

## ZOOLOGICAL GARDEN, ALIPORE

2, Alipore Road, Kolkata-27

Memo No:- 613/ZGA/E-tender/2023-24

Date : 28.06.2024

Notice inviting e-Tender No. e-Tender No. 12/Accts/ZGA/e-tender/2024-25, invites e-tender for the work detailed in the table below.

(Submission of Bid through **online**)

List of Schemes:-

| Sl. No | Name of the work   | Earnest Money (Rs.) | Delivery Period                                | Name of the Concerned Officer                  |
|--------|--|---------------------|--|--|
| 1.     | Supply and installation of Bio-Safety Cabinet A2 at Zoological Garden Alipore. | Rs. 30,000.00       | 30 (Thirty) days from the date of commencement | CCF & DIRECTOR<br>ZOOLOGICAL GARDEN<br>ALIPORE |

In the event of e-filling, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> (the web portal of West Bengal Zoo Authority) directly with the help of Digital Signature Certificate. Earnest Money may be remitted through Demand Draft / Pay Order issued from any nationalized bank in favour of the "Zoological Garden,Alipore" payable at KOLKATA and also to be documented through e-filling. Earnest Money Deposit (EMD) or documents in support should be submitted physically in the Office of Director, Zoological Garden under sealed cover said date and time.

1) Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in> Tender documents may be downloaded from website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated in Sl. No. 03.

2) The **FINANCIAL OFFER** of the prospective tenderer will be considered only if the **TECHNICAL BID** of the tenderer is found qualified by the 'Tender Evaluation Committee' formed by the Director,ZGA. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.

The prospective bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 3 (three) years. Such abandonment or rescission will be considered as disqualification towards eligibility. **(A declaration in this respect through affidavit has to be furnished by the prospective bidders without which the Technical Bid shall be treated as non-responsive.)**

Registered Partnership Deed for Partnership Firm only along with Power of Attorney is to be submitted. The company shall furnish the Article of Association and Memorandum. **Joint Ventures will not be allowed.**

**No mobilization advance and secured advance will be allowed.**

**Security Deposit :** Retention money towards performance Security amounting to 10% (*ten percent*) of the value of the work shall be deducted from the running account bill of the tenderer as per prevailing order. **No interest will be paid on Security Deposit.**

Constructional Labour Welfare CESS @ 1% (*one percent*) of cost of construction will be deducted from every Bill of the executing agency as per norms.

**There shall be no provision of Arbitration.**

Bid shall remain valid for a period of 120 (*one hundred twenty*) days from the last date of submission of Financial Bid / Sealed Bid. If the bidder withdraws the bid during the validity period of bid, **the earnest money as deposited will be forfeited** forthwith without assigning any reason thereof.

3) Date and Time Schedule:

| Sl. No. | Particulars  | Date & Time                   |
|---------|--|-------------------------------|
| 1       | Date of uploading of N.I.T. & other Documents (online)<br>(Publishing Date)  | 29.06.2024<br>AT 10.00<br>HRS |
| 2       | Documents download / sell / submission start date Online)  | 29.06.2024<br>AT 10.00<br>HRS |
| 3       | Bid Submission closing (On line)   | 12.07.2024<br>AT 16.00<br>HRS |
| 4       | Last Date of submission of original copies of Tender Documents and Earnest Money Deposit (Demand Draft) Off line & hard copy of Tender documents | 12.07.2024<br>AT 17.00<br>HRS |
| 5       | Bid opening date : Technical Bid   | 14.07.2024<br>AT 16.00<br>HRS |

4) Earnest Money: The amount of Earnest Money @ 30,000(*Thirty thousand*) in the shape of Bank Draft / Pay Order of any nationalized bank drawn in favour of the , "Zoological Garden,Alipore" payable at Kolkata against the work as per the NIT. The said amount will be adjusted with the security money of the successful bidder.

5) The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid 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.

6) The intending Bidders shall clearly understand that whatever may be the out come of the present invitation of Bids, no cost of Bidding shall be reimbursable by the garden authority. The tender accepting authority of Zoological Garden reserves the right to accept or reject any offer without assigning any reason thereof whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.

7) Refund of EMD: The Earnest Money of all the unsuccessful tenderers deposited in favour of Zoological Garden,Alipore will be refunded by the Director ,Zoological Garden, Alipore on receipt of application from tenderers .

8) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in Section – 'A' before tendering the bids.

9) **Conditional / Incomplete tenders will not be accepted under any circumstances.**

10) **The intending tenderers are required to quote the rate *online*.**

11) Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 of the notification thereof or any other laws relating there to and the rules made and order issued there under from time to time.

12) 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 bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.

13) The Director, Zoological Garden, Alipore reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

14) If there be any objection regarding prequalifying the Agency that should be lodged on line to the Chairman of Tender Evaluation Committee **within 2 (two) days** from the date of publication of list of qualified agencies and beyond that time schedule, no objection will be entertained by the Tender Evaluation Committee.

15) Before issuance of EACH WORK ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer, if found necessary. After verification if it is found that the documents submitted by the lowest tenderer is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances without any reference to the lowest tenderer.

The work will be commenced after the fund is available with the authority.

16) If any discrepancy arises between two similar clauses on different notification, the clause as stated in later notification will supersede former one in following sequence:

N.I.T.

Special Terms & Conditions

Technical Bid

Financial Bid

17) **Qualification criteria:**

The tender inviting and Accepting Authority through a "Tender Evaluation Committee" will determine the **eligibility of each bidder**. **The bidders shall have to meet all the minimum criteria regarding:**

- a) Financial Capacity
- b) Technical Capability and Eligibility as required in Column no. 6 in the table.
- c) Experience / Credential

**The eligibility of a bidder will be ascertained on the basis of the document(s) in support of the minimum criteria as mentioned in Column no. 6** . If any document submitted by a bidder is either manufactured or false, in such cases the eligibility of the bidder / tenderer will be rejected at any stage without any notice.

18. **Escalation of Price** on any ground and consequent cost over run **shall not be entertained** under any circumstances. Rates should be quoted accordingly.

## **INSTRUCTION TO BIDDERS**

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### **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 Contractor:**  
Any contractor 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 (the web portal of ZGA 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 Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause A.1. 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 A.1. 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 A.1. in two folders at a time for work, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

### **Technical Proposal:**

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

### **Statutory Cover Containing the following documents:**

- a) **TENDERS FEES, EMD AND OTHER DOCUMENTS:**

- Demand Draft towards cost of tender documents as prescribed in the N.I.T. against the work in favour of the Zoological Garden, Alipore.
- Demand Draft towards Earnest Money (EMD) as prescribed in the N.I.T. against the work in favour of the Zoological Garden, Alipore.

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**b) N.I.T.**

*(NIT & Tender Document downloaded properly and upload the same Digitally Signed).*

**The rate will be quoted in the B.O.Q.** Quoted rate will be encrypted in the B.O.Q. under Financial Bid.

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N.B.: Failure of submission of any of the above mentioned documents as stated in Sl. No. A.5.(a). and Sl. No. A.5.(b). will render the tenderer liable to be rejected.

Tender Evaluation Committee (TEC)

Evaluation Committee constituted by the Director, Zoological Garden, Alipore will function as Head of Evaluation Committee for selection of technically qualified contractors.

**Opening & evaluation of tender:**

If any contractor is exempted from payment of EMD, copy of relevant Government Order needs to be furnished.

**Opening of Technical Bid:**

Technical proposals will be opened by the Concerned Tender Inviting Authority or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

Intending tenderers may remain present if they so desire.

Cover (folder) for Statutory Documents Ref. Sl. No. A.5.(a)&(b.) will be opened first. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.

Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.

Summary list of technically qualified tenderers will be uploaded online.

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.

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.

i. **Financial Bid**

The financial bid should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ). The contractor is to quote the rate online through computer in the space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

Financial capacity of a bidder will be judged on the basis of information furnished in Section - B.

**Penalty for suppression / distortion of facts :**

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 Act.

**Rejection of Bid:**

Tendering authority reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Tendering authority's action.

**Award of Contract**

The Bidder whose Bid has been accepted will be notified by the Tender Inviting Authority through acceptance letter / Letter of Acceptance.

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

The Agreement in Form No. 2911(ii) will incorporate all agreements between the Tender Inviting Authority and the successful bidder. 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 Sl. No. 1 of N.I.T. along with requisite cost through Demand Draft / Pay Order issued from any nationalized bank in favour of the Zoological Garden, Alipore within time limit to be set in the letter of acceptance.

**ZOOLOGICAL GARDEN, ALIPORE**  
**Special Terms, Conditions and Specifications.**

**Section A**

**ELIGIBILITY CRITERIA**

- 1. Experience on the related job area**  
The bidder should have executed single order of similar nature of jobs, particularly in MEDICAL EQUIPMENTS of Rs. 15, 00,000 to Govt. Department / Quasi Govt. Dept./ PSU/ Local bodies/ Large corporate or similar organization in last 3 years. Work Order copies along with job completion certificate from the customer duly self-attested are to be submitted. (Annexure VI)
- 2. Authorization from OEMs**  
Bidders with tender specific authorization(s) from OEM(s), strictly in our format given in ANNEXURE-MAF in this tender document for all the items (EXCEPT CABLES), are only eligible to quote. Such tender specific authorization(S) must authorize the bidders for supply, installation and comprehensive maintenance of services during warranty period as per ANNEXURE-MAF.
- 3. Un-priced 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.
- 4. Minimum Annual Turnover for the last financial year**  
Turnover of the last financial year should be Rs. 15, 00,000. (Copy of audited balance sheet & P/L A/c duly certified by CA is required as proof) (Annexure V)
- 5. Aggregate Annual Turnover**  
Aggregate of Turnover of last Financial Year should be Rs. 15, 00,000. (Copy of audited Balance Sheet & P/L A/C duly certified by CA is required as proof.)
- 6. Incorporation Certificate**  
The bidder should provide the certificate of incorporation under Company Act 1956.
- 7. Statutory Documents – PAN & IT Returns**  
Copies of valid Pan along with I-T return documents, for last financial year are to be enclosed with the bid.
- 8. Trade License & GST**  
Copy of valid Trade License & GST are to be enclosed with the bid.
- 9. Location of Service Centers**  
The bidder must have at least 1 service provider for COMMUNICATION in KOLKATA Supporting documents for existence of service center(s) has to be attached with the tender document.
- 10. Banned by Govt. or like organization**  
The Bidder shall be required to give a declaration in their letter head that they have not been banned by any Government Agencies/ Govt. Dept. / Quasi Govt. Dept. / PSU/ Local Bodies. If any Govt. Agencies/ Govt. Dept. / Quasi Govt. Dept. / PSU/Local Bodies has banned the bidder and later on lifted the ban, the fact must be clearly stated.



**SECTION B**  
**INSTRUCTIONS TO BIDDERS**

**General for e-Tender**

**1. Registration of Bidder**

Any Bidder willing to take part in process of e-Tendering will have to be Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in>. The Bidder id to click on the link for e-Tendering site as given in the web portal.

**2. Digital Signature Certificate (DSC)**

Each Bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Center (NIC) on payment of requisite amount. Details are available at the Web Site stated in clause A.1. Above DSC is given as a USB e-Token.

**3. Search and Download**

The Bidder can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause A.1. Using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**4. Participation in more than one work**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his application will be rejected for that job. Submission should done as per enclosed (Annexure I, II, III, IV, V, VI). Partial bidding is allowed.

**5. Submission of Tenders**

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

**GENERAL**

**1. Exemption under NSIC**

The bidders (small scale units) who are registered with National Small Industries Corporation, i.e., NSIC, UNDER SINGLE POINT REGIATRATION SCHEME for the TENDERED ITEMS are exempted from the payment of bid security up to the amount equal to their monetary limit. A proof regarding current registration with NSIC for the TENDRED ITEMS will have to be attached along with the bid. Registration other than NSIC & under Single Point Registration Scheme will not be entertained.

## SECTION C

### GENERAL TERMS & CONDITIONS

#### GENERAL TERMS & CONDITIONS

**1. Awarding of Contract**

ZOOLOGICAL GARDEN, ALIPORE will award the contract to the successful bidder whose bid has been valued as per price and other criteria. ZOOLOGICAL GARDEN, ALIPORE reserves the right not to accept the Lowest Price bid without assigning any reason what so ever and the bidder will not challenge such decision in any forum what so ever ZOOLOGICAL GARDEN, ALIPORE 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 5% of the total value of the LOI in the form of BANK GURANTEE for a period of 60 days+ the maximum warranty period among the items quoted. After receiving the PBG, from P.O will be issued.

**2. Assignments**

Assignment of the job to third party is not allowed without the consent of ZOOLOGICAL GARDEN, ALIPORE.

**3. 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 GURANTEE in the attachment prescribed format within a period of 14 days from the date of placement Of this letter of intent, falling which this letter of intent is likely to be treated as canceled.

**4. Disputes and Arbitrations**

In case of any dispute or differences, branch and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of Director, ZOOLOGICAL GARDEN, ALIPORE or any other person appointment 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 refer to vacates his office on registration or otherwise or refuses to do works or neglecting his work or being unable to act as arbitrator for any reason whatsoever , The Director shall appoint another person to act as arbitrator in the place of outgoing arbitrator and the person 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 ZOOLOGICAL GARDEN, ALIPORE. 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.

**5. 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 blockage of road, fire, flood or any such act of nature, then ZOOLOGICAL GARDEN, ALIPORE may allow such additional time by extending the project execution timeframe as considered to be justified by the circumstance of the case and its decision will be final. If additional time is granted by the ZOOLOGICAL GARDEN, ALIPORE, the supply order shall be read and understood as if had contained from its inception the execution date as extended.

**6. Inclusion of freight & insurance**

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

**7. 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 by the bidder, all correction shall be done & initialed with date by the authorized signatory after striking out the original words/ figures completely.

**8. Governing Laws**

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

**9. Insertion of ZOOLOGICAL GARDEN,ALIPORE's GST in Vendor invoice**

All bills /invoices must be raised /submitted with proper GSTIN No. 19CALW03438B1D6 of ZOOLOGICAL GARDEN, ALIPORE for releasing payment.

**10. Late Proposals**

Any proposal received by ZOOLOGICAL GARDEN, ALIPORE after the deadlines for submission of proposals, as referred above shall not be accepted.

**11. 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 & ZOOLOGICAL GARDEN,ALIPORE will be in English language only. A duly signed formal copy must subsequently confirm the correspondence by Fax /e-mail.

**12. Non escalation price**

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

**13. Availability of PAN**

Any quotation submitted without PAN of vendor will be summarily rejected.

**14. Proposal Currency**

Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, etc.

**15. Cancellation of PO**

ZOOLOGICAL GARDEN,ALIPORE 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.

**16. 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 is statutory rate levied by Govt. will however be reflected for both reduction and escalation.

**17. Whom to report**

Reporting: You have to report to The Director, ZGA for all purposes.

**18. Withdrawal from Tender**

Any bidder may withdraw his tender by written request at any time prior to the scheduled closing time for receipt of tenders and not thereafter.

## SECTION D

### SPECIAL TERMS & CONDITIONS

#### SPECIAL TERMS AND CONDITIONS

**1. Maintenance Location**

DELIVERY LOCATION:- AS DIRECTED BY ZOOLOGICAL GARDEN, ALIPORE KOLKATA 700027 AND OFFER OF WBEID ALL DOCUMENTS UPLOADED HEREWITH.

**2. Consignee Details**

Consignee Details:- ZOOLOGICAL GARDEN, ALIPORE , KOLKATA

**3. Delivery Time Period**

All ITEMS must be delivered and installed within 30days from the date of issuance of PO.

**4. Taxes all inclusive**

Price will be all inclusive including tax, installation, freight, insurance & any other charges. Tax portion should be mentioned separately.

**5. 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 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, ZOOLOGICAL GARDEN,ALIPORE reserves the right to terminate the contract and ZOOLOGICAL GARDEN,ALIPORE will get the job completed by any other competent party. The difference of cost incurred by ZOOLOGICAL GARDEN,ALIPORE will be recovered from the earnest money deposited / PBG/ Invoice submitted by the vendor (as applicable)

**6. Payment Authority**

Payment sanctioning authority: Director, Zoological Garden, Alipore.

**7. Payment Terms**

Payment will be made on submission of bills along with the receipted Challan & successful installation and documentation certificate from the COMPETENT AUTHORITIES Payment will be released within 30 days.

**8. Security Deposit**

Successful bidder will have to submit a performance bank guarantee within 14 days of issuance of LOI , amounting 5% total ordered value in the format given in the tender document for a validity period of 60 DAYS more than the warranty period (3Years from the date of final acceptance of the end customer) of the quoted items.

**9. Warrants Support – Period**

The equipment along with the accessories will be warranted for specified period ( see list) from the date of ACCEPTANCE of the system whole or part. Service support for the entire warranty period will be ONSITE and COMPREHENSIVE and free of cost for the entire warranty period.

**10. General Guidance for e-tendering**

In the event of e-Filing intending bidder may download the tender document from the website [www.wbtenders.gov.in](http://www.wbtenders.gov.in) directly by the help of Digital Signature Certificate & necessary cost of tender. Document/Tender Fee may be remitted means Demand Draft in favor of Director, Zoological Garden , Alipore & scanned copy may be uploaded through e-Filing duly signed using Digital Signature Certificate.

**11. Registration of Contractors**

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt. of India. (viz. nCode Solution , Safescrypt , E-Mudra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the class 3/class 2 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of processing the Digital Signature Certificates through the registration system available in the websites.

**12. Eligibility for participation : Manufacturing units/Authorized Distributer /Suppliers are eligible to participate in the tender provide , they are**

- I. Valid license of the manufacturer.
- II. Manufacture shall have valid GMP Certificate.
- III. Bidder must be registered under GST Act.
- IV. Bidder/Manufacturing / Supplier unit who has been blacklisted either by the Tender inviting authority or by any State Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting.
- V. The manufacture must be USFDA/CE (IVD) certified.

**13. Training/ Demonstration**

The successful bidders must impact training to Veterinary Doctors/ Technicians / para-veterinary staff on the operation and preventive maintenance of the equipment at the time of installation and anytime during warranty period if demanded by the User Institution to the satisfaction of the Tender Inviting Authority and User Institution.

**14. Imported Equipment**

The Tender Inviting Authority shall no way involve in the import of the equipment from foreign countries, if such equipment are manufactured outside the country. It shall be the sole responsibility of the bidder to import the equipment offered by paying the requisite consideration in foreign currency and following the stipulations issued by the Government of India, from time to time in the import of equipment, especially when the import is from hostile nations.

**15. AERB Licensing through ELORA portal / PNDT Act**

Vendor should help/ assist to get necessary licenses required for successful operation of all the X-ray based equipment/ PNDT act License for USG, if applicable.

**16. List of details, Services etc. to be complied mandatorily**

- I. The spare price list of all spares and accessories (Including minor) required for maintenance and repairs in future after guarantee/ warranty period should be attached along with their part numbers and cost should be furnished in financial bid.
- II. List of equipments and procedures required for local calibration and routine maintenance should be furnished.
- III. Service Support Contract details: (Hierarchy Wise; including a toll free / landline number)
- IV. Contact details of manufacturer, supplier and local service agent should be furnished.

**17. DOCUMENTATION :**

- a) Operating or User manual,
- b) Technical datasheet,
- c) Maintenance or service manuals,
- d) Complete maintenance schedule with check list of To-Do activities to be carried out by company service personnel
- e) User's check list ( Daily , Weekly & Monthly)
- f) Other accompanying documents to be supplied in English.

**18. The items rejected shall be replaced by the supplier within 15 days immediately thereafter.**

If the contractor fails to supply of whole quantities or part or replace any rejection of the items of approved quality within the time specified above then, it shall be lawful for the

Director or the Officer appointed for the purpose to make up deficiency by purchase at current market rates and all excess expenditure so incurred shall be paid by the supplier on demand, failing which the same will be recovered from the amount of security deposit or bill. Any shortage in the security deposit money thus casual must be restored by the supplier on demand.

19. Product must be AERB/BIS/CE/US FDA/ I EC etc. (Valid BIS / CE/ USFDA/ IEC certificate etc.) certified (As per Section VI I – technical specification). In case of X-ray units & DR system, should furnish the clear model approval of the quoted model from AERB and also comply with AERB Guidelines for radiation leakage. Getting only NOC (for a model) from AERB from the quoted model shall not be considered.
20. Copy of valid product standard certificate such as USFDA/ CE (IVD) with product approval.
21. Copy of valid GMP Certificate of manufacturer.
22. Copy of valid Manufacturing License of the manufacturer
23. Maximum time to attend any repair call within 48 hours.
24. The company should be registered under PC; PNDT Act in the state and should have its wide service network to provide support for next 10 years.
25. **WARRANTY**  
Warranty will be commencing from the date of issue of installation certificate & demonstration.
26. **After sales service**  
On-site regular services at least once quarterly during warranty period apart from services as and when needed. The tenderer must have Local Service Provider for easy access. (Annexure IV)

## SECTION E

### TECHNICAL SPECIFICATIONS FOR LABORATORY ITEMS/EQUIPMENTS

#### No.5.: Bio-Safety Cabinet A2

Microprocessor controlled Dual Access Animal Containment Workstation

Cabinet should be fully microprocessor controller with provision for display all safety information in one screen.

Cabinet should have provision for quick start mode for fast operation.

Should have two pieces stainless steel work tray which should be easy to lift and drain hole should be at both sides to dump animal bedding.

Internal Work Area (W x D x H): 1405 x 465 x 564 mm (55.3" x 18.3" x 22.2")

Should have at least 14" access opening.

Should have V shaped grill to avoid blocking of air.

Should have hydraulic motor to adjust the height.

Should have comfortable leg rooms [at least 10 inch] on both sides.

Should have Elisa proven containment which provides > 99% allergen containment for user safety.

Filter of the cabinet should be ULPA type which is more efficient than normal HEPA filter.

All exposed surface of the cabinet should be coated by antimicrobial coating for more safety.

Should have DC type ECM blower motors for better safety.

Cabinet should comply with some international certifications like JIS, ISO, EN, UL, IEST etc.

Down flow velocity should be better than 0.20 m/s

Should have disposable and non-washable prefilter fibres 85% arrestance /EU3 rated

Sound emission should be less than 55 dBA  
Light intensity should not be less than 1500 Lux  
Power consumption should be less than 250 W  
Warranty Period will be covered at least 2 years.  
Maintenance will be provided as and when required.

**ANNEXURES I**

**(Formats To be filled by the Tenderer in their letter Heads)**

**FROM – I**

**APPLICATION FROM FOR e-TENDER**

**To**

**Director,**

**Zoological Garden, Alipore, Kolkata**

**NIT No:-** \_\_\_\_\_

**Name of Work:-** \_\_\_\_\_

**Amount put to tender:** \_\_\_\_\_

Dear Sir,

Having examined the Statutory, non-statutory & NIT documents, I/we hereby like to state that I/we willfully accept all your conditions and offer to execute the work as per NIT no stated above. We also agree to remedy the defects after/ during execution of the above work in conformity with the conditions of contract, specifications & bill of quantities.

**Dated this** \_\_\_\_\_ **day of** \_\_\_\_\_ **20** \_\_\_\_\_

**Full name of applicant:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**In the capacity of:** \_\_\_\_\_

**Duly authorized to sign bids.**

**For & on behalf of (Name of Firm):** \_\_\_\_\_

**(in block capitals or typed)**

**Office address:** \_\_\_\_\_

**Telephone no(s) (office) :** \_\_\_\_\_

**Mobile No:** \_\_\_\_\_



Mail Id: \_\_\_\_\_

**ANNEXURE II**  
**Quoted Item details**

| Name of Item | Specification | Name of Manufacturer | Model | Remarks |
|--------------|---------------|----------------------|-------|---------|
|              |               |                      |       |         |

Signature of the Tenderer:

Date:

Official Seal:

**ANNEXTURE III**

|  |  |  |             |  |
|--|--|--|-------------|--|
| <b>1.</b>  | <p><u>GST Registration</u></p> <p>Pl. mention whether registered under GST: _____</p> <p>Furnish the copy of the OVAT registration certificate ( in case the bidder quotes OV in the price bid)</p> <p>Furnish the copy of the GST registration certificate ( in case the bidder quotes in GST the price bid)</p>  |  |             |  |
| <b>2.</b>  | <p>PAN: Furnish the copy of the PAN.</p>   |  |             |  |
| <b>3.</b>  | <p><b>Bank Details of the Bidder: The bidders have to furnished the Bank Details as mentioned below for return of EMD/ payment for supply if any (if selected)</b></p> <p style="margin-left: 40px;"><b>a. Name of the Bank</b> :</p> <p style="margin-left: 40px;"><b>b. Full address of the Branch concerned</b> :</p> <p style="margin-left: 40px;"><b>c. Account no. of the bidder</b> :</p> <p style="margin-left: 40px;"><b>d. Name (as mentioned in the bank account)</b> :</p> <p style="margin-left: 40px;"><b>e. IFSC code of the Bank</b> :</p> |  |             |  |
| <table style="width: 100%;"><tr><td style="width: 33%; vertical-align: top;">Date:</td><td style="width: 33%; vertical-align: top;">Office Seal</td><td style="width: 33%; vertical-align: top;">Signature of the Bidder/<br/>Authorised Signatory</td></tr></table> |  | Date:  | Office Seal | Signature of the Bidder/<br>Authorised Signatory |
| Date:  | Office Seal  | Signature of the Bidder/<br>Authorised Signatory |             |  |

**ANNEXURE IV**

(To be submitted in Technical Bid)

**DETAILS OF THE BIDDER & SERVICE CENTER**

| <b>GENERAL INFORMATION ABOUT THE BIDDER</b>                                     |  |  |             |                        |                 |
|---|--|--|-------------|------------------------|-----------------|
| 1   | Name of the Bidder   |  |             |                        |                 |
|   | Registered address of the firm   |  |             |                        |                 |
|   | State  |  | District    |                        |                 |
|   | Telephone No.  |  | Fax         |                        |                 |
|   | Email  |  | Website     |                        |                 |
| <b>Contact Person Details</b>   |  |  |             |                        |                 |
| 2   | Name   |  | Designation |                        |                 |
|   | Telephone No   |  | Mobile No.  |                        |                 |
| <b>Communication Address</b>  |  |  |             |                        |                 |
| 3   | Address  |  |             |                        |                 |
|   | State  |  | District    |                        |                 |
|   | Telephone No.  |  | Fax         |                        |                 |
|   | Email  |  | Website     |                        |                 |
| <b>Type of the Firm ( Please ✓ relevant box )</b>                               |  |  |             |                        |                 |
| 4   | Private Ltd.   |  | Public Ltd. |                        | Proprietorship  |
|   | Partnership  |  | Society     |                        | Others, Specify |
|   | Registration No. & Date of Registration  |  |             |                        |                 |
| <b>Nature of Business (Please ✓ relevant box)</b>                               |  |  |             |                        |                 |
| 5   | Original Equipment Manufacturer (OEM)  |  |             | Authorized Distributor |                 |
|   | Direct Supplier  |  |             |                        |                 |
| <b>Key personnel Details (Chairman, CEO, Directors, Managing Partners etc.)</b> |  |  |             |                        |                 |
| 6   | In case of Directors, DIN Nos. are required  |  |             |                        |                 |
|   | Name   |  | Designation |                        |                 |
|   | Name   |  | Designation |                        |                 |
| 7   | Whether any criminal case was registered against the company or any of its promoters in the past |  |             |                        | Yes/No          |
| 8   | Other relevant information's   |  |             |                        |                 |

**ANNEXURE V**

(To be furnished in the **Letter Head** of the Auditor)

**ANNUAL TURNOVER STATEMENT**

The Annual Turnover for products of

M/s \_\_\_\_\_ who is a manufacturing unit / authorized distributor for the last 03 years given below and certified that the statement is true and correct.

| <b>Sl. No.</b> | <b>Year</b> | <b>Turnover in Lakhs</b> |
|----------------|-------------|--------------------------|
| <b>1.</b>      |             |                          |
| <b>2.</b>      |             |                          |
| <b>3.</b>      |             |                          |

Average Annual Turnover (for the above three years) in Lakhs (Rs.) \_\_\_\_\_

Date:

Place:

Signature of Auditor/

Chartered Accountant

(Name in Capital)

Seal

Membership No.-

Registration No. of Firm

**ANNEXURE VI**

**Format – III**

(To be submitted in Technical Bid)

**PERFORMANCE STATEMENT**

(For the period of last **three years**)

**(Pl. Furnish order copies of the clients serially , the names of which are mentioned below)**

Name of Bidder : \_\_\_\_\_

Name of Manufacturer : \_\_\_\_\_ **Name of the Item:** \_\_\_\_\_

| Sl. | Order placed by (Address of purchaser) (Attach documentary proof) | Order no. & Date | Item Name        | Make & Model | Qty | Value of Contract (Rs.) | Date of Completion | Have the goods been functioning satisfactorily (attach documentary proof) |
|-----|---|------------------|------------------|--------------|-----|-------------------------|--------------------|---|
| 1   |   |                  |                  |              |     |                         |                    |   |
| 2   |   |                  |                  |              |     |                         |                    |   |
|     |   |                  |                  |              |     |                         |                    |   |
|     |   |                  |                  |              |     |                         |                    |   |
|     |   |                  | <b>Total Qty</b> |              |     |                         |                    |   |

(attach separate sheets if the space provided is not sufficient)

Signature and seal of the Bidder

\*The documentary proof will be copies of the purchase order (during the last 3 years) indicating P.O. No. and date.

\*\*The documentary proof will be certificate from the consignee / end user indicating P.O. No. and date.

**ANNEXURE VII**

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)

**DECLARATION FORM**

I / We ..... having My / our  
.....office at .....  
.....do declare that I / We have carefully read all the terms & conditions  
of tender for the ..... at DIRECTOR , ZOOLOGICAL GARDEN,ALIPORE  
for the Year 2023-24.

**Tender Reference no.** .....

I/We do hereby declare I/We have not been de-recognized / blacklisted by any State Govt. /  
Union Territory / Govt. of India / Govt. Organization / Govt. Health Institutions for supply of Not of  
Standard Quality (NSQ) items / non-supply.

I/We do hereby declare that I/We accept all the “Terms and Condition” laid down by the  
ZGA.

I/We agree that the Tender Inviting Authority can forfeit the Earnest Money Deposit and  
blacklist me/us for a period of 2 years if, any information furnished by us proved to be false at the  
time of inspection / verification and not complying with the Tender terms & conditions.

Signature of the bidder

Seal

Date:

Name & Address of the Firm:

Affidavit before Executive Magistrate / Notary Public