



WEST BENGAL STATE COUNCIL OF TECHNICAL & VOCATIONAL EDUCATION AND SKILL DEVELOPMENT

Technical Education Division

(A Statutory Body under Government of West Bengal Act XXVI of 2013)

Department of Technical Education, Training & Skill Development, Government of West Bengal
Karigari Bhavan, 3rd & 4th Floor, Plot No. B/7, Action Area-III, Newtown, Rajarhat, Kolkata-700 160

Memo no. WBSCTVESD/TED/2017-2018/0042

Dated : 04.07.2017

e-Notice Inviting Auction

E Auctions are invited for “Evaluated answer scripts, question booklet & waste papers “ by the Chief Administrative Officer, West Bengal State Council of Technical & Vocational Education and Skill Development from bonafide firms/ Contractors for disposal of old evaluated answer scripts, Question Booklet/ instruction booklet, OMR Sheet & Waste papers accumulated in the office of West Bengal State Council of Technical and Vocational Education Skill Development at above mentioned address. The answer-scripts are confidential in nature and are not to be sold in the open market for the purpose of making any container or carton.

Eligibility Criteria:

Only such bidders who are registered solo proprietor/partnership firm or company and meet the following conditions, can participate in the tender

- 1) The bidder must be a registered sole proprietor/partnership firm or company. Self attested documentary proof or registration of sole proprietorship/partnership firm/Mill/Company must be attached.
- 2) The bidders must have minimum annual turnover of Rs.5 Lakhs for consecutive last three (3) financial year including F(y) 2016-17 and should submit copy of Sale Tax return/balance sheet for last three consecutive financial year duly attested by CA, as documentary proof.
- 3) The bidders should have valid PAN Card & Trade license in the Name of Company and proof copy must be submitted.

Job Description:

- 1) The selected Firm/ Contractor shall have to arrange transport and labour at its own cost to take delivery of the materials inclusive weighing in the standard scales (preferably in weighbridge) in the presence of the concerned supervisors of this office.
- 2) The papers should be lifted from the office of the West Bengal State Council of Technical & Vocational Education and Skill Development at the aforesaid address immediately after acceptance of the rates.
- 3) Front pages of the answer scripts are to be torn off & should be supplied at the paper mill and a certificate to that effect duly authenticated by the paper mill must be submitted within 15 (fifteen) days from the date of collection of the papers.

Terms & Condition:

1. Tender should be submitted only after ascertaining the nature and quality of waste papers, and consolidated rate per quintal should be quoted along with an estimated amount of paper qualities.

2. Tender must accompany copies of current trade license, Service tax registration certificate, Income tax clearance certificate whichever applicable.
3. **Earnest Money** : Earnest money of Rs. 5, 000/- (Rupees five thousand) only should be deposited in the form of demand draft in favouring 'West Bengal State Council of Technical & Vocational Education & Skill Development ' payable at Kolkata. Earnest money will be refunded to the bidder whose quotation will not be accepted, in due course.
4. **Security Deposit** : Before taking delivery of the papers is taken by the selected Firm/ Contractor, Successful bidder submit a security deposit of Rs. 10,000/- favouring of "West Bengal State Council of Technical & Vocational Education and Skill Development " payable at Kolkata through RTGS/NEFT for proper observance the terms and conditions.
5. The material have to be lifted within 7 days from the date of issuance of the work order.

Procedure to be followed for execution of the whole Job:

- a) **Undertaking** : An undertaking in non judicial stamp paper of Rs. 10/- or more is to be submitted to the office declaring there on that top confidentiality would be maintained before and after execution of the entire job (lifting of waste paper and its final disposal to the paper mill) by selected vendor.
- b) **Transport**: Transport has to be arranged by the selected auctioneer and material will have to be collected from office premises of the Council.
- c) **Weighing**: The selected vendor will be responsible to keep the truck ready at the point of Weight Bridge, as intimated earlier for weighting of empty trucks in presence of the representatives of the Council. Identical procedure will have to be followed during weighing of the loaded trucks on the same day. The necessary charges for weighting must be borne by the party.
- d) **Loading of Material**: The selected vendor will be responsible to arrange for sufficient numbers of labours on the day of lifting & weighing so that the process is completed within 5 PM of that day. It is also pertinent to mention that the selected party will have to execute the entire work within the stipulated time schedule given by the Council as per work order with the prior intimation regarding the date of execution of work.

Submission of Bids:

The type of the auction is forward with the Starting price Rs 13000 per Ton & incremental Value Rs.100 per Ton .

This e Auction will consist of two parts

- i) Technical Proposal
- ii) Live e Auction :
 - a) Live e auction will be held as per scheduled critical date & time ; automatically extendable by system by 10 minutes for each lot on each occasion if there is any bid within 5 minutes of the closing time.
 - b) bidders must have to bid for all lots, separate bidding for each lot is not accepted in any manner whatever.
 - c) If the highest bid in e auction of a particular lot is less than reserve price, the e auction for that particular whole lot shall be summarily cancelled.

The waste material for sale on "As is where is basis ", will be available for inspection on the day of pre bid. Please refer to the Finance G.O. No. 3836-F(Y)/FA/O/2M/71/14(Pt-ii) dt. 19.06.2017 for Provision regarding Dynamic e Auction (Enclosed).

First Round of e-Auction:-

- i) In this round the bidder shall be required to submit (1) 'Technical Bid' (2) 'Initial Price offer'.(in Single Lot or Multilot Auction Price) Only those bidders who are found to be eligible in terms of "Prescribed Eligibility Condition" and whose "Initial Price Offer" Quoted in Single or Multi lot Auction Price is equal to or more than "Reserve Price" ie. Starting Price as fixed by the Council will be eligible for 2nd round auction. The incremental Value should be as fixed by this Council.
- ii) Eligible bidders will be not less than three in 1st round e-Auction. Highest "Initial Price Offer" among the technically eligible bidders will be treated as "Floor Price" for 2nd round e-Auction.
- iii) Top five technically qualified bidders (if number of bidders is more than five) according to initial financial bid shall be considered to be qualified for participating in the 2nd round e-Auction and intimation shall be restricted to the qualified bidders.

Second Round of e-Auction:-

- i) In 2nd round, the qualified bidders may submit their "Final Price Offers" which must be greater than the "Floor Price". The "Final price offer" may be revised till the conclusion of the e-Auction.
- ii) The e-Auction process shall be annulled if none of the qualified bidders submit a "Final Price Offer" on the online electronic platform. The qualified bidder who submits the highest "Final Price Offer" shall be declared as the "Preferred Bidder" immediately on the conclusion of the e-Auction.
- ii) In case the H1 bidder does not turn up, the 2nd highest bid may be accepted if the bid is not less than Reserve Price, after taking necessary action against the H1 bidder after observing all rules, procedures and terms of bid document.

Critical Dates:-

Sl No.	Activity	Date	Time
1	Publish Date NIA (Online)	05.07.2017	11.00 P.M.
2	Inspection of Items	06.07.2017	12.00 Noon
3	Pre-Bid Meeting	06.07.2017	2.30 P.M.
4	Submission Start Date	07.07.2017	10.00 P.M
5	Submission End Date	14.07.2017	3.00 P.M.
6	Approval Start Date	17.07.2017	12.00 P.M.
7	Approval End Date	19.07.2017	5.00 P.M.
8	Auction Start Date	20.07.2017	11.00 P.M.
9	Auction End Date	20.07.2017	2.30 P.M.

Sd/-

Chief Administrative Officer,
WBSCT&VE&SD

APPLICATION

NOTICE INVITING TENDER FOR SELECTION OF AGENCY FOR WASTE PAPER PROCUREMENT

NIQ No _____

1. Name and address of Firm/Agency/
Company and Telephone/Cell phone
Numbers _____

2. Registration No with ROC with Date _____

3. Name, Designation, Address
and Telephone No. Of
Authorized Signatory _____

4. Please specify as to whether
tenderer is sole proprietor/
Partnership firm/Private or
Limited company _____

5. Name, Address, Telephone No
Email ID of Directors/partners _____

6. Name & Address of the Banker _____

8. Any other information:

9. Check List : i) Self attested documentary proof or registration of sole proprietorship/partnership firm/Company : Yes/No
ii) Balance Sheet of last three consecutive years: Yes/No
iii) Valid PAN Card & Trade license in the Name of Company: Yes/No
iv) EMD Deposit of Rs. 5,000/- in favour of WBSCT&VE&SD Payable at Kolkata : Yes/No

10. Declaration by the Bidder:

This is to certify that I/We before signing this tender have read and fully understood all the terms and condition contained herein and undertake myself/ourselves to abide by them.

(Signature of the Bidder)

Name and Address

(with Seal)