



BENGAL CHEMICALS & PHARMACEUTICALS LTD.

(A GOVT. OF INDIA ENTERPRISE)

Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013

PHONE 033 22371525/26

Website: www.bengalchemicals.co.in

E-Tender under single stage two part system (Part I: Techno-Commercial Bid and Part II: Price Bid) is invited from Authorized contractor/service provider for "Engagement of Licensed Architect for preparing Drawing & Site plan and obtaining Fire Safety Recommendation Certificate" for various departments Starting with immediate basis within 30 days at our 164, **Maniktala Works (Kolkata-700054)**.

Bidders will have to participate in bidding process through website <https://bcpl.ewizard.in>
SCHEDULE OF TENDER (SOT)

Tender No & Date	BCPL/2024-25/ET/32, Dated: 16.09.2024
Mode of Tender	E - Procurement System (Online - Commercial Bid through) https://bcpl.ewizard.in of ITI Ltd. The intending bidders are required to submit their offer Electronically through e-tendering portal. No physical tender is acceptable.
Date & Time of NIT Available to parties to download	16 th September, 2024 from 14:00 Hrs.
Last date and Time to participate	01 st October, 2024 till 14:00 Hrs.
Evaluation Start time and date	01 st October, 2024 @ 14:30 Hrs.
Transaction Fees	Min Rs 500/- to Max Rs. 3,500/- +Applicable GST
Earnest Money Deposit (EMD)	Rs 50000/- in favor of "Bengal Chemicals & Pharmaceuticals Limited", Payable at Kolkata vide NEFT/RTGS to A/c No 0084250200198 IFS Code:PUNB0008420 Bank: Punjab National Bank Branch: Calcutta (Kolkata), West Bengal:700001
Last Date & Time for Submission Transaction fees	01 st October, 2024 till 14:00 Hrs

List of Annexure:

Important Instructions for e-tender: -
General Terms and Conditions: -
Scope of Work:-
Notice Inviting Tender & Others: -
BoQ :-

Annexure – A.
Annexure – B.
Annexure – C.
Annexure – D.
Annexure - E.



Annexure-A

Important Instructions for E-Tender

Bidders are requested to read the terms and conditions of this tender before submitting your online tender. Process of E-Tender:

A) Registration: The process involves vendor's registration with ITI e-procurement portal which is **free of cost**. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical (if) Bid as well as Commercial Bid will be done over the internet. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet. ITI is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

SPECIAL NOTE: THE TECHNICAL BID (if) AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT [https:// bcpl.ewizard.in](https://bcpl.ewizard.in)

1). Vendor is required to register them online with <https://bcpl.ewizard.in> → e- Procurement of BCPL. Register as Vendor -- Filling up details and creating own user ID and Password → Submit.

2. After successful registration send request mail with acknowledgement slip to ewizardhelpdesk01@gmail.com for account activation.

3). Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form. In case of any clarification, please contact ITI Ltd, (before the scheduled time of the e-tender). Contact person (BCPL): Dealing Officer: Dy. Manager – Purchase Phone no. 033 – 2237 1525 / 26. E-mail:- purchase_co@bengalchemicals.co.in

Contact person (ITI Ltd): Mr. Jitesh Kumar - eprochelpdesk50@gmail.com (contact no: 9355030604).

Vendors should upload the below mentioned supporting documents (based on their type of Organization) during registration process:

1. PAN Card (for Individuals, Indian and Foreign Bidders)/ TAN Card (for Foreign Bidders).
2. Certificate of Incorporation (for Indian organizations)/ Memorandum of Articles – MOA (for Foreign Organizations)/ Passport (for Individuals and Foreign Bidders)
3. GST (for Indian Organizations) / TAN Certificate (for Foreign Organizations).
4. An Address proof is also to be submitted in case of Individuals.
5. If the firm is registering in joint venture, they also need to upload deed agreement.

NOTE 1: 1) Uploaded copy of all these supporting documents must be self-attested by authorized signatory. Attested signature shall also be verified by Tender Wizard Helpdesk for further authentication process.

2) Tenderer digital signature on the E- Tender form will be considered as their confirmation that they have read and accepted all the conditions laid down in the tender documents, unless specific deviation is quoted in the techno- commercial offer form (if).



**BENGAL CHEMICALS & PHARMACEUTICALS LTD.
(A GOVT. OF INDIA ENTERPRISE)**

Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013

PHONE 033 22371525/26

Website: www.bengalchemicals.co.in

3) E- Tender form is not transferrable and the same is to be submitted with digital signature/ signed & scanned copy by the pre- authorized personnel of the bidder. Tender is to be submitted through e-tender-mode only at website <https://bcpl.ewizard.in> along with scanned copies of credential papers.

4) For what so ever reasons, if any part of BCPL tender document is not uploaded/ submitted by the bidder, other than financial and technical offers(if) and requisite Pre-Qualifying credentials, in that case the missing part of the tender document shall be treated as read and acceptable to bidder.

5) Tenders completed as per instructions will be submitted through e-tendering mode only in the website <https://bcpl.ewizard.in> as per the prescribed date and time mentioned in the tender notice and tender will be opened on the prescribed date and time in the presence of tenderers or their authorized representative who may wish to be present. Only one representative of each tenderer, who has submitted the tender, will be allowed.

NOTE 2: Bidding in e-tender:

a) Vendor(s) need to submit necessary EMD (if) and transaction fees to be eligible to bid online in the e-tender. Tender fees (if) and Transaction fees are non-refundable. No interest will be paid on EMD (if). EMD (if) of the unsuccessful vendor(s) will be refunded by the tender inviting authority.

b) The process involves Electronic Bidding for submission of Technical (if) and Commercial Bid.

c) The vendor(s) who have submitted transaction fee can only submit their Technical Bid (if) and Commercial Bid through internet in ITI website <https://bcpl.ewizard.in>.

d) The vendor should allow running JAVA application. This exercise has to be done immediately after opening of Bid floor. Then they have to fill up Common terms/Commercial specification and save the same.

g) In all cases, vendor should use their own ID and Password along with Digital Signature at the time of submission of their bid.

h) During the entire e-tender process, the vendors will remain completely anonymous to one another and also to everybody else.

i) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.

j) All electronic bids submitted during the e-tender process shall be legally binding on the vendor. Any bid will be considered as the valid bid offered by that vendor and acceptance of the same by the Buyer will form a binding contract between Buyer and the Vendor for execution of supply.

k) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.

l) Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.

m) No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any vendor confirms his acceptance of terms & conditions for the tender.

Any order resulting from this tender shall be governed by the terms and conditions mentioned



BENGAL CHEMICALS & PHARMACEUTICALS LTD.
(A GOVT. OF INDIA ENTERPRISE)
Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013
PHONE 033 22371525/26
Website: www.bengalchemicals.co.in

therein.

No deviation to the technical (if) and commercial terms & conditions are allowed.

The tender inviting authority has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.

Annexure-B

General Terms & Conditions

1. Mere participation in e-tender will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
2. Price Bids (Part-II) of only those eligible bidders who's Part-I Bids are complete and in order shall be opened on time and date to be intimated later separately.
3. Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) are exempted from depositing Cost of Tender Document (if) and Earnest Money (if) having valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate.
4. Micro & Small Enterprises (MSEs) registered with NSIC under Single Point Registration Scheme (SPRS) are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small & Medium Enterprises (MSME) vide Gazette Notification, dated 26.03.2012.
5. If eligible for the supply, the benefits as per prevailing norms will be extended to MSEs registered with NSIC as per New Public procurement Policy as notified by the Government of India, Ministry of Micro, small & medium enterprises (MSME) in The Gazette of India vide No. 503, dated 26.03.2012. It is not obligatory on the part of the Trustees to accept of Lowest Tender. They reserve the right to accept a Tender in full or in part and/or reject a Tender without assigning any reason thereof.
6. If Micro & Small Enterprises (MSEs) registered with NSIC intends to participate in the tender, for the items they are not registered with NSIC, then they will have to deposit cost of Tender Document (if), full amount of Earnest Money (if) as per NIT. Otherwise their offer for those items will not be considered.
7. Copy of valid NSIC Certificate for MSEs along with DIC's (DISTRICT INDUSTRIES CENTRE) Certificate has to be submitted along with the bid.
8. Due date of submission of tender may be extended as per BCPL's discretion by releasing corrigendum in website of BCPL and ITI LTD.
9. EMD is: As per E-Tender.
10. E-Tenderers submitted without requisite Earnest Money (if) are liable to be rejected excepting in case of Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) for items for which the tender is invited.
11. SCOPE OF WORK: As per E-Tender Document
12. The Terms and Conditions of E-Tender shall be read in conjunction with the General



**BENGAL CHEMICALS & PHARMACEUTICALS LTD.
(A GOVT. OF INDIA ENTERPRISE)**

**Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013
PHONE 033 22371525/26**

Website: www.bengalchemicals.co.in

Conditions of Contract, Specifications, Bill of Quantities and other Documents forming part of this Contract wherever the Contractso requires.

13 VALIDITY: Starting Immediate Basis within 30 days from the date of P.O.

14 EARNEST MONEY AND SECURITY DEPOSIT: As per tender Document.

15 The bidder shall quote his price as per the Bill of Quantities in the Price bid (Part-II), The Bidder shall state clearly his quoted rates both in figures & words.

16 Price(s) to be quoted should remain firm over the contract period.

17 EVALUATION CRITERIA: As per relevant clause of Tender Document and L-1 will be evaluated on Landed cost where ST/ GST is considered as refundable component.

18 PAYMENTS:30 days Credit on & after Completion of Job on actual basis certified by concern Dept. (No work No pay basis).

19 Arbitration any disputes arising out of and in relation to this agreement will be settled to arbitrator appointed DF/MD of BCPL. The arbitration would be conducted and governed by and under the provisions of Arbitration Act 1996. Any legal dispute will be subject to jurisdiction of Kolkata Courts and no other Court shall have the Jurisdiction.

20 JURISDICTION OF COURT: The contract shall be governed by all relevant Indian Acts applicable within the jurisdiction of Kolkata.

**Annexure-C
SCOPE OF WORK**

The work details:-

Item Name	Job Site	Quantity
<p><u>1.Preparing Lay-Out diagram,Drawing,Scetchmap,Site Plan</u> The work includes 31Buildings, Trees, Internal Roads, Drainage, Parking Area & 10 m Interval of contours, includes Cepha Block, Beta Block, Central Store, New Ointment, Old Ointment,R&D DEPT,QA/QC,Administrative Block,Cantheridine Block,Aguru Block, Electrical Sub station,Society,ETP Plant, Horse Section, Old tablet & capsule areas etc.</p> <p><u>2.Key Location Plan(1:4000)</u></p> <ul style="list-style-type: none"> • Site Plan(1:600) • Section Plan(1:100) • Elevation Plan(1:600) • Floor Plan(1:100) • Basement Plan(1:100) • Master Plan with ground floor showing floor wise statement in sq.mtr(1:100)/ (1:200) • Roof Plan(1:100) • F.A.R calculation showing Details of Area • F.A.R calculation showing Calculation of Parking Area • Sanction Plan for Existing Building • Other Supporting Documents • Completion Certificate for Existing Building • Applicants Proof of Identity • Proof of Power Of Attorney • Pan etc. 	<p>164,Maniktala Main Road. Kolkata -700054</p>	<p>1 Lot</p>



BENGAL CHEMICALS & PHARMACEUTICALS LTD.
(A GOVT. OF INDIA ENTERPRISE)
Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013
PHONE 033 22371525/26
Website: www.bengalchemicals.co.in

The said job can be conducted every day except Sunday and Factory Holidays).		
3. <u>Liasoning with Fire Safety Department for obtaining Certificate</u> <ul style="list-style-type: none">To prepare necessary detailed plan mentioning above details of 31 Buildings, Trees, Internal Roads, Drainage, Parking Area etc as described by Fire & Emergency Service Govt of West Bengal.Make necessary arrangement to approve 31 nos building drawing including drainage, trees, and roads etc as prescribed by Fire & Emergency Service Govt of West Bengal.To apply, Upload documents & doing all necessary procedure for obtaining for Fire Recommendation Certificate online through applicant portal.Any Statutory fees will be paid by BCPL during application process.	164, Maniktala Main Road. Kolkata -700054	1 Lot

Note: The whole job is to be done in single Lot basis. So price should be quoted as a lot basis & L1 will be evaluated on one Lot basis job.

Annexure-D

Other terms and conditions:

- Awarded bidders to perform the scheduled Job within contract duration mention from the date of placing order. No price escalation will be entertained during the stand period.
- In-case the awarded bidder fails to supply BCPL will have full write for alternate resourcing. If the alternate resourcing price becomes high, BCPL will recover the price difference from the awarded defaulter vendor either from their outstanding or EMD (if).
- The transaction fees is non refundable.
- BCPL reserves the right to split up the quantity in the ration (60:40) and place the order to one or more than a supplier, if requires when L-2 matches the L-1 landed cost. However it's purely BCPL's decision.
- In-case of tax changes within the contract period due to upcoming GST implementation, the received basic prices will be considered along with the applicable taxes and evaluation will be carried out accordingly.
- Only technically qualified in terms of Transaction fees, Technical Specification (if) etc will only be considered for price bid evaluation.
- The Price Bid of new vendors and those under vendor development program will be considered for price bid evaluation only after successful evaluation of all technical parameters..
- L-1 will be evaluated on Landed cost where GST is refundable hence has no impact



**BENGAL CHEMICALS & PHARMACEUTICALS LTD.
(A GOVT. OF INDIA ENTERPRISE)**

Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013

PHONE 033 22371525/26

Website: www.bengalchemicals.co.in

on landed cost.

9. Contract Duration: Immediate basis within 30 days from the date of PO .
10. Failure to complete the stipulated jobs for any of the above reasons will also entail forfeiture of Security Deposit/EMD (if) and even blacklisting of the supplier.
11. EMD will be on kept hold with BCPL during the entire contract periods as security deposit after completion of tender process.
12. All decisions of BCPL will be final and binding.
13. In case, the supplier fails to start/deliver/provide the job within 30 days BCPL will have full right to purchase from the alternative sources & the price difference will be recovered from the contract awarded defaulter vendor's outstanding/EMD (if).
14. Offered rate should be valid 30 days from the date of opening price bid to place order.
15. Bidders have to visit the job site/Premises before submission of Bids.
16. Bidders should have relevant experience (Three Years) in the specified job /field & also should be Licensed Architect & to submit Registration/Certification Copy accordingly in technical document..
17. Payment Terms-30 days Credit on & after Completion of Job on actual basis certified by concern Dept. (No work No pay basis)..
18. No Accommodation will be provided to the Awarded Bidder. Bidder should have to manage it themselves.

Eligibility Criteria for qualifying the TECHNICAL BID.

Eligibility Criteria (All these documents are required to upload):

- **Service provider should have experience (Three Years) of similar job(s).**
- **Service provider Authorized License/Registration copy to be uploaded.**
- **Must have valid registration certificate for Sales tax, Income Tax, Pan, Provident Fund, ESI, GST and Trade License; in case of exemption of any, declaration to be submitted.**
- **Failing to fulfill the eligibility criteria will lead to rejection and their price will not be considered for evaluation.**

(All the above Documentary Evidence needs to be uploaded during bidding, all documents to be signed and stamped by authorized person)

CLARIFICATIONS

For any clarifications please contact. Manager (Engineering), Mr Nayan Mukherjee

Job Address: Bengal Chemicals & Pharmaceuticals Ltd., 164, Maniktala Main Road, Kolkata- 700054, West Bengal.

WORKING PERIOD

Normally the above work will be carried out between 9 A.M. to 5.30 P.M. working day only. In case of any deviation from this shall have to take prior permission from the Engineering-Charge.

NUMBER OF WORKFORCE: For the above mentioned job, Awarded Vendor should have to provide all the required manpower. BCPL will not entertain own manpower in this matter..



Annexure-E

Format for Price Quotation

Bill of Quantity (BOQ):

SL No.	Description of Items	Duration	Quantity	Quoted Basic price in Rs. (As a Lot)	Total for the Job in Rs
1.	<p><u>1.Preparing Lay-Out diagram,Drawing,Scetchmap,Site Plan</u></p> <p>The work includes 31Buildings, Trees, Internal Roads, Drainage, Parking Area & 10 m Interval of contours includes Cepha Block, Beta Block, Central Store, New Ointment, Old Ointment,R&D DEPT,QA/QC,Administrative Block,Cantheridine Block,Aguru Block, Electrical Sub staion,Society,ETP Plant, Horse Section, Old tablet & capsule areas etc.</p> <p><u>2.Key Location Plan(1:4000)</u></p> <ul style="list-style-type: none">• Site Plan(1:600)• Section Plan(1:100)• Elevation Plan(1:600)• Floor Plan(1:100)• Basement Plan(1:100)• Master Plan with ground floor showing floor wise statement in sq.mtr(1:100)/(1:200)• Roof Plan(1:100)• F.A.R calculation showing Details of Area• F.A.R calculation showing Calculation of Parking Area• Sanction Plan for Existing Building• Other Supporting Documents• Completion Certificate for Existing Building• Applicants Proof of Identity• Proof of Power Of Attorney• Pan etc. <p>The said job can be conducted every day except Sunday and Factory Holidays).</p>	Immediate	1 Lot		



BENGAL CHEMICALS & PHARMACEUTICALS LTD.

(A GOVT. OF INDIA ENTERPRISE)

Centralized Purchase Dept.: 6, Ganesh Chunder Avenue, Kolkata 700 013

PHONE 033 22371525/26

Website: www.bengalchemicals.co.in

2.	<p><u>Liasoning with Fire Safety Department for obtaining Certificate</u></p> <ul style="list-style-type: none">To prepare necessary detailed plan mentioning above details of 31 Buildings, Trees, Internal Roads, Drainage, Parking Area etc as described by Fire & Emergency Service Govt of West Bengal.Make necessary arrangement to approve 31 nos building drawing including drainage, trees, and roads etc as prescribed by Fire & Emergency Service Govt of West Bengal.To apply, Upload documents & doing all necessary procedure for obtaining for Fire Recommendation Certificate online through applicant portal. <p>Any Statutory fees will be paid by BCPL during application process.</p>	Immediate	1 Lot		
*Total Basic Price in Rs.					

GST As Applicable in this Case:-

****Bidders are requested to sign & stamp in all pages of bid document and upload in the E-tender.**

- Bidders are first requested to visit our site and then participate in our tender. Contact Officer: Manager (Engineering).
- No price escalation will be entertained once the tender bid has been submitted.

Manager (Purchase)

BCPL, 6, Ganesh
Chunder Avenue,
Kolkata – 700
0013.