

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE ASSISTANT DIRECTOR OF FISHERIES**  
**KALYANI FISH FARM, KALYANI, NADIA**  
**Pin -741235; Phone no-9239294587/9477236984;**  
**email-adfkalyanifishfarm@gmail.com**

Memo No. NIT-293/2018-19

Date: 20/12/2018

**NOTICE INVITING TENDER**

Sl no	Name of the work	Estimated amount	Earnest money	Price of tender documents	Period of completion	Eligibility of bidder
1	Setting up Laboratory at Kalyani Fish Farm (please see details in Part-I of Annexure-A)	1,40,000.00	2800.00	Rs 755.00	30 days from the date of issuing supply order	Resourceful bonafide supplier with a good track record for supplying laboratory equipments & chemicals. <b>All rates are inclusive carrying cost, Labour cost, installation etc. all complete up to the supply point at Kalyani Fish Farm, Kalyani, Nadia</b>

Separate sealed tenders in printed West Bengal Form No. 2911 ( II ) are invited by the Assistant Director of Fisheries, Kalyani Fish Farm on behalf of the Governor of West Bengal for the following work as per Annexure- A (attached herewith).

All intending eligible contractor (s)/ supplier(s) is / are requested to produce self attested photocopy(s) of valid certificate(s) of credentials, Income Tax (modified) acknowledgement receipt for AY 2017-18/2018-19, Pan card, GST Registration certificate with return receipt, Trade License, current professional Tax clearance/ receipt for the year 2017-18 (As per Annexure- XIXI, referred in Kolkata Gazette, august 22,2001 vide notification no 2853-F.P.T dated August-22, 2001, Challan in respect of professional Tax clearance will not be entertained as evidence), Co-operative Registration No. (for Co-operative Societies), Experiences and past performance on similar contracts in Govt. Department, PSU for last 3 years and document(s) all in original for comparing with photocopy(s) to the Assistant Director of Fisheries, Kalyani Fish Farm for being entitled to get permission for purchasing tender paper.

**Earnest money** as shown against the work shall have to be enclosed along with the tender form in the shape of Bank Draft over Nationalized Bank in favour of **Assistant Director of Fisheries, Kalyani Fish Farm**, (N.S.C or K.V.P in the Form of Earnest Money will not be entertained and in that case they will be treated as cancelled) **payable at Kalyani**.

The tenderers should quote in his/her own hand writing in figures as well as words in the rate in percentage Above/Below or 'AT PAR' on the rate and amount of the priced schedule of item(s) with probable quantities. The contractor(s))/ suppliers may sign either in English, Bengali or Hindi and rate(S) should also be quoted in the same language. In case of illiterate contractor(s))/ suppliers, the rate tendered form should be attested by a witness known to the accepting authority.

The tenderers must inspect the site of work and get acquainted with site condition. All factors relating to facilities available and problem to be faced during work should be taken into account all such factors before quoting rate ( in case of any difficulty arises they may contact the Assistant Director of Fisheries, Kalyani Fish Farm).

The last date for submitting application for tender documents is on 27/12/2019 up to 3.00 PM and last date for sale of tender documents to the qualified tenderers on 02/01/2019 up to 3.00 PM. The last date for submission of tender documents in sealed cover in this office will be 03/01/2019 up to 1.00 PM and will be opened on the same day at 2.00 PM. All tenderers or his authorized representatives are required to be present during the opening of the tender positively.

Non refundable self attested photocopies of all documents should be submitted along with application.

Acceptance of lowest or any other tender is not obligatory on the part of the undersigned. The undersigned reserves the authority to reject any tender or all tenders without assigning any reason whatsoever. Even after submission of tender, the tender will not be taken into consideration during evaluation, if the papers submitted by any agency in support of eligibility is found to be baseless/ false in the event of verification from the concerned authority. In that case the earnest money deposited by the agency along with tender will be forfeited to the Govt.

Assistant Director of Fisheries  
Kalyani Fish Farm

### Terms and conditions

1. Sealed tenders are to be submitted and name of the work for which the tender is submitted has to be mentioned in envelop.
2. The tenderers must be well established & experienced in undertaking similar nature of work having credential within last 5 (five) years.
3. Tenderers whose tender is accepted shall supply the items within stipulated time (i.e., 30 days) from the date of issue of supply order ensuring quality and description as per tender specifications. Extension of time will be under the purview of Assistant Director of Fisheries, Kalyani Fish Farm. Supply order shall however be placed as per requirement of the authority.
4. Earnest Money: Separate earnest money has to be submitted for separate serial no as mentioned in Annexure- A. The amount of Earnest Money have to be submitted @ 2% (*two percent*) of the Estimated Amount put to tender in the shape of Demand Draft of any nationalised bank drawn in favour of the “Assistant Director of Fisheries, Kalyani Fish Farm” payable at Kalyani against the work. This clause is also applicable for all categories of applicants. The original copies of the Demand Draft towards earnest money deposit should be submitted in the sealed envelope to the Office of the “Assistant Director of Fisheries, Kalyani Fish Farm”. Earnest/ security money will be refunded after 6(six) months from the date of completion of satisfactory work.
5. Intending tenderers should obtain tender document well in advance to guard against any difficulty due to possible absence from the Head quarter of the office issuing of the Tender papers. Regarding issue of Tender Form the sole discretion of the undersigned and any claim in this respect will not be entertained.
6. Tender papers will be available at the office of the undersigned on payment of tender cost in favour of the **Assistant Director of Fisheries, Kalyani Fish Farm** through e-challan under the head **0405-00-800-006-27**.
7. The tenderers should submit the following documents (Photocopies):
  - i. Latest Income Tax Return acknowledgement for last two years
  - ii. PAN Card.
  - iii. GST Registration Certificate with quarterly return
  - iv. Professional Tax Registration Certificate and clearance certificate.
  - v. Trade License Certificate.
  - vi. Cooperative Registration No. (for Co-operative Societies)
  - vii. Experiences and past performance on similar contracts in Govt. Department, PSU for last 5 years.
  - viii. Work credential for minimum value of 40% in single work or 2 no. minimum value of 30% of the estimated amount put to tender during five years
  - ix. Registered Power of Attorney (if any).
  - x. Others documents if applicable.
8. The offered rate should be inclusive of all applicable taxes, installation and delivery charges to the office/farm of the Assistant Director of Fisheries, Kalyani Fish Farm, Kalyani, Nadia quoted by the tenderers.
9. **Payment Terms:** The tenderers shall prepare and submit the bill in duplicate to the Assistant Director of Fisheries, Kalyani Fish Farm along with signed chalan and certificate for completion of the Demonstration, duly certified/signed by the concerned farm authorities/ officers posted at Kalyani Fish Farm. Statutory deduction like IT / GST (if applicable) as per vide Notification No. 1182 – 1R dated 20.09.2005 of labour Department Rate Quoted by the tenderers shall be deemed to have made the provision on his / her own accordingly.
10. **Security Deposit:** Retention money towards performance Security amounting to 8% (*eight percent*) of the value of the work shall be submitted in the shape of Demand Draft of any nationalised bank drawn in favour of the “Assistant Director of Fisheries, Kalyani Fish Farm” payable at Kalyani against the work during submission of bill.
11. Tender shall remain valid for a period of 90 (*ninety twenty*) days from the last date of submission of application for tender documents. If the tenderers withdraw the tender during the validity period of tender, the earnest money as deposited will be forfeited to the Govt without assigning any reason thereof.
12. In case of any unscheduled holidays on the aforesaid dates, the next working days will be treated as Schedule/prescribed date for the same purpose.
13. All tenderers or his/her authorized representative are required to be present personally during the opening of the tender positively. If considered, necessary instant bid may be conducted immediately after opening of the tender to lower down the rates. In case it will be presumed that the bid can be conducted in presence of all participating tenderers and in no case his absence will stand in any way in conducting the instant bid.
14. Assistant Director of Fisheries, Kalyani Fish Farm reserves the right to reject or accept any or all the tenders without assigning any reason thereof. There shall be no provisions for Arbitration.
15. Supply of materials should be as per specification/ it should be branded/ qualitative. Technical Capability comprising of personnel & equipment capability, Quality control & should have the experience/ability to supply the LABORATORY MATERIALS in West Bengal and specifications must be maintained as per annexure-(A).
16. Additional, substitutes items of work, if required, have to be executed as per schedule of rates.

17. Joint Ventures will not be allowed.
18. **Eligibility criteria for participation in the tender:** A) For Seed : Bidder such as Firms, Companies, reputed supplier with proper credentials, profile/supply chain, Fishermen's co-operative Societies, ( as applicable as per Govt. Orders) having validity, experience and requisite credential and also having capacity to fulfill all the criteria upto the mark of satisfaction of Tender Evaluation Committee as narrated in different clauses, terms & condition of this NIT are eligible to participate in bid/Tender.
19. Work Credential:- i) intending tenderers should produce credentials for Supply of good quality Laboratory equipments and chemicals of the minimum value of 40% in single work of the estimated amount put to tender during five years prior to the date of issue of the tender notice; or ii) Intending Tenderers should produce credentials of 2 [Two] numbers of completed works for Supply of good quality Laboratory equipments and chemicals of the minimum value of 30% of the estimated amount put to tender during five years prior to the date of issue of the tender notice;
20. Credential certificate issued by the Joint Director of Fisheries/ Deputy Director of Fisheries /Assistant Director of Fisheries or equivalent or competent authority of a State/ Central Government, State / Central Government undertaking, Statutory / Autonomous bodies constituted under the Central / State statute / reputed non government organization on the executed value of completed will be taken as credentials
21. Escalation of Price on any ground and consequent cost overrun shall not be entertained under any circumstances. Rates should be quoted accordingly.
22. No. price preference and other concession as per order no. 1110F dated: 10/02/2006 will be allowed.
23. Payment may be delayed due to unforeseen circumstances.
24. The tenderers will not be allowed, in any case to get the work done through any sub-contractor, in case it is detected the tender will be cancelled and the earnest money deposited for the work will be forfeited.
25. No claim for enhancement of rates on those items of work (under tender specifications) will be entertained during currency year of the contract.
26. The Tenderers, at his own responsibility and risk is encouraged to visit and examine the site of works (supply) and its surroundings and obtain all information that may be necessary for preparing the Tender 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.
27. The intending Tenderers shall clearly understand that whatever may be the outcome of the present invitation of tender, no cost of Tendering shall be reimbursable by the Department. The Tender committee of the said tender reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of tendering.
28. Conditional / Incomplete tender will not be accepted under any circumstances.
29. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that tenderer would not be allowed to participate in the tender and that application will be rejected without any prejudice. Tender committee may ask the original documents at the time of scrutiny.
30. The Tender committee/Tender inviting authority of the said works reserves the right to cancel the N.I.T. without assigning any reasons and no claim in this respect will be entertained.
31. Before issuance of the SUPPLY ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderers if found necessary. After verification if it is found that the documents submitted by the lowest tenderers is either manufactured or false in that case work order will not be issued in favour of the said Tenderers under any circumstances.

Assistant Director of Fisheries  
Kalyani Fish Farm

Copy forwarded for information and necessary action to:

1. The Sabhadhipati, Nadia Zilla Parishad,
2. The Director, Department of Information & culture Affairs, Govt. of West Bengal, Writers Buildings, Block-1 (Top Floor), Kolkata-700001.
3. The Director of Fisheries, West Bengal, 31 G.N. Block, Sector-V, Salt Lake City, Kolkata-91
4. The District Magistrate, Nadia
5. The Deputy Director of Fisheries, (R & T), FFRTC Kulia, Kalyani
6. The Sub- Divisional Officer , Kalyani
7. The Chairman, Kalyani Municipality
8. The District Informatics Officer, NIC, Nadia, with a request to publish the notice in the Nadia District Govt. website for wide publicity.
9. The District Information & Culture Officer, Nadia.
10. The Chief Executive Officer, FFDA, Nadia
11. The Accounts Section of this establishment.
12. The Notice Board

Assistant Director of Fisheries  
Kalyani Fish Farm

## ANNEXURE-A

## SPECIFICATION OF ITEMS FOR UPGRADATION OF LABORATORY AT KALYANI FISH FARM

Sl No.	Items	Specifications	Total Unit	Total Amount (Rs)
A	WATER TESTING KIT	i) For testing of DO, Alkalinity, Hardness, CO <sub>2</sub> , Ammonia, Nitrate, Nitrite, Phosphate <i>etc.</i> (Merck)	1 No. for each	68000
B	PH TESTER	Preferably branded company	1 No.	10000
C	GLASS WARES			
	GLASS JAR WITH LID	i) Capacity: 1000 ml ii) Transparent in nature	11 pieces	7600
D	CHEMICALS			
i.	POTASSIUM PERMANGANATE	i) Best quality chemicals should be supplied (Specially Merck) ii) Recently manufactured chemicals should be supplied	10 Kg	11500
ii.	FORMALIN	i) Best quality chemicals should be supplied ii) Recently manufactured chemicals should be supplied	5 Liter	1250
iii.	PARAQUAT DICHLORIDE	i) Best quality chemicals should be supplied ii) Recently manufactured chemicals should be supplied	14 lt	7000
iv.	DIQUAT DIBROMIDE	i) Best quality chemicals should be supplied ii) Recently manufactured chemicals should be supplied	12 lt	6000
E	CIFAX	)Best quality chemicals should be supplied i) Recently manufactured chemicals should be supplied	10 liter	16300
F	ZEOLITE	)Best quality chemicals should be supplied i) Recently manufactured chemicals should be supplied	210 kg	12350

Assistant Director of Fisheries,  
Kalyani Fish Farm, Kalyani, Nadia