



GOVERNMENT OF WEST BENGAL
OFFICE OF THE CHILD DEVELOPMENT PROJECT OFFICER
DHUPGURI ICDS PROJECT, MILLPARA, JALPAIGURI-735210
Tele: 03563251474, Fax: 03563251474, e-mail: cdpodhuguri@gmail.com

No. 162 /ICDS/DPG

Date: 02.05.17

TENDER NOTICE

Sealed tenders on prescribed format are here by invited from bonified/ reputed agencies/ Co-operatives/ Federations/SHGs/Individuals etc for 1) Storing of ICDS food and others items and 2) Carrying of ICDS food and other items to the Angan Wadi Centres of Dhupguri ICDS Project. Agencies/ Co-operatives/ Federations/SHGs/Individuals etc who have at least 2 (two) years of Experience on the Carrying & Storing work of ICDS food and other items can only submit the tenders in a specified Tender Submission form available at this office. Details are available at www.jalpaiguri.gov.in.

Period of issuing/obtaining tender from : 02.05.17 to 24.05.17 (All working days during 11.00 am to 4 pm)
Last date of submission of tender form : 25.05.17 till 1.00 pm at the office of the undersigned
Date of opening : 25.05.17 at 3.00 pm at the chamber of SDO, Sadar Jalpaiguri.

The terms and conditions of the tender:

FOR STORING:

1. The rate of Storing of Food Stuff and other materials may be mentioned as amount per month. No eraser or overwriting will be allowed.
2. The rate should be inclusive of insurance coverage.
3. The store should be located within 2 km of the project office and must be well constructed so that food items and other items do not get damaged.
4. The go-down should be of pucca wall, good roof and proper ventilation system. The storage capacity will be 3000 Quintal. of food stuff and for other ICDS materials approx. 1000 sq ft of space is additionally required. No other articles other than ICDS to be allowed to store at the Godown.
5. The contract will remain valid for a period of 01 (one) year i.e. from the date of signing the agreement.
6. The Storing Agent should have own weighing scale where he/she will check up the weight of every bag and other materials.
7. He/she must ensure the quality and quantity of food stuffs and others materials to be received as per sample to be provided from this office time to time
8. Earnest money @ Rs. 15,000=00 (Fifteen thousand) only has to be deposited in the form of Call Deposit Receipt (CDR)/NSC/DCR/Bankers Cheque/Bank Draft etc in favour of C.D.P.O., Dhupguri ICDS Project along with tender application.
9. Selected tenderer is to deposit Rs. 50,000/- (Rupees Fifty thousand) only as security deposit in the shape of CDR/NSC/DCR/Bankers Cheque/Bank Draft duly pledged in favour of the C.D.P.O. Dhupguri ICDS Project.
10. The Tender Committee will not accept any liability on account of any loss or damage of goods and materials to be stored during Contract period.
11. The Tender Committee reserves the right to reduce /extend the period of agreement as deemed fit.
12. The 'Storing Agent' shall not, without the consent of the Sub-Divisional Officer, Jalpaiguri, Sadar, assign/ transfer /sublet / let out the contract or any part thereof.
13. No Cut and Torn, Short weight or damage bags of Rice & Musur dal and leaky/ unsealed tin /bottle of Mustered Oil & Iodized Salt will be received from the suppliers.
14. The 'Storing Agent' will remain bound to received food-Stuff according to the order of C.D.P.O., Dhupguri ICDS Project, Jalpaiguri.
15. The 'Storing Agent' will hand over the food-stuff and other materials to the appointed 'Carrying Agent' as per order of C.D.P.O., Dhupguri ICDS Project, Jalpaiguri.
16. The C.D.P.O. Dhupguri or authorized person will inspect the Godown periodically and the 'Storing Agent' will have to meet according to desire of the C.D.P.O., Dhupguri ICDS Project.
17. The 'Storing Agent' will maintain a Stock Register which will be countersigned periodically by the C.D.P.O., Dhupguri ICDS project, Jalpaiguri.

18. All the Goods & Materials should be properly guarded against all possible pilferage.
19. Necessary Fire Fighting Arrangement should be kept in the Go-down.
20. Issue of stock should be made on First-In-First-Out basis (FIFO).
21. Stock of Rice, M.Dal should not be higher than 12 Layers and Tin /Bottle should not be higher than 06 (Six) Layers.
22. Immediate segregation of damage goods from fresh one should be made.
23. The Cut and Torn bags of Rice and Musur Dal and leaky tins/bottle of Mustard oil should be reconstituted within 48 hours with prior information to this office.
24. The incidence of any loss /damage of food commodities, if any should be brought to the notice of the C.D.P.O., Dhupguri immediately.
25. In case of shortage/damage arising out of negligence, the 'Storing Agent' will be held responsible and the cost of such loss/damage food will be deducted from the bill or security deposit.
26. The 'Storing Agent' will be liable to maintain uniform rate throughout the contract period and no prayer will be entertained to increase rate of storing.
27. Security deposit will be forfeited in case of unwillingness of the 'Storing Agent' for performing any assignment as per terms and conditions of the agreement and the Agent to be black listed by the competent authority.
28. Any dispute regarding storing, the decision of the Chairman, Project level Tender Committee i.e. the Sub-Divisional Officer, Jalpaiguri Sadar will be final.
29. Tenure of Tender may be extended up to 3 (Three) months after one year, as per decision of Project Level Tender Committee (P.L.T.C.) or D.L.T.C.
30. The tenderer should have to furnish the following in the application (A) Name of the applicant, (B) Full address, (C) Description of Go-down, (D) Own/Rented, (E), Distance from the Project Office, (F) Measurement of the Go-down (length, breadth, height and total Sq. Ft. Floor area), (G) Exact location of the go-down (J.L. No. Khatian No. Plot No. Ward No. etc.).
31. The go-down should be situated beside the truck able pucca road for smooth loading and unloading of food stuff and other ICDS materials and convenient for carrying.
32. If the agreement bond is not executed within the stipulated date & time the earnest money will be forfeited.
33. In case of Co-operative Societies should be furnished along with Tender Papers self attested copies of (a) By Law, (b) Up to date renewal, (c) Registration Certificate.

FOR CARRYING:

1. Rate for carrying of Food-Stuff and other materials should be submitted as per following table:

SL NO.	PARTICULARS	To be carried to	Unit of rate to be submitted	Amount in figure and word (Rs)
1	Carrying food stuff and similar items at AWC Level	Angan Wadi Centre Level	Rate Per Quintal	
2	Carrying others items such as Utensils/Furniture/Pre-school equipment/medicine kits/others contingencies etc.	Three to Four Locations at each Gram Panchayet/Municipality level	Rate per Gram Panchayet/Municipality per trip	

2. No eraser or overwriting will be allowed.
3. This approved rate will enforce for one year from the date of sign of the agreement.
4. Tenure of Tender may be extended up to 3 (Three) months after one year, as per decision of Project Level Tender Committee (P.L.T.C.) or D.L.T.C.
5. Request for enhancement of rate for any circumstance at any stage will not be entertained.
6. Earnest money @ Rs. 15,000=00 (Fifteen thousand) only has to be deposited in the form of Call Deposit Receipt (CDR)/NSC/DCR/Bankers Cheque/Bank Draft etc in favour of C.D.P.O., Dhupguri ICDS Project along with tender application.
7. Selected tenderer is to deposit Rs. 50,000/- (Rupees Fifty thousand) only as security deposit in the shape of CDR/NSC/DCR/Bankers Cheque/Bank Draft duly pledged in favour of the C.D.P.O. Dhupguri ICDS Project.
8. Security money will be forfeited for unwillingness to carry the Food-Stuff and other materials within stipulated time, as per carrying order and contract period.
9. Carrying contractor will have to carry Food Stuff and others materials from the Project Go-down to different A.W. Centres as per the list issued by the C.D.P.O. to him within 7 (Seven) days from the date of receiving the carrying order.
10. The Contractor must have the capacity to carry all items as ordered by CDPO to all the respective AWC (No. Of AWC 820 at present) level within 7 days of receiving the order.

11. Carrying contractor will have to carry Weighing Machine at the time of Delivery of Food-Stuff at A.W. Centre Level.
12. For delivery of Food –Stuff and others materials to Anganwary Centres, Challan in prescribed format has to be printed in Triplicate and to be authorized from the project office before issue those to A.W. Workers. Challan No. and date should be mentioned in all Challan copies.
13. Carrying Contractor will have to issue challan to Angan Wari Worker (AWW) after delivering of exact quantity of Food-Stuff as mentioned in the list by weight in properly. Without proper weight, concerned AWW will not receive the Food Stuff and any complaint in the regards shall be viewed seriously.
14. After completion of carrying work, all the challan have to be submitted to this office along with a Certificate of Statement of carrying done.
15. Carrying contractor will be solely responsible for any shortage /damage of Food-Stuff during transit period.
16. Payment will be made when fund will be available and after observation of all formalities.
17. In case of breach of agreement by the carrying contractor at any stage is subject to the forfeiture of security deposit including other penal action against him by the authority.
18. If the agreement bond is not executed within the stipulated date & time the earnest money will be forfeited.
19. In case of Co-operative Societies should be furnished along with Tender Papers self attested copies of-(a) By Law, (b) Up to date renewal, (c) Registration Certificate.

PREFERENCE:

- 1) Preference to be given to the tender(s) having experience on Carrying and storing the ICDS food grains and other items for more than 2 years.
- 2) Co-operative Societies/SSU/Federation is preferable.
- 3) Tenderer(s) within or adjacent the block and having good knowledge of locations of this block is preferable.

Following documents must be submitted along with the tender proposal in prescribed form:

- 1) Current ST/IT certificate/clearance
- 2) Earnest money in form of above.
- 3) Experience certificates on the above work duly certified by the authority under which the work has been done satisfactory, mentioning year of experience clearly, if any.
- 4) Copy of PAN card self attested.
- 5) In case of Co-operative society registration copies and renewal copies.
- 6) Rate should be quoted in both word and figures.

Memo No.162/1/12 /ICDS/DPG

Copy forwarded for necessary information and wide circulation to the:

- 1) District Magistrate, Jalpaiguri
- 2) Addl. District Magistrate, (G), Jalpaiguri
- 3) Sub-divisional Officer, Sadar, Jalpaiguri
- 4) Sabhapati, Dhupguri Panchayet Samity, Dhupguri, Jalpaiguri
- 5) Block Development Officer, Dhupguri, Jalpaiguri
- 6) BMOH, Dhupguri, Jalpaiguri
- 7) BL& LRO, Dhupguri, Jalpaiguri
- 8) IC, Dhupguri Police Sation, Dhupguri, Jalpaiguri
- 9) Post Master, Dhupguri, Jalpaiguri
- 10) D.I.C.O., Jalpaiguri
- 11) D.I.O., NIC, Jalpaiguri with a request to upload the tender notice in the district website-www.jalpaiguri.gov.in
- 12) Office Notice Board

Child Development Project Officer &
Convener of Project Level Tender Committee
Dhupguri ICDS Project
Dhupguri ICDS Project, Jalpaiguri
Govt. of West Bengal
Date: 02.05.17

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