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 manufacturers/authorized agent or dealer to supply of ***425 ml Pheneol(Printed & Non-Gummed) labels*** **Doorstep Delivery basis** to our BCPL Panihati Factory **(Kolkata-700114**) as per **Call up basis** up to **30th April 2027**.

Bidders will have to participate in bidding process through website https://bcpl.ewizard.in

SCHEDULE OF TENDER (SOT)

Tender No & Date	BCPL/2026-27/ET/52, Dated: 05.10.2026
Mode of Tender	E - Procurement System (Online Part I - Techno-Commercial Bid and Part II - Price Bid through **https://bcpl.ewizard.in** BCPL 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	05th October,2026 from 14:00 Hrs.
Last date and Time to participate	22nd October, 2026 till 14:00 Hrs.
Evaluation Start time and date	22nd October, 2026 @ 14:30 Hrs.
Transaction Fees	Min. Rs 500/- to Max. Rs. 3,500/- +Applicable GST
Earnest Money Deposit (or Performance Security Deposit)	**Rs. 7200/-** 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	22nd October, 2026 till 14:00 Hrs.

List of Annexure:

Important Instructions for E-Tender -	Annexure – A.
General Terms and Conditions -	Annexure – B.
Item Detail & Quantity	Annexure – C.
Notice Inviting Tender & Others -	Annexure – D.
Products Specification: -	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 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 AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT https://bcpl.ewizard.in

1) Vendors are required to register themselves 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 ewizardhelpdesk.101@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: Manager – Purchase Phone no.033–2237-1525/26.E-mail:kayalsudipto114@gmail.com/ sudipto.kayal@bengalchemicals.co.in
Contact-person of (ITI-limited):
Mr. Jitesh Kumar: **eprochelpdesk.50@gmail.com**;**(Contact No**.9355030604**)**
Mr. Shivender: **eprochelpdesk.48@gmail.com**;**(Contact No.**9355030613**).**

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.

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 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) / Performance Security Deposit as applicable 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 and Commercial Bid.

c) The vendor(s) who have submitted transaction fee can only submit their Technical Bid 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.

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

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

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

h) 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.

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

j) 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.

k) 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 therein.

No deviation to the technical 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 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 or Performance Security Deposit is applicable as per NIT. This will be converted into security deposit fund, will be refunded to the party after successful completion of the contract (if awarded). For unsuccessful bidder(s) the EMD will be refunded after finalization of the tender. Valid MSE will get benefits for EMD submission as per MSME guidelines but no exemptions on Performance Security Deposit, (if awarded/selected).

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 or SUPPLY: As per E-Tender Document.

12) The Terms and Conditions of E-Tender shall be read in conjunction with the General Conditions of Contract, Specifications, Bill of Quantities and other Documents forming part of this Contract wherever the Contract so requires.

13) Price Validity: 30 days for placing order from the date of opening the price bid.

14) EARNEST MONEY/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 as applicable.

16) EVALUATION CRITERIA: As per relevant clause of Tender Document and L-1 will be evaluated on total cost per no.

17) PAYMENTS: 30 Days Credit after receipt and acceptance of goods. However, MSEs payments will be as per MSME guidelines.

18) Arbitration any disputes arising out of and in relation to this agreement will be settled to arbitrator appointed MD/DF 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.

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

Annexure-C

Details of items, specification, quantity and delivery location

Sl. No	Item/s name	Specification	Quantity	UOM	Delivery Location
1	425 ml Pheneol Labels (Printed & Non-gummed)	BCPL In-house Standard (as per Annexure E)	30 Lakhs	No	BCPL, B. T Road, P.O.Panihati Kolkata-700114

- **The prices quoted shall be inclusive of all.**
  Note: All price quoted should be Doorstep Delivery Basis (inclusive packing & forwarding charges etc.) to BCPL B.T. Road, Panihati, Kolkata-114 basis. The rate quoted should be as per U.O. M only as mentioned & remain firm for the entire period of validity i.e.30.04.2027

Annexure-D

Other terms and conditions:

1. Awarded bidders to supply for the contract duration mention from the date of placing order. No price escalation will be entertained during the stand period.
2. 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) or Security Deposit.
3. The transaction fees are nonrefundable.
4. 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.
5. 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.
6. Only technically qualified in terms of Transaction fees, Technical or product Specification etc. will only be considered for price bid evaluation.
7. The Price Bid of new vendors and those under vendor development program will be considered for price bid evaluation only after submission of sample and its successful QC report as applicable.

8. All the participated item(s) product report /sample to be uploaded/submitted for technical check during technical evaluation. Product reports are irrelevant to Mfg. and Exp. Date.
9. L-1 will be evaluated on Landed cost where GST is refundable hence has no impact on landed cost.
10. Delivery Schedule: Within maximum of 15 days from the date of written call-up or intimation at respective works (Factory).
11. All orders released based on this tender will be applicable for Late Delivery Penalty of 0.5% per week maximum up to 10% on undelivered quantity value or part thereof, when party fails to supply within the stipulated agreed time (i.e.15days).
12. Failure to supply the material for any of the above reasons will also entail forfeiture of Security Deposit (if) and even blacklisting of the supplier.
13. In case of rejection the material should be taken back and replaced at supplier's risk and cost within 7 days of intimation from BCPL. The material found defective during online usage shall also be replaced at yours risk and cost within 7 days of intimation from BCPL.
14. BCPL reserves the right of repeat ordering up to 50% of the ordering quantity.
15. All decisions of BCPL will be final and binding.
16. In case, the supplier fails to deliver within 15 days BCPL will have full right to purchase from the alternative sources vide risk purchase & the price difference will be recovered from the contract awarded defaulter vendor's outstanding/EMD (if)/Performance Security.
17. Offered rate should be valid 30 days from the date of opening price bid to place order.
18. Packing: The Labels to be supplied in airtight conditions in proper container/boxes with proper stacking (of equal portions)

Minimum Eligibility Criteria for qualifying in the Technical Bid.

1. The Vendor should comply BCPL required Parameters/Specification/Brand and should be able to issue/submit product certificate/sample or its Principal for each batch /lot/item. In case of any new parameter which is not in required specification; BCPL's technical team comment will be treated final in this regard.
2. The minimum annual turnover of the bidder (Agent/Dealer) should be minimum Rs.0.25cr.However MSEs will get the exemption as per MSME guidelines for turnover criteria; Manufacturer will get exemption upon submission of valid documents, vendors are required to submit copies of P&L and audited balance sheet relating to last two years in support of their claim.
3. The vendor should be a manufacturer/authorized agent or dealer, In the case of authorized agent or dealer, the following documents may be enclosed.
   - Letter from the manufacturer authorizing them to participate in the tender may attach.
   - Letter from the manufacturer stating that the product being offered is as per the specification given in tender.
4. **Annexure -E**
5. **Product Specification**

Bengal Chemicals & Pharmaceuticals Limited.
(A Govt. of India Enterprise)
4, B.T.Road, P.O. – Panihati,Kolkata – 700114.

SPECIFICATION FOR PHENEOL LABELS

1. Size:

Serial No.	Item name	Length(or Height) ×Width
1.	200 ml Pheneol label	80mm×115 mm
2.	425 ml Pheneol label	91mm×122 mm
3.	1 Ltr. Pheneol label	97mm×85 mm
4.	20 Ltr.pheneol Label	150mm×175 mm
5.	5 Ltr. Pheneol Label	159mm(Longest Height)×115 mm(Longest breadth)

2. Royal Chromo Art paper should be used for200 ml & 425 ml Pheneol label .These are not sticker label.
2. GSM of 200 ml & 425 ml Pheneol label should be 80 to 85 gram/Sq.m
3. GSM of all sticker labels should be Minimum 90.
3.1 ltr, 5ltr, & 20 ltr Pheneol label are sticker Label.
4. All Sticker label should be properly UV or VARNISH coated.
5. For 200 ml & 425 ml Pheneol label coating not required.
6. Adhesive strength of sticker labels should be proper.
7. Full window Gumming is required for sticker label.
8. Good quality printing ink should be used.
9. In all sticker labels the adhesive portion should be open easily as the labels could be pasted on the jars easily.
10. Printing matter and style should be as per our approved art work. Art work will be provided to the approved vendor.
11. Logo/identity of the Manufacturer should be imprinted on the label.
12.Label cutting should be done by fully computerized automatic paper Gullotine machine.

PREPARED BY:	QC OFFICER	04/04/26
CHECKED BY:	QA MANAGER	04/04/26
APPROVED BY:	SENIOR MANAGER(WORKS)	4/4/26

Sr.Manager (Purchase)
Bengal Chemicals & Pharmaceuticals Ltd.
6, Ganesh Chunder Avenue, Kolkata – 700 013