


**West Bengal Police Directorate**  
**Bhabani Bhawan, Kolkata-700027.**

**e-Tender Notice No. WBPD/ ERSS (Smart Phone) MPF-20-21/NIT-07/2021-22**

The Director General & Inspector General of Police, West Bengal, having its office at West Bengal Police Directorate, Bhabani Bhawan, 2<sup>nd</sup> Floor, Alipore, Kolkata-700027, on behalf of Governor of West Bengal, **invites e-tender for Supply of Smart Phone for West Bengal Police** in the financial year 2021-22 as per details in the Tender document, hereinafter called Notice Inviting e-Tender (NIT). Rates should be quoted in the standardized BOQ format. NIT Details may be seen & downloaded from the website <https://wbtenders.gov.in> and in the website of West Bengal Police, [www.wbpolice.gov.in](http://www.wbpolice.gov.in). For any query, one may contact Dy.SP, Procurement Cell, West Bengal Police Directorate, Bhabani Bhawan, 31, Belvedere Road, Kolkata-700027, during office hour on any working day (Phone No. 033-2479-4035 / 36 / 56 / 57, Extn. 2222, 2280 & **Email id- [dig-prov@policewb.gov.in](mailto:dig-prov@policewb.gov.in)**). If any rectification is required, corrigendum/addendum will be published in websites [www.wbpolice.gov.in](http://www.wbpolice.gov.in) & <https://wbtenders.gov.in>.

Relevant documents may be downloaded on line from 16/12/2021 (Thursday) after 17:00 hrs. Bid submission closing date (online) i.e. the last date of submission of the bid is 21 days from the publication of the Tender Notice in the Newspapers.

Handwritten signature in blue ink, with the date '19/12/21' written below it.

**Dy. Inspector General of Police  
(Provisioning)  
West Bengal, Bhabani Bhawan,  
Alipore, Kolkata- 700027.**

## **SECTION-A**

### **TECHNICAL SPECIFICATIONS**

<b>Sl. No.</b>	<b>Specifications</b>	<b>Requirements</b>	<b>Compliance (Yes/No)</b>
<b>1</b>	<b>RAM Size</b>	Minimum 04(Four) GB	
<b>2</b>	<b>ROM (Internal Storage)</b>	Minimum 64(Sixty Four) GB	
<b>3</b>	<b>Rear (Back) Camera</b>	Minimum 13(Thirteen) Megapixel	
<b>4</b>	<b>Front Camera</b>	Minimum 05(Five) Megapixel	
<b>5</b>	<b>Battery Capacity</b>	5000 mAh & above	
<b>6</b>	<b>Operating System</b>	Android Version 10 and above	

## **SECTION-B**

### **TERMS & CONDITIONS**

**Approximate requirements of this item are furnished below: -**

<b>Sl. No.</b>	<b>Name of Items (A)</b>	<b>Approximate requirements (B)</b>	<b>Remarks</b>
1.	Smart Phone	34 Nos	<b>Specifications as per Section-A</b>

1. Tender **will not be considered** unless following documents are submitted along with the tender online:-

**a) Earnest Money Deposit of Rs. 10,000/- (Ten Thousand only)** is to be **deposited through online either** using Net Banking or NEFT/RTGS, must be uploaded on e-tender portal in terms of Memorandum No. 3975-F(Y) dated 28<sup>th</sup> July, 2016 of Finance Department, Audit Branch, Government of West Bengal. Copy of submitted EMD is to be uploaded online.

**b) Technical Bid (NIT) with Compliance Sheet, [Proprietorship Firm (Trade License)/Partnership Firm (Partnership Deed, Trade License)/Limited Company (Incorporation Certificate, Trade License)/Society (Society Registration Copy, Trade License)/Power of Attorney], Tax Registration Certificate (GST), Tax Clearance Certificate (GSTR-1 & GSTR-3B), PAN, Professional Tax (latest challan), IT Returns (FY 2017-18,18-19 & 19-20), Balance Sheet (FY 2017-18,18-19 & 19-20), Credentials [mentioned in **Section-D under Sl.No-VI**], Affidavit on Tender Acceptance Letter (Annexure-A), Manufacturer Authorisation Format (Annexure-V) are **mandatory to be uploaded separately online.****

➤ The Earnest Money of the bidder will be forfeited on account of one or more of the following reasons:

- (i) Applicant withdraws the proposal during the validity period of bid specified in E-Tender document.
- (ii) Applicant does not respond to requests for clarification of its proposal/substandard works.
- (iii) Applicant fails to provide required information during the evaluation process or is found to be non-responsive.
- (iv) In case the successful applicant/bidder(the L-1), , fails to sign the Agreement in time; or furnish Security Deposit within stipulated time.
- (v) In case any provisions of this tender/NIT are found violated.

➤ EMD exemption is allowed in this tender. If any Bidder is exempted from payment of EMD, copy of relevant Government Order needs to be furnished and **have to be uploaded separately online.**

2. Selected Manufacturers, Distributors or their Authorized Dealers will be bound to supply articles according to the specification of the equipment as shown above as Section-A at the accepted rates failing which, the firm will be blacklisted with the forfeiture of Earnest Money Deposit or any other penalty as imposed by the competent authority.
3. The Financial Offer of the prospective tender will be considered only if the Technical bid of the tenderer is found qualified by the 'Technical Evaluation Committee' formed by the **ADG(Welfare), WB**. The decision of the 'Tender Evaluation Committee' will be final and absolute in this respect.

4. **Security Deposit**

On being found to be the L-1 bidder in the financial bid, the L-1 Bidder on receipt of such notice from this office shall submit the Security Deposit @ 3% of **total contract amount** in the form of Bank Guarantee from a Bank in acceptable form in favour of "WB Govt. Pooling A/C For Performance Guarantee", A/C no- 000605030134, IFSC code- ICIC0000006, MICR code- 70229002, Branch Address- ICICI Bank, 22 R.N. Mukherjee Road, Kolkata-700001 within 10 (Ten) days from issuing of such notice. Security deposit will also be treated as performance bank guarantee and **shall be valid for the period of 36 months of warranty period** from the date of complete delivery of goods onsite. The L-1 bidder should produce the Security Deposit Challan/Certificate to the notice issuing authority for being considered for issue of AOC/Supply Order in his/her favour. No interest will be paid on Security deposit/performance bank guarantee.

If the L-1 bidder does not submit Security Deposit within the stipulated time mentioned above and or remains non-responsive, the EMD submitted by him/her will be forfeited and suitable action as deemed fit including blacklisting of the bidder will be taken by the Tender Inviting Authority. In such cases, goods may also be procured from any other bidder.

Bidders who are registered with S.S.I. Unit / N.S.I.C. Ltd. for the TENDERED ITEMS are exempted payment of Security Deposit to the amount equal to their monetary limit. A proof regarding current registration with NSIC for the TENDERED ITEMS will have to be attached with their monetary limit.

5. **Delivery & Warranty:**

a) The L-1 bidder(s) in the financial bid shall provide undertaking in a **Non judicial stamped paper of Rs. 100/- onsite** comprehensive warranty as mentioned in the specifications of the each Item. In case of trouble in equipments, response & repair or replacement of the item should be given within 24 hrs of complaint within the warranty period. Sufficient spares should be available in stock of the supplier and certificate for availability of spares for at least 07 years after warranty period.

b) The warranty period for the equipment will commence from the date of complete delivery of the equipment.

c) Delivery of the items shall not be treated as complete till the period it has been fully delivered by the L-1 bidder at the places indicated in the AOC/Supply Order and the same has been satisfactorily verified / inspected by a Committee /representatives of the Tender Inviting Authority. No payment will be released to the bidder in absence of such inspection/verification report.

d) The currency in which payments shall be made to the Supplier under this Contract shall be Indian Rupees. Payments shall be made promptly as far as possible SUBJECT TO AVAILABILITY OF FUNDS FROM THE Government. No advance payment or Interest on contract price shall be made. Standard TDS as applicable will be deducted during payment.

6. Demo as well as adequate training to the Police personnel / handlers of the equipments will be given by the supplier free of cost for the duration and at the place(s) as deemed fit by the Tender Inviting Authority within the period of warranty.
7. The list of Qualified Bidders in each stage will be displayed in the website.
8. In the event of non-supply of article or if article supplied by the manufacturers and or their authorized dealers is found to be sub-standard, the Tender Inviting Authority may without notice to the manufacturers and or their authorized dealers, purchase the article required from elsewhere. Any loss incurred by reason of the price paid for such article above the schedule price or any other loss or expenses incurred by reason of such default on the part of the manufacturers and or their authorized dealers may be deducted from the bills or any money payable to the manufacturers and or their authorized dealers or from the Earnest Money Deposit of the concerned manufacturers and or their authorized dealers.

9. Refund of EMD: The Earnest Money of all the unsuccessful tenders deposited will be refunded automatically through the website after rejection.
10. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' and Terms & Conditions.
11. Conditional / Incomplete tender will not be accepted under any circumstances.
12. Intending tenderers are required to quote the rate online (**BOQ**).
13. The tenderers after getting the tender samples tested from any of the laboratories approved by National Accreditation Board for Testing and Calibration Laboratories (NABL) must submit the detailed lab test certification in original (if specially desired by the Tender Inviting Authority, subsequently) along with their technical bid.
14. The Material Acceptance Committee reserve the right to send any item for Testing at certified Lab, the Cost of the same and replacement of the item which are sent for Lab test will be provided by the Supplier of the same equipment.
15. Before issuance of the SUPPLY ORDER, the tender inviting authority may verify the credential and other documents of the lowest tenderer if found necessary. After verification if it is found that the documents submitted by the lowest tenderer, is either manufactured or false in that case work order will not be issued in favour of the said Tenderer under any circumstances.
16. The bidder should have their service representative in West Bengal preferably in Kolkata with documentary evidence. Name and address with contact details including mobile nos. of each individual should be given.

## **SECTION-C**

### **Qualification Criteria**

1. **Eligibility of Bidders:** - Only Manufacturers/ Direct Importers/Dealers having the Tender specific authorization from OEM are eligible for participation in the Tender.
2. The "Tender Evaluation Committee" will determine the eligibility of each bidder. The bidders shall have to meet all the minimum criteria mentioned in the "Terms & Conditions" of the .

#### **Tentative Date & Time Schedule**

<b>Sl. No.</b>	<b>Items</b>	<b>Scheduled date(s)</b>
1.	Start of downloading Documents /Tender publishing/floating (on-line).	16/12/2021 (Thursday) after 17:00hrs.
2.	Date of holding pre-bid meeting with the prospective bidders.	23/12/2021 (Thursday) at 12:00hrs.
3.	Bid submission start date (on-line).	23/12/2021 (Thursday) after 17:00hrs.
4.	Bid submission closing (on-line).	24/01/2022 (Monday) at 17:00hrs.
5.	Date of opening of Technical Bid (on-line).	27/01/2022 (Thursday) at 15:00hrs.
6.	Evaluation of documents by Central cum Tender Evaluation Committee (off-line) at Bhabani Bhawan, Alipore, Kolkata-27.	Will be informed later on.
7.	Date of uploading list of Technically Qualified Bidders (on-line)	Will be informed later on.
8.	Date of Opening of Commercial Bid (on-line)	Will be informed later on.
9.	Date of uploading of list of qualified Bidders in Commercial Bid along with the approved rate on the Website.	Will be informed later on.

**Bid Opening:** Office of the Procurement Cell, WBPD, Bhabani Bhawan, Kolkata- 700027. It should be noted that the firm/firms will be selected purely on a "PROVISIONAL BASIS" and requirement may increase or decrease, if required.

## **SECTION-D** **Instructions to Bidders**

### **General guidance for E-Tendering:**

The following instructions / guidelines for electronic submission of tenders for assisting the manufacturers and or their authorized dealers to participate in e-Tendering:

I. **Registration of Contractor:** Any manufacturers and or their authorized dealers willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-procurement system, through logging on to <https://wbtenders.gov.in>.

II. **Digital Signature Certificated (DSC):** Each manufacturer and or their authorized dealers is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders for the approval service of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the web site stated in Clause-I above. DSC is given as a USB e-Token.

III. The manufacturers and or their authorized dealers can search and download the NIT and Tender Document(s) electronically from computer once he logs on to the website mentioned in Clause-I using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

IV. **Submission of Tenders:** Tenders are to be submitted through online to the web site stated in Clause-I in two folders at a time, one in Technical Proposal & the other in Financial Proposal within the prescribed date & time using the Digital Signature Certificate (DSC). Digitally signed copies of the documents are to be uploaded. The documents will get encrypted (transformed into non readable formats).

V. **Online Payment:-** For online payment of EMD, please go through the guidelines given at [wbtenders.gov.in](https://wbtenders.gov.in) and follow the Govt. Notifications in the matter.

VI. **Technical Proposal:** The Technical Proposal should contain scanned copies of the following documents which are to be **uploaded separately online:**

- ❖ NIT along with compliance sheet.
- ❖ Affidavit on Tender Acceptance Letter (Annexure-A)
- ❖ Manufacturer Authorization Format (Annexure-V)

Sl. No.	Category Name	Sub-Category Description	Detail(s)
A.	Certificate (s)	Certificate(s)	<ul style="list-style-type: none"> <li>✓ Tax Registration Certificate (GST),</li> <li>✓ Tax Clearance Certificate (GSTR-1 &amp; GSTR-3B)</li> <li>✓ PAN</li> <li>✓ Professional Tax (latest challan)</li> <li>✓ IT Returns (FY 2017-18,18-19 &amp; 19-20)</li> <li>✓ Balance Sheet (FY 2017-18,18-19 &amp; 19-20)</li> </ul>
B.	Company Detail(s)	Company Detail	<ul style="list-style-type: none"> <li>✓ Proprietorship Firm (Trade License)/</li> <li>✓ Partnership Firm (Partnership Deed, Trade License)/</li> <li>✓ Ltd. Company (Incorporation Certificate, Trade License)/</li> <li>✓ Society (Society Registration Copy, Trade License)/</li> <li>✓ Power of Attorney.</li> </ul>
C.	<i>Credential</i>	Credential	<p>Work done &amp; completion certificate worth minimum Rs. _____/-</p> <p><b>Prescribed format given below:-</b></p>

**Credential**

Sl. No.	Name of Organization To whom supplied	Name of items	Qty.	Amount	Supply Order Number & Date	Supply date of complete Items	Reason of delay if any	Remarks
01								

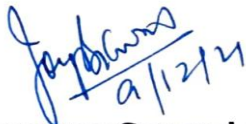
**VII. Financial Proposal:**

**a) BOQ:** The Financial Proposal should contain Bill of Quantities (BOQ) in one covered Excel format. The manufacturers or their authorized dealers is to quote the rate online in Indian Rupees per Unit **including** all charges such as freight/delivery charges etc. **but excluding GST** at the space marked for quoting rate in the BOQ after downloading the prescribed format from the web site. GST should be quoted separately.

**b) Price bid shall be quoted in the BOQ only and not on any other document.**

➤ **Opening & Evaluation of Tender:**

- I. **Opening of Bid Proposal:** A Tender Evaluation Committee comprises of selected officers, who will open bids of the Tender.
- II. Intending tenderers may remain present if they so desire.
- III. Documents including correct EMD will be opened. If there is any deficiency in the Documents, the tender will be rejected.
- IV. Decrypted (transformed into readable formats) documents will be downloaded and handed over to the Tender Evaluation Committee.
- V. Summary list of technically qualified tenderers will be uploaded online.
- VI. Pursuant to scrutiny and decision of the Tender Evaluation Committee the Summary List of eligible tenderers found qualified in the technical bid will be uploaded in the web portal. Bidders/Bids found disqualified in the Technical Bid will not be considered for Financial Bid.
- VII. During evaluation the committee may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these are not produced within the stipulated time frame, their proposals will be liable for rejection.
- VIII. Financial Bid of item-wise Technically Qualified Bidders will be opened and the L-1 Bidder (Lowest bid) will be considered for the AOC after observing all formalities
- IX. **Rejection of Bid:** The e-Tendering committee formed by the ADG(Welfare), West Bengal reserves the right to reject any / or all the tendered rates without assigning any reason and not to place any orders even after selection and is not liable for any cost that might have incurred by any bidder at the stage of bidding and also reserves the right to divide the contract amongst any number of tenderers, if required so and to place order for more or less than the quantity mentioned in the forecast requirement. The said committee does not bind himself to accept the lowest rate.
- X. All the Equipments should be supplied at the place as given in the supply order and if not otherwise directed the entire supply must be completed within **45 days** from the date of Issuance of Supply Order. Otherwise deposited Security Deposit will be forfeited.
- XI. Bid Validity- 365 days from the date of start of online bid submission.

  
**Dy. Inspector General of Police  
(Provisioning)  
West Bengal, Bhabani Bhawan,  
Alipore, Kolkata- 700027.**

**(To be given on non-judicial stamp paper of appropriate value duly notarized & mandatory to be uploaded separately online)**

**Annexure-A**

**TENDER CONDITIONS ACCEPTANCE LETTER**

Date:

**To,  
The Director General & Inspector General of Police,  
West Bengal,  
Bhabani Bhawan,  
31, Belvedere Road, Kolkata-700027.**

**Sub:** Acceptance of Terms & Conditions of Tender.

**e-Tender Notice No. WBP/ ERSS (Smart Phone) MPF-20-21/NIT-07/2021-22**

Name of Tender / Work: **e-tender for Supply of Smart Phone for West Bengal Police.**

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely.....as per your advertisement, given in the above mentioned website(s).
2. I have read the entire tender documents (NIT, Annexure, Specifications, other documents) and I / We hereby unconditionally accept and will abide by all the terms and conditions given in various paragraph of NIT for consideration of my application/tender for supply of the goods.
3. The corrigendum(s)/addendum(s) issued from time to time by your department/ organisations too have also been taken into consideration, while submitting this acceptance letter.
4. In case any provisions of this tender are found violated, your department/ organisation shall be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit and or Security Deposit (in case my firm/agency is selected for award of contract) absolutely and or withhold the payment fully or partly and we shall not have any claim/right against department in satisfaction of this condition.
5. All the information submitted for this tender by me on behalf of my firm/agency is correct & in the event of the information submitted by me for participating in this tender is found to be false or fabricated in any manner whatsoever, I may be suspended and/or debarred from the Tender at any stage without being compensated or otherwise.
6. The Tender Inviting Authority shall be at liberty to impose such penalty as it deems fit in case my agency withdraws the bid offered, at any stage of the tender.
7. My Agency will undertake the assignment, in accordance with the Specifications and Work detailed in the NIT document and at the cost submitted by my agency in the financial proposal.
8. My firm does not owe any amount to the Government in the past and there are no Government dues outstanding against us.
9. We are not blacklisted by any of the Government Organizations / PSUs / Autonomous bodies.
10. I have submitted correct amount of EMD as detailed in the e-Tender Document.(strike through if exempted from paying EMD)
11. My firm is duly registered under the "Indian Partnership Act"(please strikethrough, if not applicable).

Yours faithfully,

Signature of the Bidder\_\_\_\_\_

Name (in Bold Letters)\_\_\_\_\_

Designation\_\_\_\_\_

Official Seal

Submission of OEM Authorization Certificate (MAF) in a prescribed format (**Annexure-V**) is mandatory for this e-Tender & **to be separately uploaded online. Original Equipment Manufacturers** have to self- authorize themselves in this Certificate (MAF), if so is the case.

**Annexure- V**

**MANUFACTURER'S AUTHORIZATION LETTER (MAF)**

TENDER NOTICE NO. \_\_\_\_\_

Date: \_\_\_\_\_

To,  
The Director General & Inspector General of Police,  
West Bengal,  
Bhabani Bhawan,  
**31, Belvedere Road, Kolkata-700027.**

WHEREAS \_\_\_\_\_ who are official producers of \_\_\_\_\_ and \_\_\_\_\_ having production facilities at \_\_\_\_\_ do hereby authorize

\_\_\_\_\_ located at \_\_\_\_\_ (hereinafter, the "Bidder") to submit a proposal of the following Products produced by us, for the Supply Requirements associated with the above Tender

When resold by \_\_\_\_\_ these products are subject to our applicable standard end user warranty terms.

We assure you that in the event of \_\_\_\_\_, not being able to fulfil its obligation as our Service Provider in respect of our standard Warranty Terms we would continue to meet our Warranty Terms through alternate arrangements and also provide spares in accordance with the Tender for the period of 03 (three) years.

We are not blacklisted by any by any of the Government Organizations / PSUs / Autonomous bodies.

Name: \_\_\_\_\_ In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Duly authorized to sign the authorization for and on behalf of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Note: This letter of authority must be on the letterhead of the manufacturer, must be signed by an authorized person of the organization who is competent and having the power of attorney to bind the Producer, and must be included by the Bidder in its bid as specified in the Instructions to Bidders.