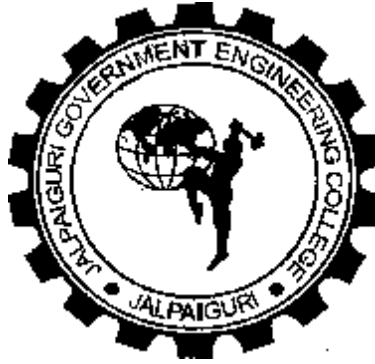


E-tender is being invited for supplying Goods, Repairing & Maintenance
Follow: <http://wbtenders.gov.in> , from: 06.07.2019, 15.00 hours. www.jgec.ac.in
Notice no.: JGEC/SG/2019-20/BOOK/01
Principal, Jalpaiguri Govt. Engg.College

**TENDER DOCUMENT
FOR
PROCUREMENT OF
BOOKS in Central Library UNDER SG
State Grant:2019-20**

Tender Notice No: JGEC/SG/2019-20/BOOK/01/ dated 06.07.2019



JALPAIGURI G GOVERNMENT ENGINEERING COLLEGE JALPAIGURI- 735 102

www.jgec.ac.in

Phone: 03561561 – 255131 (Principal), Fax: 03561 – 256143

255132 (Accounts Officer), 255465 (EPABX)

OFFICE OF THE PRINCIPAL

JALPAIGURI GOVERNMENT ENGINEERING COLLEGE

JALPAIGURI – 735 102

www.jgec.ac.in

e-mail: principal@jgec.ac.in, cpc@jgec.ac.in

GENERAL INFORMATION TO THE TENDERERS

1. INVITATION:

Two Bid Tenders are invited by the Principal, Jalpaiguri Government Engineering College, from bonafied and experienced firms/agencies through the e-tendering portal of the Govt. of West Bengal (<https://wbtenders.gov.in>) for supply of books for Central Library for different academic/ non-academic departments /sections as listed from the manufacturers / their authorized distributors /dealers / as applicable.

While the main tender document (both technical and financial) must be submitted electronically following the instructions given in the said portal, hard copies of the technical bid together with all supporting documents (as submitted electronically) may be submitted directly to the Principal of the College at the above address *before the opening of tender at time specified* in this document.

An index page for the submitted bid document must be attached placing at next to the top page as follows:

Sr. no.	Name of Items / documents	Page nos.		

Related BOQs is **JGEC/SG/2019-20/BOOK/01 Dated: 06.07.2019**

2. LANGUAGE OF TENDER: The tender shall be submitted in the prescribed form in English..

3. **VALIDITY:** The validity of the offer shall be for a minimum period of 180 days from the date of submission of the same.

4. SUPPORTING DOCUMENTS:

All the tenders must be accompanied by photocopies/ originals of the following documents, hard copies of which may be submitted directly to the Principal of the College at the above address:

- Valid Registration Certificate (for MSME Units, S.S.I. Units, Co-operative Societies) if applicable.
- Valid Trade License/ Certification of Incorporation *with clear description of nature of business*.
- PAN Card.
- GST Registration No. (GSTIN)
- Latest Professional Tax Payment Certificate (PTPC) / PT deposit challan for current financial year.
- Credentials are to be in the form of Purchase order along with Payment Certificate/ Performance Certificate / Installation certificate from buyer.
- NSIC/MSME/SSI units and Co-operative Societies are exempted from deposition of EMD on production of satisfactory documents in support of their claim. In case of NSIC/MSME/SSI, photo copy of valid Certificate (Current) should be submitted/uploaded in “Fee Cover” in lieu of EMD.**
- Relevant Government Order for exemption in respect of above mentioned requirements, where ever applicable.**
- Supplementary information if any may be submitted under separate cover before the last date of submission of the tender.

All the above documents should be serially as per order given with page numbers

GENERAL CHECKLIST OF ANNEXURE-II for other document should be consulted.

5. OPENING OF TENDER:

- Last date of submission of the Bids is 23th July, 2019 up to 14.00Hours
- Technical Bids will be opened on 25th July, 2019 at 14.30 Hours. at the office of Jalpaiguri Government Engineering College, Jalpaiguri, West Bengal, in presence of the intending bidders / their authorized representatives, if any.
- If for any administrative reason the date of opening of the tenders be a declared a holiday, the tender will be opened on the next working day at the same time and place.
- If the tender could not be opened on the date of opening due to any unavoidable circumstances, the next date of opening of tender may be known from the college website.

6. EVALUATION OF TENDER

- The purchaser will evaluate and compare the quotations determined to be satisfactorily responsive based on:

- a) the Laid Down terms and conditions as mentioned in the different sections of the tender document,
- b) The bids which are found technically suitable according to the technical specifications of the purchaser,
- c) Supporting documents submitted along with the bids as required in Section 4 above under heading "SUPPORTING DOCUMENTS" are LEGIBLE.

ii) The quotations would be evaluated for all the books together.

- iii) The Purchaser shall be under no obligation to accept the lowest quotation. Further, the college authority reserves the right to reject all or any of the tenders without assigning any reasons, if any discrepancy is found in the bid.

7. DELIVERY:

Free delivery of the consignment is to be made at the premises of Jalpaiguri Government Engineering College, Jalpaiguri, West Bengal, 735102 within the stipulated date to be mentioned in the purchase order and the same has to be tested /commissioned / installed immediately. Part delivery will not be entertained.

8. PRICE:

The prices of the items may have separate Price Components and Taxes & Duties Components (Tax & Duties Components which are required to be borne and paid by the Purchaser). The price component should be the basic price of the item including cost of packing, F.O.R. Destination door delivery basis, installation, commissioning, training to personnel etc., if any. However, the quoted prices should be inclusive of all and to be written both in figures and words. Correction if any shall be made by crossing and signing with date and re-writing. In case of conflict between the figures & words **the latter will prevail**. The price quoted by the Bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account. Each Bidder shall submit BOQ wise bids i.e. only items of any particular BOQ per bid. Conditional Discounts in the Price offered by the Bidder will not be entertained. The prices shall be quoted in Indian rupees only for stores of Indian origin. **Price preference as per existing government rules shall be given to eligible bidders.**

QUOTED PRICE SHOULD BE ON THE BASIS OF UNIT PRICE(Nos./ Sets/ Users whichever is applicable as per annexed BOQs). Quoted Price should be item-wise and it will be evaluated for all the books together.

9. ACCEPTANCE OF MATERIAL/INSPECTION/QUALITY ASSURANCE:

After issuance of purchase order in favour of successful bidder, the latter has to make necessary arrangement for inspection and testing of the consignment by the tender inviting authority, i.e. Principal, Jalpaiguri Government Engineering College, Jalpaiguri, West Bengal, or his representative, if he deems fit. In such case, the Principal, Jalpaiguri Government Engineering College may accept only tested cleared consignment.

10. SECURITY MONEY FORE-TENDER:

10,000/- (Ten Thousand Rupee only) security money deposit for e-Tender security purpose in favour of "Principal, Jalpaiguri Government Engineering College, Jalpaiguri, West Bengal," to be remitted electronically through the above mentioned portal, salient features of which are given in **Annexure I. Note:**

Traditional process of deposit of SECURITY MONEY through offline instruments like Bank Draft, Pay Order etc. has been stopped for e-tender procurement of this Institute w.e.f. 01.09.2016. Necessary SECURITY MONEY 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 SECURITY MONEY 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 SECURITY MONEY through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidders are also advised to submit SECURITY MONEY of their bid, at least 5 working days before the bid submission closing date as it requires time for processing of Payment of SECURITY MONEY.

11. PAYMENT/ PERFORMANCE SECURITY:

- i) Payment shall be made to the supplier after the processing of the Bill through e-clearance as per existing norm of State Government after the receipt of the ordered item(s) in full and in good condition at the premises of the Purchaser and issue of satisfactory performance certificate by the USER.
- ii) **Along with the Bill, Bidder has to submit a performance security of 5% of the Billing Amount which will be retained during the period of warranty as performance guarantee.**

12. GUARANTEE /WARRANTY:

Not applicable

13. LIQUIDATED DAMAGES:

Liquidated Damages shall be levied in case of delay in the delivery of goods or completion of Works and shall be levied at the rate of 2% per month of delay or part thereof. Liquidated Damages will be subject to a ceiling of 10% of the contract price and shall be levied by way of Pre- estimated damages and not by way of penalty.

14. INSURANCE:

The Goods under supply must be fully insured against any loss or damages during transit or storage or during commissioning or installation.

15. FORCE MAJEURE:

There could be circumstances/events where the supplier/contractor may not be in a position in spite of his best efforts, to meet the delivery/ completion schedule due to events beyond their control and not foreseeable such as wars, riots, fires, floods, epidemics, other natural calamities, quarantine restrictions and freight embargo etc. In such cases suitable delivery extensions based on merit of the case may be granted for arranging the delivery of goods or completion of works on the basis of written application by the supplier / contractor at the discretion of the college authority. Also the supplier shall not be made liable for forfeiture of performance security, liquidated damages or termination of contract as per provisions made in the contract elsewhere due to reasons for delay mentioned above.

16. PATENTRIGHTS:

Not applicable.

17. LAWS GOVERNING THE CONTRACT:

- i) The contract shall be governed by the laws of the Union of India in force.
- ii) All disputes are subject to jurisdiction of courts of law situated at Jalpaiguri only.

18. ARBITRATION:

In the event of any question, dispute or difference arising under the conditions of Contract, or any special conditions of contract, or in connection with the contract (except as to any matters the decision of which is specially provided for by these or the special conditions) the same shall be referred to the sole arbitration of an officer as per prevailing norms of Govt. of West Bengal.

19. FRAUD AND CORRUPTION:

The Bidders, Suppliers, Contractors and their Subcontractors and Consultants in the contracts require to observe the highest standard of ethics during the procurement and execution of this contract by not being engaged in Corrupt, fraudulent, collusive, coercive or obstructive practice as generally defined. Non-Compliance of the above will lead to rejection of proposal for award/declaring a firm or individual ineligible even for future bidding.

20. AWARD OF CONTRACT:

The purchaser shall award the contract, within the validity period of tenders, to the bidder who meets the tender conditions in all aspects, has the necessary technical and production capabilities and financial resources and whose bid is substantially responsive to the tender conditions and has offered the lowest evaluated cost offered by the technically accepted bidders. The terms of the accepted offer shall be incorporated in the purchase order.

21. INCIDENTAL SERVICES:

The supplier shall be required to provide any incidental charges required to supply the books in central library.

22. SPECIALATTENTION:

All bidders are to note that tenders containing any deviation from the terms and conditions, specifications and other requirement are liable to be rejected. The bidder who do not meet the appropriate standard of capability and financial resources, may not be considered. The tender inviting authority reserves all rights to reject any or all the tenders without assigning any reason and also split up the supply if necessary and to accept the tender in whole or part.

Invitation of the tender shall under no circumstances create any right, legal or otherwise in favour of the bidder in case the tender is closed, withdrawn or cancelled before issuance of purchase order nor shall the inviting authority be liable to explain the reason of such closure, withdrawal or cancellation of the tender.

While tenders are under consideration, bidders and their representatives or other interested parties shall refrain from

contacting by any means any persons or representatives of the purchaser, i.e., Jalpaiguri Government Engineering College, Jalpaiguri, West Bengal, on matters relating to the tender under study. The purchaser if necessary may request for clarification of tender in writing. After the public opening of the tenders, information relating to examination, clarification and evaluation of tenders and recommendations concerning awards shall not be disclosed to bidders or other persons not officially concerned with this process until the successful bidder is notified of the award of the contract.

23. Important Dates:-

01. Date of uploading of N.I.T. & Tender documents(online): 06.07.2019, 12:00 Hours.
02. Starting of Documents download(online): 06.07.2019from 12:00 Hours.
03. Bid Submission starting (online): 06.07.2019from12:00 Hours.
04. Last date of Documents download and submission of bid (on line): 23.07.2019,14:00 Hours.
05. Date of Technical Bid opening : 25.07.2019,14:30 Hours.
06. Date of uploading list for Technically qualified Bidder (online) : To be notified later
07. Date of opening of Financial Proposal(online) :To be notified later
08. Date of uploading of list of bidders along with the approved rate :To be notified later

JGEC/SG/2019-20/BOOK/01 Dated: 06.07.2019

Details
of
Procurement of BOOKS
for
Central Library
Jalpaiguri Government Engineering College

Item descriptions corresponding to referred/ attached
BOQ

Items:

NUMB ER #	TEXT #	TEXT #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units
1	2	3	4	5
1	Books for Central Library: 1. Xasena & Arrora / Textbook of Railway Engg. / Dhanpat Rai: : 20 Nos. 2. Khanna & Justo / Highway Engg. / Neemchand & Brothers: 20 Nos. 3. Duggal, S. K. / Building materials / New Age: 20 Nos. 4. Punmia, Jain & Jain / Building Construction / Laxmi Pub. : 10 Nos. 5. Garg ,S.K / Sewage disposal & air pollution engg. / Khanna Pub. : 20 Nos. 6. Garg, S. K. / Water supply / Khanna Pub. : 20 Nos. 7. Garg, S. K. / Irrigation Engg & hydraulic structures / Khanna Pub. : 10 Nos. 8. Bhavikatti / Structural Analysis Vol. I / Vikas Publishing: 20 Nos. 9. Bhavikatti / Structural Analysis Vol. II / Vikas Publishing: 20 Nos. 10. Murthy, V N S / Textbook of soil mechanics & foundation engg. / CBS: 20 Nos. 11. Vazirani & Chandola / Transportation Engg. Vol. 1 / Khanna Pub. : 10 Nos. 12. Vazirani & Chandola / Transportation Engg. Vol. 2 / Khanna Pub. : 10 Nos. 13. Punmia, Jain & Jain / Reinforced concrete structures Vol. 1 / Laxmi Pub. : 10 Nos. 14. Punmia, Jain & Jain / Reinforced concrete structures Vol. 2 / Laxmi Pub. : 10 Nos. 15. Chakraborty, M / Civil engg. Drawing / M.Chakraborty. : 10 Nos. 16. Kanethkar & Kulkarni / Surveying & Levelling Vol. 1 / Vidyarthi Griha Prakashan : 20 Nos. 17. Kanethkar & Kulkarni / Surveying & Levelling Vol. 2 / Vidyarthi Griha Prakashan : 20 Nos. 18. Duggal, S. K. / Design of steel structures / TMH: 15 Nos. 19. Jai Krishna & others / Elements of earthquake engg. / South Asian Pub: 10 Nos. 20. Chattopadhyay, B.C. & Maity, Joyanta / Ground Improvement Techniques / PHI: 10 Nos. 21. Raj, P Purushothama / Ground improvement techniques / Laxmi Publication: 10 Nos. 22. Venugopal, K / Engineering Drawing & Graphics / New Age: 20 Nos. 23. Ranjan, Gopal & Rao, A.S.R. / Basic and applied Soil Mechanics / New Age: 20 Nos. 24. Chopra, Anil K. / Dynamics of structures / PHI: 20 Nos. 25. Kothari & Nagrath / Basic electrical engineering / Tata Mcgraw Hill: 30 Nos. 26. Husain, Ashfaq / Fundamentals of electrical engineering / Dhanpat Rai: 30 Nos. 27. Thereja, B. L. / T. B. of electrical technology Vol. 1 / S. Chand: 20 Nos. 28. Thereja, B. L. / T. B. of electrical technology Vol. 2 / S. Chand: 10 Nos. 29. Venkataratnam, K / Special electrical machines / University Press: 10 Nos. 30. Krause, Paul C.&others/Analysis of electric machinery and drive systems/Wiley India: 15 Nos. 31. Bimbhra, P. S. / Electrical machinery / Khanna Publishers: 15 Nos. 32. Bimbhra, P. S. / Generalized theory of electrical machines / Khanna Publishers: 15 Nos. 33. Roychowdhury,D / Networks and systems / New Age: 10 Nos. 34. Rashid, M. H. / Power Electronics / Pearson Education: 10 Nos. 35. Dubey, G. K. / Fundamentals of electrical drives / Narosa Publishing: 10 Nos. 36. Kothari & Nagrath / Modern power system analysis / TMH: 10 Nos. 37. Gupta, J. B./Utilization of Electric Power and Electric Traction/S. K. Kataria & Sons: 10 Nos. Strogatz, Steven H / Nonlinear dynamics & Chaos / Levant Books: 10 Nos. 38. Sawhney, A. K./ Course in electrical and electronic measurements & instrumentation / Dhanpat Rai : 20 Nos. 39. Anandanatarajan & Rameshbabu / Control System Engineering / Scitech Pub. : 10 Nos. 40. Wood & Wollenberg /Power generation, operation & control /John Wiley: 15 Nos. 41. RoyChowdhury, D / Modern control Engineering / PHI: 10 Nos. 42. Bimbhra, P. S. / Power Electronics / Khanna Publishers: 20 Nos. 43. Wadhwa, C. L./Generation distribution & utilization of electrical energy/New Age: 10 Nos. 44. Naidu & Kamaraju / High voltage engineering / TMH: 10 Nos. 45. Pai, Pradeep P / Operations Research / OUP: 10 Nos. 46. Neeraja, B & others / Research Methodology / Scitech: 10 Nos. 47. Arora, J. S. / Introduction to optimum design / McGraw Hill: 10 Nos. 48. Klafter,R.D.& others / Robotic engineering / PHI: 10 Nos. 49. Schilling,R.J. / Fundamentals of robotics analysis and control / Pearson Education: 10 Nos. 50. Barun Kumar De / Energy management : audit & conversion / Vrinda Publication: 10 Nos. 51. Chakraborty, Amlan / Energy Engg. & Management / PHI: 10 Nos. 52. Crawford, Martin / Air Pollution Control Theory / TMH: 10 Nos. 53. Tiwari & Ghosal / Renewable Energy Resources / Narosa Publishing: 10 Nos. 54. Kandpal & Garg / Financial evaluation of renewable energy technologies / Macmillan: 10 Nos. 55. Chary, S. N. / Production Operation Management / TMH: 10 Nos. 56. Narashimhan, S. L. / Production planning & inventory control / PHI: 10 Nos. 57. Alavala, C. R. / Finite Element Methods / PHI: 10 Nos. 58. Kumar, D. S. / Engineering Mechanics / S. K. Kataria & Sons: 10 Nos. 59. Dhawan, R. K. / Engineering Drawing / S. Chand: 20 Nos. 60. Kakani & Kakani / Material Science / New Age: 10 Nos. 61. Chattopadhyay,A.B. / Machining & Machine Tools / Wiley: 15 Nos. 62. Jha, B. K. / CNC programming made easy / Vikash Publishing: 10 Nos.	Book-1	01	Sets

63. Raghavendra & Krishnamurty / Engg, metrology & measurements / OUP: **10 Nos.**
64. Khan, B. H. / Non-conventional energy resources / TMH: **10 Nos.**
65. Arora, C. P. / Refrigeration & Air Conditioning / TMH: **10 Nos.**
66. Khurmi & Gupta / T. B. of Machine Design / Euresia Publishing: **10 Nos.**
67. Narayan, KL & others / Machine Drawing / New Age: **10 Nos.**
68. Ratan, S. S. / Theory of Machines / TMH: **15 Nos.**
69. Rajput, R. K. / Non-conventional energy sources & utilization / S. Chand: **10 Nos.**
70. Mahajan, M / Statistical Quality Control / Dhanpat Rai : **10 Nos.**
71. Rao, P. N. / Manufacturing Technology Vol. 1 / TMH: **10 Nos.**
72. Rao, P. N. / Manufacturing Technology Vol. 2 / TMH: **10 Nos.**
73. Singh, Kripal / Automobile Engineering Vol. 1 / Standard Publishers: **10 Nos.**
74. Singh, Kripal / Automobile Engineering Vol. 2 / Standard Publishers: **10 Nos.**
75. Mishra, K L P / Theory of computer science / PHI: **20 Nos.**
76. Balaguruswami, E / Programming in ANSI C / TMH: **20 Nos.**
77. Ghosh, T K / Computer organization & architecture / PHI: **20 Nos.**
78. Balaguruswami, E / Programming with JAVA / TMH: **30 Nos.**
79. Balaguruswami, E / Object-oriented programming with C++ / TMH: **20 Nos.**
80. Ayala, K.J. & others / 8051 Microcontroller... / Cengage Learning: **10 Nos.**
81. Gaonkar, R / Microprocessors / Penrum International: **30 Nos.**
82. Mall, Rajib / Fundamentals of software engg. / PHI: **20 Nos.**
83. Forouzan, B. A. / TCP/IP protocol suite / TMH: **10 Nos.**
84. Silberschatz, A & others / Operating system concepts / J. Wiley: **30 Nos.**
85. Silberschatz, A & others / Database concepts / McGraw Hill: **20 Nos.**
86. Aho & Ullman / Compilers / Pearson Education: **20 Nos.**
87. Forouzan, B. A. / Data communications & networking / TMH: **10 Nos.**
88. Corman, T.H. & others / Introduction to Algorithms / PHI: **15 Nos.**
89. Lipschutz, Seymour / Data structures / TMH: **20 Nos.**
90. Rajaraman, V. / Programming in C / PHI: **20 Nos.**
91. Langsam, Y. & others / Data structures using C and C++ / PHI: **20 Nos.**
92. Das, Sumitava / UNIX: concept & applications / TMH: **10 Nos.**
93. Chhappadhyay, D / Electronics fundamentals & application / New Age: **20 Nos.**
94. Gupta, J B / Analog electronics / S K Kataria: **20 Nos.**
95. Boylestad, Robert / Electronic devices & circuit theory / PHI: **20 Nos.**
96. Rao, K N Raja / Fundamentals of satellite communication / PHI: **10 Nos.**
97. Kar,
98. Banerjee / Solid state electronics devices / PHI: **20 Nos.**
99. Kumar, Virendra / Digital Subal / Microwave Engineering / University Press: **20 Nos.**
100. Rameshbabu, P / Digital signal processing / Scitech: **10 Nos.**
101. Mano, Moris / Digital design / PHI: **10 Nos.**
102. Kang & Leblebici / CMOS Digital integrated circuits / TMH: **10 Nos.**
103. Streetman & Electronics / New Age: **15 Nos.**
104. Narayan, L. R. A. / Remote sensing & its applications / University Press: **20 Nos.**
105. Lathi, B. P. / Modern digital & analog comm. Systems / Oxford Univ. Press: **10 Nos.**
106. Raju, G. S. N. / Antennas & wave propagation / Pearson Education: **10 Nos.**
107. Maheswari & Anand / Analog Electronics / PHI: **10 Nos.**
108. Rajkamal / Embedded systems / TMH : **20 Nos.**
109. Mazidi / 8051 microcontroller & embedded systems / Pearson Education: **20 Nos.**
110. Wolf, W. / FPGA based system design / Pearson Education: **20 Nos.**
111. Biswanathan, T. / Telecommunication switching system & network / PHI: **10 Nos.**
112. Kharate, G. K. / Digital Electronics (Indian Edition) / OUP: **05 Nos.**
113. Bakshi & Bakshi / Antenna & Wave Propagation / Technical Publication: **30 Nos.**
114. Salivahanan / Digital Signal Processing / TMH: **20 Nos.**
115. Alam & Alam / Understanding MATLAB / IK international... : **20 Nos.**
116. Kalavathy, S / Operation research / Vikas Publishing: **10 Nos.**
117. Godbole & Kahate / Web Technologies / TMH: **20 Nos.**
118. Parekh, Ranjan / Principles of multimedia / TMH: **30 Nos.**
119. Gonzalez & Woods / Digital Image processing / Pearson Education: **20 Nos.**
120. Kohavi, Zvi & others / Switching and finite automata theory / Cambridge Univ. Press: **30 Nos.**
121. Roy & Chakraborty / Introduction to Soft Computing / Pearson Education: **20 Nos.**
122. Whitley, David / E-commerce / TMH: **20 Nos.**
123. Das, Sumitava / UNIX / TMH: **15 Nos.**
124. Pujari, Arun K / Data Mining / University Press: **20 Nos.**
125. Xiang & Plastock / Computer graphics / TMH: **30 Nos.**
126. Kahate, Atul / Cryptography & Network Security / TMH: **20 Nos.**
127. Rich, E. & Others / Artificial Intelligence / TMH: **20 Nos.**
128. Patterson, Dan W. / Introduction to artificial intelligence and expert systems, PHI: **20 Nos.**
129. Poole, Charles P. & Owens, Frank J. / Introduction to Nanotechnology / John Wiley: **20 Nos.**
130. Basta, Alfred & others / Cyber security & cyber laws / Cengage learning: **20 Nos.**
131. Prabhu, C. S. R. / Data Warehousing / PHI: **20 Nos.**

Annexure-I
Government of West Bengal on line e-payment by the bidder

1. Logon by bidder:

- a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/ Autonomous Body/Local Body/ PRIs, etc shall login to the e-Procurement portal of the Government of West Bengal (<https://wbtenders.gov.in>) using his login ID and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payments modes:
 - i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
 - ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

1. Payment procedure:

- a) Payment by Net-banking (any listed bank) through ICICI Bank Payment Gateway:
 - i) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
 - ii) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
 - iii) Bidder will receive a confirmation message regarding success/failure of the transaction.
 - iv) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government /PSU/Autonomous Body/local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R .N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
 - v) If the transaction is failure, the bidder will again try for payment by going back to the first step.
- b) Payment through RTGS/NEFT:
 - i) On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre- filled challan having the details to process RTGS/NEFT transaction.
 - ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.
 - iii) Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
 - iv) If verification is successful, the fund will get credited to the respective Pooling account of the State Government /PSU/ Autonomous Body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
 - v) Hereafter, the bidder will go to e-Procurement portal for submission of his/her bid.
 - vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

2. Refund/Settlement Process:

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- ii) On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date 0 which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- iii) Once the financial bid evaluation is electronically processed in the e-Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv) If the L1 bidder accepts the LOI and the same is processed electronically in the e- Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e- Procurement portal by the tender inviting authority.
- v) As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal–
 - a) EMD of the L1 bidder for tender of State Government offices will automatically get transferred from the pooling account to the State Government deposit head 1/8443-0 -103-001- 07" through GRIPS along with the bank particulars of the L1 bidder.
 - b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRIs, etc will automatically get transferred from the pooling account to their respective inked bank accounts along with the bank particulars of the L1 bidder. In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.
- vi) The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E- Procurement portal for updation.
- vii) Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc. tenders.
- viii) All refunds will be made mandatorily to the bank A/c from which the payment of EMD & Tender Fees (if any) were initiated.

ANNEXURE-II

GENERAL CHECK LIST FOR NEW PURCHASE(enclosed with this_ submitted tender)

Tender Notice No:

Sl.No.	Description of Criteria	Compliance :(Yes/No)	Page No./ Section/ Sub Section No.
1.	All pages numbered.		
2.	All pages are legible		
3.	Valid Registration Certificate (for MSME Units, S.S.I. Units, Co-operative Societies) if applicable.		
4.	Valid Trade License/ Certification of Incorporation <i>with clear description of nature of business.</i>		
5.	PAN Card.		
6.	GST Registration No. (GSTIN): Latest Professional Tax Payment Certificate (PTPC) / PT deposit challan for current financial year.		
7.	Whether copy of Latest Professional Tax Payment Certificate (PTPC) or, PT deposit challan for current financial year.		
8.	Whether Proof of EMD Deposit (if applicable)		
9.	Credentials are enclosed. Credentials are to be in the form of Purchase order, Payment Certificate and Performance Certificate from buyer.		
10.	NSIC/MSME/SSI units and Co-operative Societies are exempted from deposition of EMD on production of satisfactory documents in support of their claim. In case of NSIC/MSME/SSI, photo copy of valid Certificate (Current) should be submitted/uploaded in "Fee Cover" in lieu of EMD.		
11.	Relevant Government Order for exemption in respect of above mentioned requirements, where ever applicable.		
12.	Supplementary information if any may be submitted under separate cover before the last date of submission of the tender.		
13.	Bid validity mentioned		
14.	Delivery Period mentioned.		
15.	Agreed to purchaser's Mode of payment.		
16.	Whether FOR, JGEC delivery		
17.	Whether Format of Quotation is as per the format given above, Cover letter (Annexure-III) is attached		

NB: Due to Incomplete Checklist and discrepancies between check list and submitted document, the bid may be declared cancelled without further proceedings.

Signature of Bidder with Stamp and date:

ANNEXURE –III

LETTER OF SUBMISSION OF TENDER

To
The Principal /O.I.C.
Jalpaiguri Govt. Engg. College
Jalpaiguri - 735102

Subject: Tender for Books UNDER State Grant:2019-20
Tender Notice No. _ dated: 06.07.2019

Dear Sir,
Subject to the conditions given in the tender documents for the above-mentioned tender, I/We hereby participate in the tender process as bidder. I/We hereby certify that I/We have examined and am/are fully familiar with all the provisions of the tender document and I/We are agreed to abide by all these terms and conditions laid therein.

The following certificates/ documents are furnished:-

- (i)
- (ii)
- (iii)
- .
- .
- .
- .
- .

I/We do hereby declare that the entries made in the tender and ANNEXURES attached therein are true.

Yours faithfully,

Signature of Bidder

Name: _____

Mobile/Tel No.: _____

Address : _____

Signature Not Verified

Digitally signed by

Location: West Bengal