

Government of West Bengal  
Office of the District Magistrate Alipurduar  
(ICDS Section)

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Memo No: 125 /DPO/ICDS (Apd)

Date: May 10<sup>th</sup>, 2022

**Tender Notice**

Sealed Tenders in prescribed form are hereby invited from *bona fide* Indian citizens / firms / SHGs / Co-operatives having necessary credentials for undertaking works related to a) **Carrying** and b) **Storing** within the geographical periphery of APD-U ICDS Project as per given terms and conditions for a period of 1 (one) year from the date of grant of approval by DLTC ICDS Alipurduar. Both terms shall include unless otherwise repugnant to the context of this document, carrying and/or storing of food-stuff (Rice, Musur Dal, Mustard Oil, Iodized Salt, Soya-chunks, Morning Snacks etc. or as may be specified in Governmental order from time to time) for Take Home Ration and / or Supplementary Nutrition Program. Form will be available from the Office of the District Program Officer (ICDS) upon production of necessary documents as detailed below. Tender will have to be submitted in 2 (two) separate envelops. The 1<sup>st</sup> envelop shall contain all documents / certificates etc. while the 2<sup>nd</sup> envelop shall contain the Earnest Money and the rate form. On the 1<sup>st</sup> day (after the scheduled closure of Tender dropping) only the 1<sup>st</sup> envelop shall be opened in front of Tenderers present. Documents will be verified from sources and the date of opening of the 2<sup>nd</sup> envelop shall be intimated to the Tenderers on that day itself. ***Last date of dropping of Tender shall be the 7<sup>th</sup> day from the date of publication of Tender Advertisement in daily newspaper.***

- i. Up to date GST, IT, PT clearance certificates (except for SHG) and Trade License (self-attested)
- ii. Credential of Carrying / Storing food-stuff in any Govt Department for 3 years
- iii. Proof of banking transaction of at least Rs.50,000/- in the last 1 (one) year
- iv. Proof of ownership of vehicle / valid Agreement with owner (in case of hired vehicle)
- v. Proof of ownership of Premises / valid Agreement with owner (for storing)
- vi. Earnest Money (DCR/Bank-Draft) Rs.25,000/- each, in favor of District Magistrate Alipurduar
- vii. Exemption certificate from ARCS in case of Co-operative Societies.

**Terms and Conditions (Carrying)**


- Rate to be written as "Per quintal" (inclusive of loading/unloading/weighing/re-bagging charges) irrespective of the distance of A. W. Centers from Project Office and should be valid for one year or till next Tender which ever is earlier. Rate should be quoted both in figures as well as in words. Rate should be inclusive of all taxes.
- Security Money @ 5 % of price of goods in monthly work-order or Rs. 1,00,000/- (whichever is higher) in the form of DCR / Bank Draft in favor of District Magistrate Alipurduar will have to be deposited by successful bidder (contractor) before executing Deed of Agreement on Non-judicial stamp paper of Rs. 20/-
- Contractor shall during delivery carry weighing scale of at least 50 Kgs. He shall weigh the food-stuff in front of the Aww / Awh of an AW Center. While issuing Challan, signature of said Aww / Awh is mandatory. In all cases delivery Challans shall be submitted by the Contractor to the Office within 48 hours of delivery.

- Carrying shall be completed within 7 days from receipt of Work-order from Office. Delay will attract late fee of Rs. 200/- per day for a maximum of 5 days. In case of persistent delay (In more than one work-order) the Agreement shall be revoked and Security Money forfeited
- Contractor shall adhere to the delivery schedule issued from the Office in all cases. Change will be permissible in 10% of AWCs. He shall inform the Office in writing forthwith if for any reason an Aww / Awh refuses to accept a consignment. He shall obtain in writing the reasons (on a blank Challan) for such refusal.
- In case of any shortage / damage found at the time of lifting of the stock from Project Go-down, the Contractor shall mention it in the Register maintained by the Storing Agent and also on the reverse of the Delivery-order issued by the Office. Else it will have to be borne by her / him under all other circumstances.
- Payment of bill shall be strictly on the basis of the weight mentioned by the AWWs in the delivery Challans. Delivery shall be made in Sealed bags only. Cut and torn bags will have to be sealed/re-bagged by the Contractor before handing over the stock to the Aww / AWh.
- Rate shall be fixed in reference to a rational rate bracket arrived at by comparing the rates in force in different Government Departments which engage in similar nature of work. Rate-analysis will be needed for the bidder to justify a particular rate before the Tender Authority.
- All of the above shall be a part of the Deed of Agreement subsequently. There shall be no escalation clause integrated with the Agreement. Violation of any clause shall automatically render the Agreement void. The DLTC reserves all right as the arbitrator in case of settlement of dispute and it's opinion is binding in all case
- Bidders who had submitted "0.00" paise in any category (Carrying / Storing) rate in the Quotation Notice floated by ICDS Project Offices in 2021-22 are hereby debarred from participating in this Tender. They will not be issued Tender form the District ICDS Section
- No bidder should quote "0" paise or arbitrary rate for carrying out the said work. Otherwise he / she will be debarred from any future work of similar nature.

  
 District Program Officer (ICDS)  
 & Ex-officio Convenor (DLTC)

### Terms and conditions (Storing)

- Rate to be written as "Per month" (inclusive of unloading/weighing) Irrespective of the quantity stored by the Office and should be valid for one year or till next Tender which ever is earlier. Rate should be quoted both in figures as well as in words. Stock should be offloaded on First In First Out basis.
- Security Money @ 5 % of price of goods in monthly work-order or Rs. 1,00,000/- (whichever is higher) in the form of DCR / Bank Draft in favor of District Magistrate Alipurduar will have to be deposited by successful bidder (contractor) before executing Deed of Agreement on Non-judicial stamp paper of Rs. 20/-. No work order shall be issued without entering into the Agreement under any circumstances.
- Go-down shall be located within 2 (two) kms. of Project Head Quarter. Go down should be brick built at least up to lintel level with ventilation, electrification, fire-fighting and adequate dunnage facilities with a composite volume of 5000 cu. ft . There shall be a minimum storage capacity of 1000 qtls / 2000 bags.
- Premises shall have all weather approach road with adequate frontage. Certificate by Government Engineer regarding quality of building (not more than 6 months prior) shall be furnished. In case of damage of stock due to water-seepage, fungus infestation, rodent attack etc. Storing Agent shall replace it with fresh stock.
- Storing Agent shall maintain Register showing updated status of inflow and outflow of stock which will be produced before the Office once every month / on demand. Failure to do so will attract penalties @ Rs. 200/- per day. No stock from any other source shall be kept inside the earmarked Premises.
- Office reserves the right to store any stock (purchased with Government funds) other than food-stuff. At the time of unloading, Storing Agent shall keep a copy of the delivery order / storing order. He shall release stock only against order from the Office and against proper receipt from the person mentioned in the order
- Storing Agent shall inform the office immediately about the receiving of any stock from authorized sources. Failure shall constitute violation of Agreement. Under no circumstances shall he take back all / any portion of stock once it is released from the go-down.
- Bidders who had submitted "0.00" paisa in any category (Carrying / Storing) rate in the Quotation Notice floated by ICDS Project Offices in 2021-22 are hereby debarred from participating in this Tender. They will not be issued a Tender form the District ICDS Section.
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10.5.22  
District Program Officer (ICDS)  
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