

e-Tender Notice No. WBPD/ AirAmb/ NIT-01/2019-20

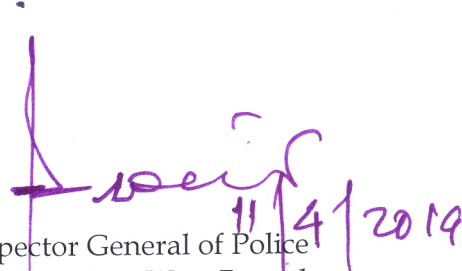
The Director General and Inspector General of Police, West Bengal with office at West Bengal Police Directorate, Bhabani Bhawan, 2nd floor, Alipore, Kolkata - 700 027, invites **e-Tender for hiring of an Air-Ambulance Helicopter to be utilised for 7(seven) days in the LWE affected areas of the State of West Bengal during the Parliamentary General Election-2019** in the current financial year on behalf of the Governor of West Bengal as per details in the Tender documents, hereinafter called 'Request for proposal' (RFP)/Notice Inviting e-Tender (NIT). Details may be seen and downloaded from the website <https://wbtenders.gov.in> and in the website of West Bengal Police, www.wbpolice.gov.in, .

For any query, one may contact office of the Inspector General of Police, Organisation, West Bengal at West Bengal Police Directorate, Bhabani Bhawan, 2nd floor, Alipore, Kolkata - 700 027 during office hours on any working day. If any rectification is required, corrigendum will be published in websites www.wbpolice.gov.in and <https://wbtenders.gov.in> .

Relevant documents may be downloaded online from 12/04/2019, Friday after 12:00 noon.

Bid submission closing date (online): 20/04/2019, Saturday at 05:00 P.M.

Bhabani Bhawan
Alipore, Kolkata - 27
Date- 11/04/2019


Inspector General of Police
Organisation, West Bengal

e-Tender for hiring of an Air-Ambulance Helicopter to be utilised for 7(seven) days in the LWE affected areas of the State of West Bengal during the Parliamentary General Election-2019.

Request for proposal (RFP)/
Notice inviting e-Tender(NIT)

e-Tender Notice No. WBPD/ AirAmb/ NIT-01/2019-20

West Bengal Police Directorate,
Bhabani Bhawan,
31, Belvedere Road, Alipore
Kolkata - 700 027, West Bengal.

Overall brief of the Service/Hiring Contract of Air-ambulance Helicopter

It is envisaged to utilise air ambulance helicopter during the ensuring Parliamentary General election 2019 in the Left Wing Extremism affected areas of West Bengal i.e. western sides of the state covering the districts of Bankura, Purulia, Paschim Medinipur & Jhargram for emergency evacuations/shifting/airlifting of patients etc., if required. The hiring agencies / service providers of such air ambulance helicopter may please go through the detailed requirements in the subsequent paragraphs given hereunder:

1. Detailed Requirements/ Scope of the Work:

1.1 The Air ambulance helicopter will be hired on and from 07/05/2019 to 13/05/2019 for seven days only. It should be stationed in ready-to-fly condition at all time (24 X 7) during the period of hiring with all crew members and medical teams (experienced Staff, Nurses & Doctors) and state-of-the-art medical equipments generally found in an I.C.U..

1.2 The nearest airstrip to be utilised is Kalaikunda. The air ambulance, so hired, shall remain under control of Director General & Inspector General of Police, West Bengal (Tender Inviting Authority) during the period of hiring and will be deployed, if required, under his express orders only.

1.3 Interested Agencies are invited to submit their proposals for the assignment which must include the following, as detailed subsequently in this document.

- (i) A Technical Proposal and
- (ii) A Financial Proposal.

Scan copies of documents required & mentioned in this RFP would be uploaded by the bidder in the website <https://wbtenders.gov.in> . All documents/any of the documents uploaded can be called for in original at any stage from a bidder in hard copies. Hard copies shall be identical with the soft copy uploaded. Any discrepancy / divergence in such documents, may lead to rejection of bid submitted by the concerned bidder.

1.4 It may be noted that

- (i) The costs of preparing the proposal are not reimbursable, and
- (ii) The WBPD is not bound to accept any of the proposals so submitted.

1.5 Agencies have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of West Bengal Police or that may be reasonably perceived as having this effect. Failure to disclose such situations by the Agency may lead to disqualification of the Agency or termination of the contract.

1.6 Agencies must observe the highest standards of ethics during the selection and execution of the contract. WBPD may reject a proposal at any stage if it is found that the firm recommended for award has indulged in corrupt or fraudulent activities in competing for the contract in question. It may also blacklist the agencies, either indefinitely or for a stated period of time, if at any time it is found that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

2. Minimum Eligibility Criteria

2.1 The Agency should be able to provide a quality service for undertaking the above contract for West Bengal Police. The Agency team would work closely with the **West Bengal Police Directorate**.

2.2 The bidder should have at least one year experience in the relevant field.

2.3 Provide user satisfaction certificates from organisations of repute.

2.4 The Jurisdiction area will be Kolkata only in case of any legal dispute.

2.5 The Bidder will submit an affidavit/certificate to the effect that the information submitted by him is correct and he will abide by the decision of DG & IGP, WB with regard to this work. In the event of the information submitted by him being found to be false or fabricated in any manner whatsoever, the bidder may be suspended and/or debarred.

2.6 The bidder should be known to provide service in time.

2.7 The bidder should have not been de-registered/blacklisted, previously.

3. Terms & Conditions:-

3.1 The Tender Document/Tender is not transferable under any circumstances.

3.2 Tender shall be submitted online only through <https://wbtenders.gov.in>

3.3 No physical/offline Tender/ Bid shall be accepted.

3.4 The Committee for Tender reserves the right to cancel the BID/Tender without assigning any reason to the Bidder or anyone else.

3.5 Conditional tenders and casual letters sent by the bidders will not be accepted.

3.6 Bidders are requested to read the instruction in the Technical Document/Bid before submitting the Tender/BID online.

3.7 The Committee for Tender also reserves the right for not assigning tender/AOC at all to any bidder/bidders without giving any reason.

4. Earnest Money Deposit (EMD):

4.1 The bidder shall furnish Earnest Money Deposit (EMD) amounting to Rs. **50,000/-(Fifty thousand only)**.

4.2 The EMD shall be in Indian Rupees and shall be submitted electronically i.e. **online** - through net banking enabled bank accounts or **offline** by generating pre-filled NEFT/RTGS challan from the e-tendering portal. Bidder willing to pay the EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site (wbtenders.gov.in). Bidders are also advised to submit EMD of their bid, at least 3 working

days before the bid submission closing date as it requires time for processing of Payment of EMD. For more details a bidder should refer to Memorandum No. 3975-F(Y) dated 28th July, 2016 of Finance Department, Audit Branch, Government of West Bengal.

- 4.3 The earnest money of unsuccessful bidders will be refunded **online automatically** as per the process mentioned in the above Memorandum/ any other Govt. order time in force. No interest on EMD could be claimed/paid.
- 4.4 The Earnest Money of the bidder will be forfeited on account of one or more of the following reasons:
- (a) Applicant withdraws/modifies the proposal or any part thereof during the validity period of bid specified in E-Tender document.
 - (b) Applicant does not respond to requests for clarification of its proposal/substandard works.
 - (c) Applicant fails to provide required information/ documents/ data/presentation /representation during the evaluation process or is found to be non-responsive.
 - (d) In case the successful applicant, fails to sign the Agreement in time.

5. Technical proposal

5.1 The Technical Proposal (Statutory Documents) will contain the following 2 Covers:

A. **Technical Documents: (1st Cover)** : This should be uploaded in PDF format with **following documents** by a bidder in the website <https://wbenders.gov.in> . Scan copies of the following documents have to be uploaded by a bidder:

- (i) Copies of Audited Balance Sheet & Profit & loss A/C for last two years.
- (ii) User satisfaction certificates from organisations of repute.
- (iii) One year's experience certificate in the relevant field.
- (iv) A declaration as described in para 2.5 above (Please do not disclose any financial details in this declaration) .

B. **EMD (2nd Cover) : as mentioned above.**

5.2 Non statutory documents OR My documents OR other Important Documents

The scan copies of the following documents are to be uploaded in PDF format in this folder.

Sl. No.	Documents	Corresponding E- Tender folder in Other Important Document.
1.	Trade License/Enlistment	Company Details
2.	PAN Card	Certificates
3	Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017	Certificates

4	Income-tax Acknowledgments of last Two years	Certificates
5	Name and address of the Firm	Credential
6	Name and address of Directors/Partners/Proprietors with contact numbers	Credential

5.3 The Technical Proposal shall not include any financial information.

6. Financial Proposal/Bid

6.1 In preparing the Financial Proposal, Agencies are expected to take into account the requirements and conditions outlined in the RFP document.

6.2 This file contains **BOQ (Bill of Quantities)** in Excel Format as “Commercial Bid” . A bidder will quote rate as **described in the columns of the BOQ.**

6.3 GST & other taxes (wherever applicable) should be quoted separately in the BOQ.

6.4 The cost quoted will be firm and fixed for the duration of performance of the contract. At no point of time will any deviation from the quoted rate be entertained by the Tender Inviting Authority.

6.5 The Financial Bid shall not include any conditions attached to it and any such conditional financial proposal shall be rejected summarily.

6.6 Rates should be quoted/submitted in the BOQ and then uploaded in Excel format without making any changes to the BOQ template.

7. Validity of bids

7.1 Bids shall be kept valid for a period of 30 days from the date of opening of Financial Bids.

7.2 Financial bid only of those firms will be opened, who qualify on the basis of the technical evaluation by the Tender committee.

8. Opening of Proposals and Selection Process

8.1 Two bid system will be followed, with technical bids being opened in the first instance. At the time of Technical Bid opening, following documents will be evaluated:-

- (i) All documents as demanded and uploaded for technical purpose.
- (ii) EMD in full.

8.2 As this tender is floated in two bid system, if the numbers of bidders/tenderers qualified in the technical bid is less than three, tender will be invited afresh.

8.3 At the second stage, the financial bids of only technically qualifying bidders will be opened.

- 8.4 After Commercial Bid Opening, a chart of financial bids with corresponding bidders will be prepared. The least cost proposal will be ranked L-1 and the next higher and so on will be ranked L2, L3 etc.
- 8.5 L-1 Bidder if found fit in all respects, will be awarded AOC (Award of Contract) subject to all preconditions mentioned in this NIT. Bidder(s) selected for AOC will be asked to submit within a given time period, hard copies of documents in original submitted previously online by him/her. Deviation/ discrepancy in these shall lead to rejection of such bid at any stage.
- 8.6 Failure to submit the original hard copies and documents desired from the L-1 bidder within the time period given for the purpose, may be construed as an attempt to disturb the tendering process and dealt with accordingly, legally including blacklisting of the bidder. In such case of rejection, AOC (Award of Contract) may be given to the next higher bidder if found suitable in all respects.
- 8.7 If L-1 bidder is unable to assure the service as per the scope of the work, opportunity shall be given to the next higher scorer for supply at the lowest rate or otherwise, if the latter is found suitable. AOC to the worthy bidder selected as per the above procedure, will be given at any time.
- 8.8 The decision regarding acceptance of tenders will be communicated in due course. No enquiry should be made before that date.

9. Payments to the Bidder:

- 9.1 The L-1 bidder/ agency, if so required may requisition for advance payment up to 50% of the total agreement value of fully equipped air ambulance helicopter after the execution of the Contract.
- 9.2 For payment tax invoice(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017.
- 9.3 In the event of the finally selected bidder's (i.e. bidder with AOC) failure to comply with the conditions as specified in the NIT/Contract at the different paragraphs, the Tender Inviting Authority may at his discretion, **withhold any payment** until the completion of the Contract/ all the details and terms and conditions of the NIT.

10 . Schedule of the Tender (Dates & Information):

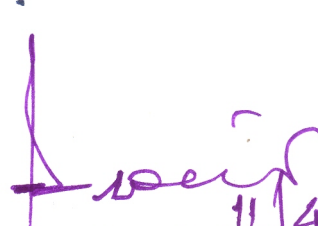
Sl.no.	Items	Scheduled date(s)
1	Start of downloading Documents /Tender publishing/floating (online)	12/04/2019, Friday after 12:00 noon.
2	Bid submission start date (On line)	12/04/2019, Friday after 05:00 P.M..
3	Bid submission closing (on line)	20/04/2019, Saturday at 05:00 P.M.
4	Date of opening of Technical Bid (On line).	22/04/2019, Monday at 05:00 P.M.

5	Opening, Signing & Evaluation of documents of Technical Bid at West Bengal Police HQ, Bhabani Bhawan, , 31, Belvedere Road, Kolkata-27.	Will be informed later on.
6	Date of uploading list of Technically Qualified Bidders (On line)	Will be informed later on.
7	Date of Opening of Commercial Bid (On line)	Will be informed later on.
8	Date of uploading of list of qualified Bidders along with the approved rate on the Website.	Will be informed later on.

11.1 The above schedule is tentative and may be changed with information to the concerned bidder.

11.2 For any further query, the Office of the Inspector General of Police (Organisation), West Bengal, Bhabani Bhawan, 31, Belvedere Road, Kolkata-700027, (Ph. No. 033-2479-4035/36/56/57, Extn. 2231) may be contacted during office hours on any working day.

Bhabani Bhawan
Alipore, Kolkata - 27
Date- 11/04/2019


11/4/2019
Inspector General of Police
Organisation, West Bengal