



WEST BENGAL MEDICAL SERVICES CORPORATION LTD.
(Wholly owned by the Government of West Bengal)
Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata-700 091.

BIDDING DOCUMENTS

for

Purchase of 1(one) ambulance

**Bid Reference No.: WBMSCL/NIT-644 /2024
/11/2024**

Dated –06

**(2nd call of the bid reference no.- WBMSCL/NIT- 610 /2024, Dated –
07/10/2024)**

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Notice Inviting e-Tender No.(NIT)

West Bengal Medical Services Corporation Limited.

The Managing Director West Bengal Medical Services Corporation Ltd. invites e-tender for the work detailed in the table below. (Submission of Bid through online)

Detail of Scheme(s)/ Work(s) :

Name of work	Earnest Money (Rs.)	Time of Completion	Price of (Rs.)
PURCHASE OF 1 Number of AMBULANCE	42000	60 days	NIL

- 1) In the event of e-filing, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate.
- 2) Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>
- 3) Tender documents may be downloaded from

website and submission of Technical Bid and Financial Bid will be done as per Time Schedule stated.

4) 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'. 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.

5) Eligibility criteria for participation in the tender.

i. Intending tenders should produce credentials of a similar nature of completed work of the minimum value of 40% of the estimated amount put to tender during 5 (five) years prior to the date of issue of the tender notice; or,

ii. Intending tenders should produce credentials of 2 (two) similar nature of completed work each of the minimum value of 30% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice; or,

Other terms and conditions of the credentials:

- a) Payment certificate will not be created as credential;
- b) Credential certificate issued by the Executive Engineer or equivalent or competent authority of State/central Government, State/ Central Government Undertaking, Statutory/ Autonomous bodies constituted under central/state statute, on the executed value of completed/ running work will be taken as credentials.

- iii. Income Tax Returns for the last three Assessment years, PAN card, GST Registration Certificate are to be accompanied with Technical Bid Documents.
- iv. 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 5 (five) 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.
- v. 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.
- vi. A prospective bidder shall be allowed to participate in a particular 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 applications will be rejected for that job, without assigning any reason thereof.
- vii. A declaration in non judicial stamp paper of Rs.

10/-(as per format given in the proforma-I should be submitted stating that the application is not debarred/delisted/black listed by Govt./Undertaking (Govt.)/Municipality/Autonomous/Statutory bodies (constituted vide an act of central or state government) during last five years. Any participant not fulfilling this criterion will not be considered for bidding.

- 6) No mobilization advance and secured advance will be allowed.
- 7) There shall be no provision of Arbitration.
- 8) Bid shall remain valid for a period not less than 120 (one hundred eighty) 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.
- 9) **Date and Time Schedule:**

Sl. No	Particulars	Date & Time
1	Publication of Bidding Documents	07 /11/2024
2	Pre-bid meeting	12 /11 /2024 at 15:00 hrs
3	Last date & time for seeking clarification through email	14/11/2024 upto 17:00 hrs

4	Bid submission start date (online)	15/11 /2024 at 10:00 hrs
5	Bid submission closing (online)	22 /11 2024 upto 14:00hrs
6	Last date & time for submission of physical copy of the uploaded Technical Bid (offline)	25/11/2024 upto 14:00hrs
7	Date & time of opening of Technical Bids	25/11/2024 after 15:00hrs
8	Technical Bid evaluation	After opening of Technical bids On 25 /11 /2024
9	Uploading list of responsive / non-responsive Bidders	To be notified later
10	Financial Bid opening	To be notified later
11	Issue of Notification of Award	To be notified later

10) The Prospective Bidder shall have to execute the work in such a manner so that appropriate service level of the work is maintained during progress of work and a period of 1 (one) year from the date of successful completion of the work to the entire satisfaction of the Authority. If any defect / damage is found during the period as mentioned above, the contractor shall make the same good at his own cost to the specification at par with instant project work. On failure to do so, penal action against the contractor will be imposed by the Department as

deem fit. The contractor may quote his rate considering the above aspect.

- 11) Earnest Money: The amount of Earnest Money Rs. 42,000/- (Rupees forty two thousand only)
- 12) WBMSCL reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
- 13) Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in before tendering the bids.
- 14) Conditional / Incomplete tender will not be accepted under any circumstances.
- 15) The intending tenderers are required to quote the rate online.
- 16) 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.

- 17) The Managing Director, WBMSCL, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.
- 18) 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.
- 19) Before issuance of the 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.
- 20) 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:

- 1) Financial capacity
- 2) 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 above and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized. 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 prejudice.

- 21) Escalation of Price on any ground and consequent cost over run shall not be entertained under any circumstance. Rates should be quoted accordingly.

- 22) No price preference and other concession will be allowed.

- 23) AMENDMENT OF TENDER DOCUMENT: Before

the dead line for submission of the tenders, the tender documents may be modified by WBMSCL by issue of addenda/ corrigenda. Any addendum/ corrigendum issued shall be part of the tender documents and shall not be communicated otherwise. Addendum/ corrigendum will be available only on the <https://wbtenders.gov.in>. The prospective tenders are required to download the same from the website. To give prospective tenders reasonable time in which to take the addenda/ corrigenda into account in preparing there tenders, extension of dead line for submission of tenders may be given as considered necessary by the WBMSCL.

INSTRUCTIONS TO BIDDERS

General guidance for e-Tendering:

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

i. Registration of 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 <https://wbtenders.gov.in>, the contractor is to click on the link for e-Tendering site as given on the web portal.

ii. Digital Signature certificate (DSC):

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated above. DSC is given as a USB e-Token. After the receipt of the digital signature, if the vendor feels for any assistance they can contact WBMSCL for

assistance.

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 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 after virus scanning and 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 two covers (folders).

(a). Statutory Cover Containing the following documents:

1. Prequalification documents.

a. Prequalification Application

b. Earnest Money to be paid in the form of Net Banking or RTGS/ NEFT from the e- Procurement portal of the Government of West Bengal <https://wbtenders.gov>.

Download properly and upload the same Digitally Signed

- 2) Tender Form
- 3) N.I.T.

The rate will be quoted in the B.O.Q. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in Tender Form, the tenderer is liable to be summarily rejected.

Non-statutory Cover Containing the following documents:

- i. Valid Professional Tax (PT) certificates for the latest financial year, Pan Card, IT Return for the last 03 Assessment years, GST Registration Certificate.
- ii. Registration Certificate under Company Act. (if any).
- iii. Registered Deed of partnership Firm / Article of Association & Memorandum.
- iv. Power of Attorney (For Partnership Firm / Private Limited Company, if any).

Or any other documents the bidder feel to submit as

credential.

N.B.: Failure of submission of any of the above mentioned documents will render the tenderer liable to be rejected for both statutory & non statutory cover

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

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

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

S	Category	Sub-	Deta
A	Certificate(s)	Certificate(s)	1. GST Registration Certificate 2. PAN CARD. 3. Valid P. Tax certificate. 4. IT Return for last three Assessment years

B	Company Detail(s)	Company Detail	<p>1. Proprietorship Firm (Trade License)</p> <p>2. Partnership Firm (Partnership Deed, Trade License) or Pvt. Ltd.</p> <p>Company (Incorporation Certificate, Trade License)</p> <p>3. Valid Trade License</p>
C	Credential	Credential	<p>1. Credential documents and certificate as per NIT clause no. 5.</p>
D	Declaration	Affidavit	<p>1. A declaration as mention in Proforma I on Page No. 13</p>

Hard copy of Statutory & non-Statutory documents must be submitted in the chamber of Logistics Manager, WBMSCL.

1. Tender Evaluation Committee (TEC):

1. Evaluation Committee constituted as per Order of the West Bengal Medical Services Corporation Ltd., will function as Evaluation Committee for selection of technically qualified bidders.
2. Opening & evaluation of tender: Mention In Table .
3. Opening of Technical Proposal:
Technical proposals will be opened by the General Manager, WBMSCL and his authorized representative electronically from the website using their Digital Signature Certificate (DSC).
4. Intending tenderers may remain present if they so desire.
5. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
6. Decrypted (transformed into readable formats) documents of the non-statutory cover will be downloaded & handed over to the Tender Evaluation Committee.
7. Summary list of technically qualified tenderers

will be uploaded online.

8. 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.

9. 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.

2. Financial Proposal

1. The financial proposal should contain the following documents in one cover (folder) i.e. Bill of Quantities (BOQ).

The contractor is to quote the rate (Presenting Above / Below / At par) online through computer in the space marked for quoting rate in the BOQ.

2. 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.

3. 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 IT Act.

a. **Rejection of Bid:**

Employer 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 Employer's action.

b. **Award of Contract:**

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

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

The Agreement in as per WBMSCL standard form will incorporate all agreements between the Tender Accepting 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,. along with requisite cost through Net Banking or RTGS/ NEFT issued from any nationalised bank in favour of the “West Bengal Medical Services Corporation Ltd.”of the concerned work within time limit to be set in the letter of acceptance.

4. Registration and Insurance:

Permanent registration along with 1 year comprehensive insurance at the time of delivery.

Payment of EMD and Tender Document Cost

The EMD will be paid online through Net Banking
or

RTGS/NEFT

T

- a) The bidder desirous to take part in the tender need to log in to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using its log in id and password.
- b) The bidder will select the tender to bid and initiate the payment of EMD and Tender Fees for that tender by selecting from either of the following payment modes:
 - i. Net Banking in case of payment through ICICI bank payment gateway
 - ii. RTGS/NEFT in case of offline payment through bank account in any bank.

Payment Method

a) Payment by Net Banking(any listed bank) through ICICI Bank Payment Gateway

- On selection of Net Banking as payment mode , the bidder will be directed to ICICI Bank Payment Gateway webpage where he will select the bank through which he wants to do the transaction.
- Bidder will make the payment after entering his unique ID and password of the bank to process the transaction.
- Bidder will receive a conformation message regarding success/failure of the transaction.
- If the transaction fails , the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/ NEFT

- On selection of RTGS/ NEFT as payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/

NEFT transaction.

- The bidder will print the challan and use the challan and use the pre-filled information to make the RTGS/ NEFT payment using his Bank Account.
- Once the payment is made , the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the RTGS/ NEFT process to complete in order to verify the payment made and continue the bidding process.
- If the payment is successful the bidder will go the e-Procurement portal for submission of the bid response documents.
- If the payment verification is unsuccessful , the amount will be returned to the bidders account.

c) Refund / Settlement Process

- Once the evaluation of the tender is done the EMD amount of the unsuccessful bidder will be returned through an automated process to the respective bank accounts from which they have made the payment transaction.
- After financial evaluation, the EMD of the bidders other than L1 bidder will be refunded through the process mentioned above.

After the AOC issued to the L1 bidder is accepted the EMD amount of the L2 bidder will be refunded through the process mentioned above.

PRE-QUALIFICATION APPLICATIONS

To
The Managing Director,
West Bengal Medical Services
Corporation Ltd.
Kolkata – 700091.

Ref : Tender for.....
(Name of work).....
.....
e-N.I.T. No.: (Sl. No.)

Dear Madam,

Having examined the Statutory, Non-statutory & N.I.T. documents, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of.....
in the capacity.....
duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- 1) Tender Inviting & Accepting Authority can amend the scope & value of the contract bid under this project.
- 2) Tender Inviting & Accepting Authority

reserve the right to reject any application without assigning any reason.

Enclosure(s): e-Filing:-

- 1) Statutory Documents.
- 2) Non Statutory Documents.

Date:.....

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

PROFORMA — I

DECLARATION BY THE TENDERER

(Affidavit on non judicial stamp paper duty attested by Notary)

This is to certify that we, M/S. _____
in submission of this offer confirming that:

- ☐ We are not debarred/ delisted/ black listed by any Govt./ Govt. undertaking/ Statutory bodies established by an act of central or State Government/ Municipal bodies at the time or submission of the bid.
- ☐ We have not made any misleading or false representation in form, statements and attachments in proof or the qualification requirements:
- ☐ We have submitted all the supporting documents and furnished the relevant details as per NIT.
- ☐ The information and documents submitted with the tender the us are correct and we are fully responsible for the correctness or the information and documents submitted by us.
- ☐ We understand that in case any statement/ information/ documents furnished by us is found/ information/ documents furnished by us is found to be incorrect or false, our EMD in full will be forfeited and business dealings with us banned.

PURCHASE OF 1 NOS. AMBULANCE

TECHNICAL SPECIFICATION OF AMBULANCE :-

- | | |
|------------------------|---|
| 1. ENGINE: | MINIMUM 1 CYLINDER 800-950 CC (DIESEL), BS VI |
| 2. MAXIMUM POWER: | 25-40 kW@ 3500-4000 rpm. |
| 3. MAXIMUM TORQUE: | 90-110 Nm@1600-3000 rpm. |
| 4. FUEL TANK CAPACITY: | 30-35 LITRES. |
| 5. WHEEL BASE: | 2000-2250 mm. |
| 6. OVERALL LENGTH: | 3790-4000 mm. |
| 7. OVERALL HEIGHT: | 1900-2000 mm. |
| 8. OVERALL WIDTH: | 1500-1600 mm. |
| 9. STEERING: | MECHANICAL OR POWER. |
| 10. GROUND CLEARANCE: | 150-200 mm. |
| 11. BRAKES: | FRONT DISC, REAR DRUM. |
| 12. GEARS: | 5 FORWARD , 1 REVERSE. |
| 13. GVW: | 1800-2500 KG |
| 14. REGISTRATION: | PERMANENT
REGISTRATION AND ALONG INSURANCE
AND ROAD TAX FOR ONE YEAR. |