



**CENTRAL WAREHOUSING CORPORATION
(A GOVT. OF INDIA UNDERTAKING)**



REGIONAL OFFICE:CMC BUILDING, PHASE-I,6th FLOOR, NEW MARKET
COMPLEX,15N,NELLIE SENGUPTA SARANI,KOLKATA-700 087.Phone-2252-7610/4170
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No.E-02/Manpower/2017 /

Date: 09.02.2017

E-TENDER NOTICE

The Regional Manager, Central Warehousing Corporation, Kolkata invites online e-tenders under two bid system from professionally competent and financially sound interested parties for appointment of regular contractor for supply of manpower at Regional Office and its Units in West Bengal as detailed below:

Scope of work	Sl.no.	Type of Personnel	Total
	1.	Data Entry Operators(DEOs)	11
	2.	QCA	-
	3.	Stenographer(English)	-
	4.	Computer Operator(English)	-
	5.	Computer Operator(Hindi)	-
	6.	Tally Clerks	06
	7.	Driver	01
	8.	Un-skilled Casual Workers for PCS works/and other works	
Note: The number of Manpower of different categories of personnel mentioned above is only tentative and subject to change during currency of the contract including the vacant sl.nos.(2 to 5).			
Tender Notice	Online Tenders (e-tendering) for above work. Tender documents will be available on website: www.tenderwizard.com/CWC . www.cewacor.nic.in and www.cppp.gov.in		
Tender type	Open		
Schedule of E-tendering	Document downloading date and time.	14.02.2017 - from 10 hrs. to 07.03.2017 upto 23.55 hrs.	
	Pre bid Meeting.	22.02.2017 - 15.00 hrs.at the above address.	
	Last date and time of online bid submission.	09.03.2017 upto 15.00 hrs.	
	Physical submission or through e-	09.03.2017 upto 15.00 hrs.	

	payment of EMD and tender cost.	
	Date and time of online technical bid opening.	10.03.2017 at 15.30 hrs.
	Date and time of online price bid opening.	Will be intimated later on
Bid validity period	90 days further extendable by 30 days one or two spell from the date of opening of technical bid.	
Period of contract.	Two years, extendable by six months at the discretion of the Corporation under the same rate, Terms and Conditions and statutory obligation on satisfactory performance.	
Cost of tender	Rs.1000.00(Rupees one thousand only) by way of DD in favour of Regional Manager,Central Warehousing Corporation,payable at Kolkata and same shall be submitted physically,by post or courier on or before 15.00 hrs of 09.03.2017 or through e-payment/NEFT/RTGS and proof to be submitted physically and also uploaded with the tender. The details of NEFT/RTGS are as under: <ol style="list-style-type: none"> 1. Name of A/c Holder,Regional Manager,Central Warehousing Corporation. 2. Name of Bank- United Bank of India. 3. Name of Branch-New Market Branch,Kolkata-700 013. 4. Account No.0107050007384 5. IFSC Code of Branch:UTBIONEM123 	
Tender processing fees	Rs.424/-inclusive of Service Tax of 15% (S.Tax 14%+S.B.Cess 0.5% + K.K.Cess 0.5%).Payment will be through e-payment/NEFT only and no Demand Draft will be accepted towards processing fee.	
EMD	Rs.36,890/-(Rupees thirty six thousand eight hundred and ninety) only by way of Demand Draft in favour of Regional Manager, Central Warehousing Corporation payable at Kolkata and same shall be submitted physically or by post or courier up to 15.00 hrs. on 09.03.2017 or through e-payment/NEFT/RTGS and proof to be submitted physically and also uploaded with the tender.The details of NEFT/RTGS are as under:- <ol style="list-style-type: none"> 1. Name of A/c Holder,Regional Manager,Central Warehousing Corporation. 2. Name of Bank- United Bank of India. 3. Name of Branch-New Market Branch,Kolkata-700 013. 4. Account No.0107050007384 5. IFSC Code of Branch:UTBIONEM123 	
Estimated annual value of contract.	Rs.36.89 lakhs	
Security Deposit	Security Deposit – Rs.1,84,450/-	

Details of scanned copies of documents required in TECHNICAL BID(original should be produced as and when called for):-

All the documents should be signed by the tenderer and self attested documents shall be verified with the original documents during evaluation of technical bid.

1. Certified copy of Partnership deed/article of Association/Memorandum of Association/Bye-laws etc. as applicable.
2. Certificate of Registration wherever applicable.
3. Authorization letter.
4. Certificate of experience for three years out of proceeding five years, copies of work orders, payment details required for last three financial years, payment details received from Clients for last three financial years.
5. Copy of PAN Card.
6. Employees Provident Fund Registration No.
7. ESI Registration No.
8. Service Tax Registration No.
9. Letter from the bank on credit/limits enjoyed.
10. Bank statement for the last 6 Months from Bankers.
11. Solvency certificate and statement of liquid assets etc.
12. Duly audited balance sheet of proceeding three financial year.
13. Duly audited P & L account of proceeding three financial years.
14. Average annual turn over.
15. Certified copies of Income Tax return for three financial year.
16. Certified copy of Service Tax registration.
17. Duly filled and scanned copy of Appendix-I and Appendix-II.
18. Declaration related to experience.
19. Valid Labour Licence issued by Labour Department/Commissioner.
20. Proof of tender processing fee is to be paid mandatorily to the Service Provider for E-Tender M/s KEONICS through e-payment / NEFT through the portal www.tenderwizard.com/CWC and proof to be submitted/uploaded with the tender.

All the above documents must be self attested and should be uploaded under valid digital signature certificate.

NOTE AND OTHER DETAILS :-

1. Bidder must upload and digitally signed scanned copies of above referred documents in support of their eligibility of bid. In the event of any document found fabricated/forged/tempered/altered/manipulate during verification, then the EMD of the tenderer shall be forfeited and he/they himself/themselves would disqualify for future participation in the tenders of Central Warehousing Corporation works for the next 05(five) years.

2. Bidders who wish to participate in the e-tendering will have to procure valid Class 3 Digital Security Certificate as per Information Technology Act, 2000. Bidders can procure this certificate from any Certifying Authority. Details of certifying authorities can be obtained from www.cca.gov.in. The digital signature certificate is normally issued within eight to ten working days. The interested bidders are requested to apply for the same well in advance.

In case the validity of the digital signature certificate has expired, the tenderers are advised to get it renewed immediately.

3. **DOWNLOADING OF TENDER DOCUMENT:-** The tender document for this work is available only in electronic format which tenderer can download free of cost from the above mentioned website.
4. **SUBMISSION OF TENDER:-** Tenderer shall submit their offer in electronic format on the above mentioned website on or before the scheduled date and time as mentioned above. **No offer in physical form will be accepted** and any such offer, if received by Central Warehousing Corporation will be out rightly rejected.

5. **INFORMATION FOR ONLINE PARTICIPATION:-**

1. Internet site address for e-tendering activities will be [www.tenderwizard.Com / CWC](http://www.tenderwizard.Com/CWC), www.cewacor.nic.in and www.cppp.gov.in interested tenderer can view detailed tender notice and download tender documents free of cost from the above mentioned website.
2. Tenderers who wish to participate in online tender have to register with the website through the "new user registration" link provided on the home page of [www.tenderwizad.Com /CWC](http://www.tenderwizad.Com/CWC). Tenderer will create login and Password on their own registration process.
3. Tenderers who wish to participate in e-tender need to fill data in pre-defined forms of Technical Bid, Price Bid in Excel format only.
4. After filling data in pre-defined forms, tenderers needs to click on final submission link to submit their encrypted bid.

6. **GENERAL CONDITIONS:-**

1. The tenders are to be submitted in two parts, Part-I containing Technical Specifications and Part-II containing financial offer(Part-I & Part-II) i.e. Technical Bid and Price Bid through e-tender process only.
2. Intending tenderers are advised to visit the place of operations for acquainting themselves with the nature of work in their own interest before submitting the tender.
3. Registered Co-op. Societies should furnish the proof of Registration with Registrar of Co-op.Societies or Taluk Co-op.Officer along with a resolution passed by the Society to participate in the tender enquiry.
4. **Intending tenderers are advised to participate in pre bid meeting on 22.02.2017 to familiarize themselves about statutory payments to be compiled with the mode of bidding.**

5. The tenderers are required to quote the item-wise rate as per Appendix-III.
6. The Central Warehousing Corporation reserves the right to accept/reject the tenders without assigning any reason; decision of the Corporation shall be final and binding on tenderer.
7. MSEs registered with the prescribed agencies are exempted from payment of EMD and cost of tender and should enclose the proof of their being registered with agencies mentioned in the tender document. Their registration should be valid as on last date of submission of tender and they should also mention the terminal validity of their Registration, failing which their offer shall not be considered for benefits detailed in MSE Notification of Govt. of India dated 23.3.2012 or any other notification issued thereafter.

For any clarification regarding online participation, contact:-

M/s Karnataka State Electronics Development Corporation Limited, No. 29/1,
Race Course Road, Bangalore-560001

For local assistance, may call following help line numbers (Mobile) at
Kolkata:-

- i) Md.Asalam - 8641967966
- ii) Kanak Kumar Tiwari - 9331048902
- iii) Prakash Kumar - 7278929467

REGIONAL MANAGER

