



WEST BENGAL ESSENTIAL COMMODITIES SUPPLY CORPORATION LIMITED

(A Government of West Bengal Undertaking)

11-A, Mirza Ghalib Street, Kolkata - 700087.

No. ECSC/RB/2022-23/102

Date: 26.07.22

Notice for inviting quotation for supply of Miniket and Jeerakati Rice within predesigned sealed 1 Kg packets (includes printing and packaging).

Quotations in sealed envelope are invited from the eligible and bona fide Rice Millers / Distributors / Manufacturers / Traders / FPO / FPC / Government of West Bengal approved Suppliers of Rice having experience in similar kinds of work for printing, packaging and supplying of 1000 (one thousand) quantity of predesigned sealed packets of Miniket and Jeerakati Rice each. The design and specification of packet will be provided from this office and supplier has to make sealed packets (1 Kg) of Miniket and Jeerakati Rice each. The selected supplier should maintain the design of packaging which will be given by the WBECSC Ltd. and the supplier should supply the material under the prescribed brand and packaging of WBECSC Ltd.

The specifications of required items are given bellow.

Sl. No.	Name of the item	Technical specifications	Number of unit to be procured
1	Supply of Miniket Rice within predesigned 1 Kg sealed packets.	Length x Breadth - Standard size for 1 Kg weight.	1,000 (One thousand) Packets. Total- 1 MT
1	Supply of Jeerakati Rice within predesigned 1 Kg sealed packets.	Length x Breadth - Standard size for 1 Kg weight.	1,000 (One thousand) Packets. Total- 1 MT

• **SCOPE OF WORK :-**

- Supply of finished packaged product of Miniket and Jeerakati Rice in 1(one) Kg packets under the brand name of WBECSC Ltd. duly packed in predesigned packaging material.
- Supplied Miniket and Jeerakati Rice must of Standard quality and compliant to the prescribed FSSAI specification.
- The responsibility of supplier will be -
 - To print the provided design on 1 (one) Kg size packet (one side).
 - To fill the packets with Miniket and Jeerakati Rice maintaining proper quality, quantity and others standard packaging norms and relevant FSSAI regulations.

3. One side Air tight stand up pouch packets must be supplied as per norms.
4. After sealing of packet, the packed Miniket and Jeerakati Rice should be transported up to the designated storage point at Khadya Bhavan, 11 - A, Mirza Ghalib Street, Kolkata-700087 or as per the direction of the authority in WBECSC Ltd.

• **Desirable Eligibility Criteria of Suppliers :-**

- i) Experience & Specialization - The bidder should have experience in doing similar type of work of Printing, Packaging and Supply of food grains at least for 1 (one) year in any Govt. Organization or Private Sector.
- ii) Printing, Packaging and Storage infrastructure - The bidder should have required infrastructure / facilities for Printing of packaging materials as per the supplied design (in open file), packaging of product in 1 (one) Kg packets and storing of Raw / Final Products and transportation of the Packaged products up to the designated storage point at Khadya Bhavan, 11 - A, Mirza Ghalib Street, Kolkata-700087 or as per the direction of the authority in WBECSC Ltd.
- iii) The Bidder must have valid Trade-enrolment certificate.
- iv) The Bidder must have valid FSSAI license.
- v) The Bidders should have proper valid license issued by the concerned authority including necessary permission for production / processing, packaging, storing and marketing of food grains / Packaged Products from concerned Central or State Government Authorities.
- vi) The Bidders should not have been black listed / prosecuted by any organization or Government / Govt. Undertaking for non - performance of contractual obligation.

• **List of Supporting Documents / Certificates, Credentials to be submitted :-**

All intending Bidders will have to submit rate quotation formalities in prescribed format along with following documents mentioned below.

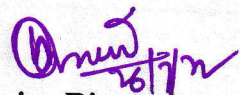
- 1) Attested or self - certified copy of Ownership documents of the Firm like Incorporation certificate / Firm Registration Certificate etc. as per applicability
- 2) KYC documents of the Firm and its Proprietor / Partners/ Directors. The address proof of the authorized signatory viz. Telephone bill / copy of pass port / electricity bill/ voter ID proof should be submitted along with the application. The address proof in respect of the Firm shall be either certificate of registration or certificate of incorporation issued by the concerned authority.

- 3) Bank account details of Firm along with IFSC code, Branch details, address shall be furnished in the letterhead of the firm.
 - 4) Attested or self - certified copy of the Income Tax returns of the Firm for the last Two Financial years duly certified with a copy of a PAN card attested or self - certified by authorized signatory.
 - 5) Attested or self - certified copy of Certificate of Registration under GST Act as applicable.
 - 6) Attested or self - certified copy of up to date Trade enrollment Certificate in respect of the Firm.
 - 7) Attested or self - certified copy of Valid FSSAI License.
 - 8) Credentials towards experience in similar type of Works.
 - 9) Undertaking of the Bidders to the effect not having been blacklisted / prosecuted by any organization or Government / Govt. Undertaking for non- performance of contractual obligation.
- **BID CLOSURE DATE :-**

Last date and time for receipt of bid	<u>04.08.2022</u>
Date and time of opening of bid	<u>05.08.2022</u>

Instruction to the Bidders

1. All intending bidders are requested to submit a sample of the material in a sealed cover along with the Quotations. In case of failure to seal envelope as required and marking of Envelope as - "Quotation for supplying of Miniket and Jeerakati Rice within predesigned sealed 1 Kg packets, Quotation Notice No. _____, Dated - _____". The Managing Director, WBCESC Ltd. will assume no responsibility for misplacement, loss or premature opening of the Bid.
2. Security deposit of the said quotation is 3% of the total value and EMD is Rs 4000/-. EMD should be deposited through Demand Draft in favour of "WEST BENGAL ESSENTIAL COMMODITIES SUPPLY CORPORATION LTD, KOLKATA".
3. All intending bidders may remain present at the time of opening of Quotation.
4. All intending bidders have to submit rate quotation in prescribed format along with up to date Income Tax. GST, FSSAI, Trade Licence, PAN, credentials.
5. The rate has to be quoted both in figure and in words. The rate will be inclusive of all transportation costs for delivery point and applicable taxes, if any.
6. After successful delivery of the items, bills in triplicate along with original receipt challan may be submitted to the "Managing Director, WBCESC Ltd". The payment will be made after statutory deductions.
7. The undersigned reserves the right to accept or reject any or all the quotation notice without assigning any reason thereof.
8. For any queries, the intending bidders may contact Roudra Bristi Division of this corporation during scheduled office hours.
9. Above mentioned rice should not contain foreign matter, damaged / slightly damaged grain, chalky / red grain, dehisced grain and broken rice etc.
10. The quotation should mention the total cost including printing, packaging and supplying of 1,000 (one thousand) quantities of predesigned sealed (1 Kg) packets of Miniket and Jeerakati Rice.
11. The Quotations along with other essential papers must be sent to the Office of the "Managing Director, WBCESC Ltd, Khadya Bhaban, 11 - A, Mirza Galib Street, Kolkata - 700087 no later than by 12:00 hour of 04.08.2022 or any extension to this deadline. Any Quotation or its modification received by the client after the deadline shall be declared late and rejected and promptly returned unopened.
12. The quotation inviting authority may extend the last date and time of submission of bids by issuing an amendment to the Quotation Inviting Notice.


Managing Director,
WBCESC Ltd.

QUOTATION SUBMISSION FORM

(To be printed on letterhead of the bidder)

To,
The Managing Director,
WBECSC Ltd,
11 - A, Mirza Galib Street,
Kolkata - 700087.

Dear Sir,

We, the undersigned, offer for "Printing, packaging and supplying of Miniket and Jeerakati Rice within predesigned sealed 1 Kg packet" in accordance with your Quotation Notice No. _____, dated - _____, we are hereby submitting our quotation in sealed envelope.

The prices for printing, packaging and supplying of 1,000 (one thousand) quantities of pre-designed sealed (1 Kg) packets filled with Miniket and Jeerakati Rice are given below.

Sl. No.	Name of the item	Quantity	Rate / 1 Kg Packet	Total Cost in Rs.
1	Miniket Rice	1000 Kg.		
2	Jeerakati Rice	1000 Kg.		

We understand you are not bound to accept any Bid you receive.

Thanking you.

Yours sincerely,

Enclosure -

- I. Income Tax Certificate. (Last Financial Year)
- II. Trade License. (Up to date)
- III. FSSAI. (Up to Date)
- IV. PAN
- V. GST. (Up to date)
- VI. Credentials.

Authorized Signatory (In full and initials)

Name and Title of Signatory: _____

In the capacity of - _____

Name of the Company / Firm _____

Address- _____

Contact no.- _____

e-mail ID - _____