-A	
15.	Covering Letter format as per Annexure-B	
16.	Copy of TENDER duly stamped and signed	
17.	Format for Declaration by The Bidder for Not Being Blacklisted / Debarred as Per Annexure-C	
18.	Copy of GST Registration Certificate	
19	Drawing of the proposed e-Waste Bin	
