

BISWA BANGLA MARKETING CORPORATION LIMITED

**Karigari Bhawan, Room No 009, Ground Floor, Plot No B/7, Action Area – III, New Town,
Rajarhat, Kolkata -700160 Phone – (033) 2324 7230/31/32,
Email – info@biswabangla.in; CIN – U52100WB2014SGC204751**

BBMC/ADMIN/2024-2025/HFW/014

Date: 27 March 2025

TENDER NOTICE

N.I.T. No. BBMC/KIT-DHFW/2024-25/QC/NIT17(e)

TENDER ID: 2025_BBACL_802304_1

**SELECTION OF THIRD PARTY ORGANIZATION FOR PHYSICAL INSPECTION OF KIT BAGS TO
ASCERTAIN THEIR CONFORMITY AS PER SPECIFICATIONS AS MENTIONED IN SCHEDULE OF
REQUIREMENT**

Tender Information

Biswa Bangla Marketing Corporation Limited (BBMC) invites e-tender in two parts (Technical Bid & Financial Bid) from experienced and bonafide Testing Agencies/ Govt. Organisation/ Semi-Govt. Organization/ Govt. Undertaking having valid NABL accreditation for “Selection of Third Party Organization for Physical Inspection of Kit Bags to ascertain their conformity as per Specifications as mentioned in Schedule of Requirement”.

Participating firms should go through the terms and conditions and eligibility criteria carefully before submission of their bids. Any query/clarification etc. regarding the terms, conditions, eligibility etc. other than financial information will be provided from this office in the Pre-Bid meeting. The venue and date of Pre-Bid meeting is shown in the table of date & time schedule.

Participating firms/organizations should quote their competitive price only in the BOQ of the e-tender and in no other place within the tender as it will invite disqualification. The rate quoted should be inclusive of GST and all other extra or additional charges (nothing extra or additional, shall be payable). Any request for change of rate after submission/ finalization of tender or within the validity period of tender shall not be considered under any circumstances. The offered rate shall be valid for a period of 12 months.

1. In the event of e-filing, intending bidder may download the tender document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate through e-Filing. Physical documents can also be submitted as indicated subsequently.
2. The e-tender is in two parts i.e. Technical bid and Financial bid, both will be submitted concurrently duly signed digitally in the website <https://wbtenders.gov.in> as per tender time schedule mentioned in the tender documents. The documents submitted by the bidder should be properly indexed and digitally signed.
3. Both Technical document and Financial bid are to be submitted in Technical (Statutory & Non Statutory folders) and Financial folder concurrently and digitally signed on the website <https://wbtenders.gov.in>
4. The technical bid and financial bid will have to be submitted as mentioned below:
 - A. Documents to be submitted for Technical Bid:

The bidders are instructed to submit following documents as self attested photocopies for the technical bid failing which bid application shall be held liable for cancellation.

- i. Self Attested copy of currently valid NABL accreditation for the work for which bidders wish to participate;
- ii. Self Attested copy of currently valid BIS License for the work for which bidders wish to participate;
- iii. Copy of Certificate of Incorporation and Memorandum and Articles of Association in case of Private/Public Ltd. Company or copy of partnership deed in case of Partnership firm or copy of Certificate of Incorporation and partnership deed in case of LLP or copy of proof of Proprietorship Firm.
- iv. Audited Balance Sheet for the last 3 (three) financial years (2023-24, 2022-23 and 2021-22).
- v. Self Attested copy I.T. return/acknowledgement for last 3 (three) financial years (2023-24, 2022-23 and 2021-22 along with self attested copy of valid PAN Card of the Agency/organization.
- vi. Copy of GST Registration Certificate.
- vii. Copy of GST Return for last 3 (three) financial years (2023-24, 2022-23 and 2021-22).
- viii. Certificate from Competent Authority specifying the credential for physical inspection (in quantity and value) of Kit bags done in the last 3 financial years (2023-24, 2022-23 & 2021-22).
- ix. Notarised declaration in the form of an affidavit on non-judicial stamp paper to the effect that the bidder has not been black-listed or enlisted in the defaulters list.
- x. Declaration mentioning the time period required for physical inspection of Kit bags as per defined specifications and physical inspection procedure as mentioned in this Schedule of Requirements.
- xi. Declaration mentioning that the bidder shall collect the sample from the places as specified by BBMC and deliver the inspection report along with each inspected bag duly signed and stamped to BBMC, Head Office.
- xii. Undertaking that the rate shall remain valid for a period of 12 months or any extension thereof made by authority.

B. Financial Bid:

Single rate (inclusive of GST and all other extra or additional charges) for one inspection report to be issued against 1 nos. of Kit bags should be quoted in BOQ.

5. Important information date and time schedule:

Sl. No.	Particulars	Last date
1.	Publication of e-NIT (Bidding Documents)	27.03.2025 at 10 AM
2.	Pre-Bid Meeting	02.04.2025 at 3 PM
4.	Start date and time of uploading Bids	27.03.2025 at 10 AM
5.	Last date and time of uploading Bids	4.04.2025 at 10 AM
6.	Date and time of opening of Technical Bids	4.04.2025 at 11 AM
7.	Technical Bid Evaluation start time	4.04.2025 at 11 AM
9.	Financial Bid Opening	To be notified later
10.	Award of Contract	To be notified later
11.	Deposit of Performance Security and Signing of Agreement	To be notified later
12	Link for Pre-Bid Meeting	meet.google.com/gei-tfrr-tgh

Note: The tender authority reserves the right to change the above schedule in case of any exigency after putting up a notice in <https://wbttenders.gov.in>

6. Terms and Conditions:

I. Pre-qualification Criteria:

- i. The intending bidder should have currently valid NABL accreditation for the work for which they wish to participate.
- ii. The intending bidder have currently valid BIS empanelment for the work for which they wish to participate
- iii. The intending bidder should have experience for physical inspection of Kit bags for assignment of 1,00,000 Kit Bags per year in any one of the last three years (2023-24, 2022-23 & 2021-22). The Completion Certificate certified by the Competent Authority shall have to be submitted online.
- iv. The intending bidder should have valid GST Registration and valid PAN.
- v. The intending bidder shall have to collect samples for inspection from the locations to be specified by BBMC as and when intimated, even on Saturday, Sunday and on Holidays if required.
- vi. The intending firm/organization should have proper infrastructure to collect samples for physical inspection from the locations to be specified BBMC.
- vii. The final inspection report with conclusive summary as to the conformity of the materials with respect to defined specification of each inspected samples duly signed and stamped should reach the office of the Managing Director, Biswa Bangla Marketing Corporation Limited within 3 days after inspection of samples.

- viii. The bidder should submit declaration mentioning the time period of physical inspection for Kit Bag as per Schedule of Requirement and physical inspection procedure as mentioned in this Notice Inviting e-Tender. BBMC reserves the right to inspect the infrastructure of the bidder before selection.
 - ix. BBMC also reserves the right to empanel one or more organizations and award work order for whole or part of its requirement. BBMC reserves its rights to seek clarification before accepting any offer/tender. BBMC reserves its right to make offers to other bidders for accepting the L-1 rate and empanel them.
 - x. The bidder should submit all requisite documents in Technical Folder.
- II. Cancellation of Tender/Contract:
- i. The Tender Authority reserves every right to accept or cancel any part or all tender without assigning any reason thereof and go for fresh tender.
 - ii. The authority reserves the right to inspect the infrastructure of the bidder before selection. If the inspection report is not satisfactory, the tender of the agency may be cancelled.
 - iii. If it is found that the selected agency has submitted any forged document or gave wrong information at any stage his tender/contract will be cancelled with immediate effect.
 - iv. If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, collusive practices or restrictive practice.
 - v. If it is found that any record submitted by any Bidder is incorrect, manufactured or fabricated, false and/or untrue.
 - vi. Delayed submission of inspection reports, damage of material during transition, improper inspection report.
- III. Materials to be checked or inspected: The details of the materials required to be put to inspection along with specification is given in Schedule of Requirement (SOR).
- IV. Kit Bag samples shall be checked physically by the "Checking Team" of the Inspection Agency to ascertain that the quality conforms to the physical specification, dimension and absence of defects like deformation, holes, torn etc.
- V. Rate: Minimum rate for one inspection report against 1 nos. of Kit bags (inclusive of GST and all other extra or additional charges) has to be quoted in the BOQ as mentioned in clause 4 (B) on Page 2 of this NIT. The rate quoted will be valid for 12 months or any other extension thereof made by the authority after the last date for bid submission as specified in this e-NIT.

- VI. Security Deposit: Successful bidders shall have to submit a Security Deposit of Rs. 50,000/- (Rupees fifty thousand only) in the form of Bank Guarantee and execute an agreement regulating to the Terms & Conditions in the prescribed format within 3 (three) days from the date of receipt of offer letter.
- VII. Penal Clause: Inspection reports shall have to be submitted within 3 days after physical inspection of samples. Delayed submission of inspection reports, damage of material during transition, improper inspection report or engaging in corrupt/fraudulent/coercive/collusive/restrictive practices shall attract penal action against the bidder. In such case the authority reserves the right to cancel the work order fully or partly and/or invoke Bank Guarantee in lieu of Security Deposit or as decided by the authority as deemed fit.
- VIII. Execution of Agreement and Payment of Bill:
- i. After finalization of tender and submission of Security Deposit, the selected bidder will be issued work order;
 - ii. Terms of Payment: Payment will be made on back-to-back basis.
 - iii. Submission of Bills: Tax Invoice in triplicate to be submitted clearly mentioning the tender no. with date and work order no. with date
 - iv. Applicable GST if any should be clearly indicated in each copy of bill;
 - v. Authority reserves all right to accept or cancel any part or whole bill after proper verification of the same.
 - vi. The authority reserves all right to cancel whole or any part of the tender at any moment, even after making contract, without assigning any reason.

Annexure-I

Tender form (all fields are mandatory and to be filled by the bidder)

Name of the organization/firm/bidder:

Sl. No.	Description	Information	Remarks	Documents to be uploaded in technical bid
1	Address	Registered office		Self declaration in letter head
		Head office		
2	Contact details	Name of the authorised person		
		Mobile number		
		E-mail address		
3	NABL accreditation details	Certificate number		Self attested certificate copy
		Issue date		
		Valid up to		
4	BIS License	License number		Self attested license copy
		Issue date		
		Valid up to		
5	Legal entity of the organization	Registration number with date of Certificate of Incorporation and Memorandum and Articles of Association in case of Private/Public Ltd. Company or Partnership deed in case of Partnership firm or Certificate of Incorporation and partnership deed in case of LLP or copy of proof of Proprietorship Firm.		Self attested copy of applicable document
6	Income Tax return / acknowledgement	Financial year 2023-24 (Yes/No)		Self attested copy
		Financial year 2022-23 (Yes/No)		
		Financial year 2021-22 (Yes/No)		
7	Audited Balance Sheet	Financial year 2023-24 (Yes/No)		Self attested copy
		Financial year 2022-23 (Yes/No)		
		Financial year 2021-22 (Yes/No)		

8	PAN	Copy		Self attested copy
9	GST	Return for financial year 2023-24 (Yes/No)		Self attested copy
		Return for financial year 2022-23 (Yes/No)		
		Return for financial year 2021-22 (Yes/No)		
10	Credential for physical inspection of Kit Bags in last 3 financial years (in value)	2023-24		Copy of Completion Certificate from Competent Authority
		2022-23		
		2021-22		
11	Non blacklisted declaration	(Yes/No)		Notarised declaration in form of affidavit on non judicial stamp paper of appropriate value.
13	Declaration mentioning the time period for physical inspection as per defined specifications and physical inspection procedure as mentioned in this Schedule of Requirements	(Yes/No)		Self declaration in letter head
14	Undertaking that the rate shall remain valid for a period of 12 months or any extension thereof made by authority.	(Yes/No)		Self declaration in letter head

I, Sri/Smt.on behalf of..... (Name of firm / organization) do hereby declare that I have carefully gone through the tender document and the above information are true to the best of knowledge. In case of determination of any false or wrong information my tender shall be liable to be cancelled.

(Signature of Bidder with Seal)

SCHEDULE OF REQUIREMENTS (SOR)

1. **REQUIREMENTS**

SL. NO.	NAME OF THE ITEM	CONTENT OF THE ITEM	UNIT	SPECIFICATION
1.	Grooming/ hygiene bag	Jute Bag	1	Good quality Jute Material, cotton Straps, Family Planning Logo, NHM logo, Biswa bangl logo to be placed in the front side of bag. Height: 38 cm, depth 12 cm. Volume 12 litre, 2 inside compartments, 1 inside patch pocket. Number of external pockets: 2, Number of inside compartments with zipper: 2, Number of external pockets with zipper: 2.

2. SPECIFICATIONS

SL. NO.	PROPERTY		UNIT	SPECIFICATION
1	COLOUR			
1.1	COLOUR OF THE BAG			NATURAL
1.2	COLOUR OF THE FRONT POCKET			NATURAL
1.3	COLOUR OF THE BACK POCKET			NATURAL
1.4	COLOUR OF THE INNER POCKET			NATURAL
1.5	COLOUR OF THE BEADING			NATURAL
1.6	COLOUR OF THE ZIP			NATURAL
1.7	COLOUR OF RUNNER			STEEL
1.8	COLOUR OF THE HANDLE			OFF WHITE
2	PRINT			
2.1	FRONT			3 LOGO (JORI JIMEDAR JO PLAN KARE PARIVAR, BISWABANGLA, NATIONAL HEALTH MISSION)
2.2	BACK			NO
2.3	NO. OF COLOUR			11
	DIMENSION			
3	MAIN COMPARTMENT			
3.1	HEIGHT		CM	38
3.2	WIDTH		CM	36
3.3	GUSSET		CM	11

SL. NO.	PROPERTY	UNIT	SPECIFICATION
4	FRONT POCKET WITH ZIP		
4.1	NO OF POCKET		1
4.2	HEIGHT	CM	30
4.3	WIDTH	CM	36
5	BACK POCKET WITH ZIP		
5.1	NO. OF POCKET		1
5.2	HEIGHT	CM	30
5.3	WIDTH	CM	36
6	INNER POCKET WITH ZIP		
6.1	NO. OF POCKET		2
6.2	HEIGHT	CM	23
6.3	WIDTH	CM	18
7	TOP PADDED HANDLE		
7.1	LENGTH (READY)	CM	32
7.2	WIDE (READY)	CM	1.5
7.3	HANDLE GAP	CM	10
8	MATERIAL SPECIFICATION		
8.1	OUTER LAYER		NATURAL PP LAMINATED JUCO
8.2	POCKET		68 GSM NON WOVEN JUTE COLOUR FABRIC
8.3	ZIP		POLYETHYLENE TEREPHTHALATE
8.4	PULLER		STEEL
8.5	HANDLE		COTTON ROPE COVERED WITH 1.5" NATURAL WEBBING
9	ZIP		
9.1	MAIN COMPARTMENT	CM	40
9.2	POCKET (BACK & FRONT)	CM	72
9.3	POCKET INNER (2 PCS)	CM	42
9.4	ZIP NO		5
10	PULLER		
10.1	PULLER COLOUR		STEEL
10.2	PULLER NO		5
10.3	PULLER QTY		10
11	THREAD		COTTON & POLYESTER MIX
12	NO. OF STITCHES		7 STITCHES PER 1 INCH

GROOMING HYGIENE BAG

(JUTE BAG)

MEASUREMENT



1. BAG HEIGHT - 38CM, WIDTH - 36CM, DEPTH - 12CM
2. GOVERNMENT OFFICIAL LOGO HEIGHT - 12CM, WIDTH - 9CM
3. N.H.M LOGO HEIGHT - 7CM, WIDTH - 9CM
4. FAMILY PLANNING LOGO HEIGHT - 8CM, WIDTH - 8CM
5. OUTSIDE PIPEING WIDTH - 1.5CM
6. BAG HANDLE HEIGHT - 10CM

(ONE MAIN COMPARTMENT)
(TWO INSIDE PATCH POCKET WITH ZIPPER. TWO EXTERNAL COMPARTMENT WITH ZIPPER)