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Government of West Bengal
Office of The Additional Director General & Inspector General of Police
Criminal Investigation Department, West Bengal
Bhabani Bhawan, Alipore Kolkata - 700 027.
Phone: 2450-6153, 2450-6100, e-mail:occomp.govt.in

Notice Inviting e-Tender No. CIDWB/ADG/eNIT-02/2016-17 Date: 06-12-2016

CID, West Bengal invites e-Tenders from the bonafide manufacturers/dealers or distributors/traders & **Industrial** undertaking organization etc. who has tender specific authorization (desirable) for the item in the table below.

Sl	Product Name & Version	Manufacturer	Qty
1.	HP 406 G1 Desktop Computer with Intel Core i7-4770 3.4G 8M HD 4600 CPU/ 4 GB RAM / 500 GB HDD /DVD Writer Windows 8.1 Professional (64-bit) 18.5" TFT LED monitor	HP	5
2.	HP Probook 440 G2 : Intel Core i7 Based (Intel Core i7 4rth Generation Processor/ Intel Chipset MB / 4 GB DDR3 RAM / 500GB HDD / DVD-RW / 14" TFT Screen / Windows 8.1 Prof.)	HP	5
3.	Microsoft Office Professional 2016	Microsoft	5
4.	Symantec End Point Protection 3Yrs.	Norton	5
5.	1 TB External HDD 2.5"	Seagate/ WD	5
6.	32GB Pen Drive	HP	5
7.	1500 VA UPS APC with 15 Min Backup	APC	5
8.	HP Laser Jet Pro 202dw Printer	HP	5
9.	HP Scanjet 200 Scanner	HP	5
10.	Hardware Tools & Accessories Screw Driver Set 6 Nos. , Soldering Station, Magnify Glass with Light Etc	<ul style="list-style-type: none"> • Soldering Rework Station & Hot AirGun (Baku 702) - 1 No • Tool Box Taparia (PTB 19)- 1 No • Screw Driver Set (Taparia 1014 - 1 Set + Trux Screw Driver 06 nos- 1 Set) • 51 in 1 Screw Driver Set (Baku 3051) - 1No • Phone Opening Tools (Baku - BK7279,BK212,BK120, BK214) - 1 Set • Multimeter (Baku) - 1 No • Magnifying Glass with Light - 1 • Cutter / Piler / Twiser - 1 Set 	5



Eligibility of Bidders:-

Only manufacturers/dealers or distributors/traders are eligible for participation in the Tender.

1. In the event of e-filling, intending bidder may download the Tender documents from the website: <https://wbtenders.gov.in/nlcgep/app> directly with the help of Digital Signature Certificate.
2. The process of deposit of earnest money through offline instruments like Bank Draft, Pay Order etc will be stopped for e-tender procurement of this Division wef. 01.10.2015. Necessary Earnest Money Rs.2000/- of total contract value will be deposited by the bidder electronically; online – through his net-banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD. Bidders eligible for exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be Uploaded in the EMD folder of Statutory bid documents. Financial Bid is to be submitted online (both words & figures) concurrently duly digitally signed in the website: <http://wbtenders.gov.in> as per Date & Time schedule stated in Clause 10. No interest would be paid on the performance Security Deposit. Payment will be made as and when fund will be available from the concerned source subject to complete supply of articles.
 3. (a) Bid will remain valid for a period of 1 (one) year from the issuing of acceptance letter.
 - (b) In case of branded items, only one rate is desirable according to the specification/parameters as specified in Tender Form.
 - (c) Conditional/incomplete bid & joint ventures will not be considered.
 - (d) Tenderers should specify the address within the City of Kolkata and Phone/Mobile, Fax No./e-mail I.D. for the purpose of quick communication in the event of urgency.
 - (e) Deviation Statement (if any) may also be enclosed.
 - (f) There should be an onsite manufacturing guarantee/warranty as per OEM for the item with a mention of specific period.
 - (g) Prices quoted shall be all inclusive (including all taxes, freight, excise etc.) and should not exceed MRP.
 - (h) Selected bidders should submit 7% of total value as performance deposit physically.
4. Orders for the supply of the approved products will be placed with the successful tenderers after the execution of 3.
 - (a) Bid will remain valid for a period of 1 (one) year from the issuing of acceptance letter.
 - (b) In case of branded items, only one rate is desirable according to the specification/parameters as specified in Tender Form.
 - (c) Conditional/incomplete bid & joint ventures will not be considered.
 - (d) Tenderers should specify the address within the City of Kolkata and Phone/Mobile, Fax No./e-mail I.D. for the purpose of quick communication in the event of urgency.
 - (e) Deviation Statement (if any) may also be enclosed.
 - (f) There should be an onsite manufacturing guarantee/warranty as per OEM for the item with a mention of specific period.
4. The selected contractors shall have to deposit 5% security deposit of the total contract value of the items in favour of the Additional Director General & Inspector General of Police CID, West Bengal in G P Notes/ Bank Guarantee Bond/F.D.R. of any nationalized bank and to execute an agreement of contract within 3 (three) days from the date of issue of the work order failing which the letter of acceptance, so issued, may be treated as cancelled as well as the earnest money so deposited may be forfeited and the firm may be blacklisted. No interest would be paid on the performance Security Deposit. Payment will be made as and when fund will be available from the concerned source subject to complete supply of articles.
5. Orders for the supply of the approved products will be placed with the successful tenderers after the execution of the agreements, and such supply shall have to be made in such instalments as may be fixed or spread over the period to be specified in the supply orders to be made in pursuance of the agreements. The successful tenderer will have to supply within the specified time schedule that had been assured at the time of selection as supplier.
6. Tender Specific authorization Certificate of OEM is desirable.
7. It should be noted that the firm/firms will be selected purely on a "PROVISIONAL BASIS" and the forecast requirement may increase or decrease by any quantity during the period of validity of the tender.

8. Additional Director General & Inspector General of Police, CID, West Bengal reserves the right to reject any/or all the tendered rates without assigning any reason and not to place any orders even after selection and is not liable for any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to, divide the contract amongst any number of tenderers, if required so.

Additional Director General & Inspector General of Police CID, West Bengal does not bind himself to accept the lowest rate.

9. Selected contractors will have to supply articles according to the indents placed with them from time to time within the specified period as per approved sample and/or the product demonstrated for inspection and evaluation, failing which the firm may be blacklisted with the forfeiture of security deposit. In the event of the non-supply of articles or if articles supplied by the selected contractors) is found to be sub-standard, the Additional Director General & Inspector General of Police Telecommunication, West Bengal may, without notice to the contractors) purchase from elsewhere the articles required. Any loss incurred by reason of the price paid for such article(s) or any other loss or expense incurred by reason of such default on the part of the contractors) may be deducted from the bills or any money payable to the contractors) or from the security deposit of the concerned contractor(s). If the performance of the supplied items/equipment are found unsatisfactory or not as to our desired level even after payment, the supplier has to refund the entire amount paid to him earlier for that particular item/equipment.

10. Date & Time Schedule:

Sl. No.	Particulars	Date & time
1.	Date of uploading of N.I.T Documents (Online)	06.12.2016 at 1600 hours
2.	Documents download/sell start date (Online)	06.12.2016 at 1600 hours
3.	Date of hoisting of documents at Departmental Website "policewb.gov.in"	07.12.2016 at 1400 hours
4.	Documents Download/Sell End date (Online)	21.12.2016 at 1100 hours
5.	Bid submission start date (Online)	06.12.2016 at 1700 hours
6.	Bid submission closing date (Online)	21.12.2016 at 1100 hours
7.	Technical Bid opening (Bid A)	21.12.2016 at 1300 hours
8.	Date of uploading list of technically qualified bidders	TO BE NOTIFIED LATER
9.	Date for opening of Financial Proposal (Bid B) (Online)	TO BE NOTIFIED LATER
10.	Date of uploading list of bidders along with the approved rates	TO BE NOTIFIED LATER

11. **Bid opening Location:** Office of the Additional Director General & Inspector General of Police, CID, West Bengal, BhabaniBhawan, Alipore, Kolkata 700 027.

12. All Bidders are requested to present in the office of the Additional Director General & Inspector General of Police, CID, West Bengal during opening the financial bid. Any objection in respect of alternation of bid will not be entertained raised by any bidder who will present or absent during opening of bid. No informal bidder will be entertained in the bid further.

13. Canvassing on the part of tenderers will render his tender to cancellation summarily.

14. For any clarification regarding the tenderer are requested to visit O/S, CID, BhabaniBhawan, Kolkata 700 027.

NB: Any inconsistencies in the descriptions may be expeditiously brought to the notice of the Tendering authority.

INSTRUCTION TO BIDDERS

General guidance for e-Tendering:

Instructions/ Guidelines for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

I. Registration of the Contractor:

Any contractors willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System, through logging on to <https://wbtenders.gov.in> (the Web Portal of Public Works Department) the contractor is to click on the link for e-Tendering site as given on the web portal.

II. Digital Signature Certificate (DSC):

Each Contractor is required to obtain a Class-II OR Class-III Digital Signature Certificate (DSC) for submission of tenders for the approval service of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the website stated in Clause-I above DSC is given as a USB e-Token.

III. The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in clause-I using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

IV. Submission of Tenders:

Tenders are to be submitted through online to the website stated in Clause-I in two folders at a time for each work, one in Technical Bid & the other is Financial Bid before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digital Signed. The documents will get encrypted (transformed into non readable formats).

V. Penalty Clauses :

PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRAUDULENT / MISLEADING DOCUMENTS: If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in what so ever from or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those tenders who have submitted false / misleading / fraudulent documents or made incorrect declarations. The penal measure will be forfeiture of Earnest Money, Forfeiture of Performance Bank Guarantee if enlisted as a supplier.

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I. FINANCIAL PROPOSAL:

- (a) The contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ.
- (b) If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.
- (c) The financial proposal should contain the following documents in one cover (folder) i.e., Bill of Quantities (BOQ).
- (d) Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor. If any tenderer fails to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

Opening & Evaluation of Tender:

1. Opening of Technical Proposal: A Committee comprises of Inspector General of Police-1, CID, WB, Spl. Supdt. of Police (Spl), CID, WB, Deputy Superintendent of Police, (ATS) will open the Technical bid of the Tender.
2. Intending Tenderers may remain present if they so desire.
3. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
4. Decrypted (transformed into readable formats) documents of the non- statutory cover will be downloaded & handed over to the Tender Evaluation Committee
5. Summary list of technically qualified tenderers will be uploaded online.
6. Pursuant to scrutiny & decision of the Tender Evaluation Committee the summary list of eligible tenderers & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
7. During evaluation the committee may summon of the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection,

II. REJECTION OF BID:

The Additional Director General & Inspector General of Police CID, West Bengal reserves the right to reject any/or all the tendered rates without assigning any reason and not to place any orders even after selection and is not liable for any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to divide the contract amongst any number of Tenderers if required so and to place order for more or less than the quantity mentioned in the forecast requirement. The Additional Director General & Inspector General of Police, CID, West Bengal does not bind himself to accept the lowest rate.

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VI. Technical Proposal:

The Technical proposal should contain scanned copies of the following in two covers (folders).

(a) Statutory Cover Containing the following documents:

- (1) NIT
- (2) EMD
- (3) CREDENTIAL DOCUMENTS, VIZ., TRADE LICENSE, INCOME TAX/PAN, VAT/CST, LETTER OF AUTHORIZATION/DPL/OEM
- (4) AGREEMENT PAPER
- (5) TECHNICAL SPECIFICATION OF ITEMS

(b) Non-statutory Cover containing the following documents:

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS
SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the My Document list and then click the tab "Submit Non Statutory Documents" to send the selected documents to Non-Statutory folder.

Next Click the tab "Click to Encrypt and upload" and then click the "Technical" Folder to upload the Technical Documents.

SI. No.	Category Name	Sub-Category Description	Detail(s)
A	Certificate(s)	Certificate(s)	Vat Registration Certificate & Acknowledgement. PAN. Latest P Tax (Challan). Latest IT Receipt. Latest IT-Saral. Tender specific Authorization is desired for this Tender.
B	Company Detail(s)	Company Detail	Proprietorship Firm (Trade License) Partnership Firm (Partnership Deed, Trade License) Ltd. Company (Incorporation Certificate, Trade License) Society (Society Registration Copy, Trade License) Power of Attorney.
C	Credential	Credential - 1	Similar nature of work done & completion certificate, which is applicable for eligibility in this tender.
D	Balance Sheet	Balance Sheet 2013-14 Balance Sheet 2014-15 Balance Sheet 2015-16	Details

NOTE : BLACK & WHITE SCAN
MULTIPAGE SCAN
DPI MAX 200-300

III. AWARD OF CONTRACT:

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter / Letter of Acceptance both online & offline to save time.

The notification of award will constitute the formation of the Contract.

The Agreement in prescribed format in admissible stamp duties will incorporate all agreements between the Tender Accepting Authority and the successful bidder/bidders. The time frame for attending the fault and restoration of equipment within the warranty period and penalty clause for the defaulters will be included in the agreement. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents. After receipt of Letter of Acceptance, the successful bidder shall have to submit requisite copies of contract documents downloading from the website stated in the N.I.T. along with requisite cost through Demand Draft issued from any nationalized bank in favor of Additional Director General & Inspector General of Police Telecommunication, West Bengal for the concerned work within time limit to be set in the letter of acceptance.

IV. VALIDITY PERIOD:

The contract period will be upto 31st March, 2017.

Additional Director General
& Inspector General of Police
CID, West Bengal

FORMAT FOR CHECK LIST

Sl.No.	Items	Pl mark ✓	Page No.
1	Application submitted in Annexure I		
2	Annexure II (Authorization letter of signatory from the Company)		
3	Annexure III (Copy of agreement between the manufacturer and the Distributor)		
4	Copy of PAN Card of the authorised signatory		
5	Copy of Demand Draft/Pay order as applicable in favour of the Additional Director General & Inspector General of Police Telecommunication, West Bengal- as Earnest Money		
6	Last 3 financial years' returns of Income Tax		
7	Last quarters of last 3 financial years' returns of VAT		
8	Last quarters of last 3 financial years' returns of CST		
9	Affidavit of non- conviction affirmed before a Notary public/ First Class Judicial Magistrate/Executive Magistrate (affidavit sworn after 01.09.2016)		
10	Lead time compliance certificate from the tenderer		

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Annexure I

APPLICATION FORMAT

(To be furnished in the Company's official letter pad with full Address and Contact No., etc.)

To The Additional Director General
& Inspector General of Police
CID, West Bengal
Bhabani Bhawan, Alipore, Kolkata 700 027.

Sub: NIT for procurement of equipment's for setting up of five Cyber Police Stations at five Police Commissionerates.

Ref:-

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I / we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of
In the capacity of duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period.
3. We are offering rate for the following item / items and assured supply to the West Bengal Police Telecommunication, Government of West Bengal as mentioned in Page-1.
4. a. We propose that the order and bill should be raised in our name. For liaisoning, we have appointed M/S having its office at (address, contact no and e mail address) as C&F agent / Liaisoner / Contact person / Others (strike out whichever is not applicable) as per clause of the NIT
OR
We propose that order and bill should be raised in favour of our authorized distributor. b. For that purpose, we have appointed M/S having its office at (address with contact no and e mail address) as authorized Distributor who will receive order and payment in his name on our behalf.
c. The agreement between ourselves and the distributor / C&F / Liaisoner & other documents as prescribed is attached in annexure III
5. In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.
6. We understand that:
(a) Tender Selection Committee can amend the scope & value of the contract bid under this project.
(b) Tender Selection Committee reserves the right to reject any application without assigning any reason.

Date:-

Signature of applicant including title
and capacity in which application is made.

Telephone No.:

Mobile No.:

E-Mail address:



Annuxure II

Authorization letter from Company for authorized signatory.

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Annexure III

Copy of agreement signed between tenderer and the distributor etc.

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Creator Details

Created By	ANURADHA MANDAL
Designation	DY. SUPDT. OF POLICE
Created Date	06-Dec-2016 01:57 PM