



# WEST BENGAL STAFF SELECTION COMMISSION

Mayukh Bhavan, Salt Lake, Kolkata – 700091

Website: [www.wbssc.gov.in](http://www.wbssc.gov.in)

E Mail: [adm.ssc-wb@nic.in](mailto:adm.ssc-wb@nic.in)

## NOTICE INVITING TENDER

No. 02 / NIT / EXAM / WBSSC/ 2015

Dated, 09 / 01 / 2015

Sealed tenders are invited in two parts, **Part I- Technical Bid** and **Part II- Financial Bid**, on behalf of the **West Bengal Staff Selection Commission** for the following item of work :-

**Providing Services of Jammers and Bug Detectors to stop transmission of information through Mobile / Cell Phone / other Wireless Device / Bluetooth/ Wi-Fi Electronic Device during various examinations on Rental Basis in the Examination Venues to be selected by the West Bengal Staff Selection Commission under various Examination Centres across the state of West Bengal from time to time.**

Interested bidders may download the Tender Form from the website free of cost. But during submission, bidders must deposit a sum of **Rs. 1000/- (Rupees one thousand) only** as the price of Tender document, in the form of **Demand Draft** to be drawn in favour of the **Secretary, West Bengal Staff Selection Commission**, payable at **Kolkata** along with the **Technical Bid**.

Bidders may submit the bid in prescribed manner as mentioned in the **Notice Inviting Tenders** on all working days between **11AM to 4 PM**, in the drop box kept in the **Examination Section** of the office of the West Bengal Staff Selection Commission at Mayukh Bhaban (3<sup>rd</sup> floor), Salt Lake, Kolkata-700091 as per schedule, specification and as per the 1 terms and conditions available in the detailed Notice Inviting Tenders (N.I.T.) in the website [www.wbssc.gov.in](http://www.wbssc.gov.in) in Sub-section "**Tender**" under Section "**Notice**".

## IMPORTANT SCHEDULE

- Last date and time for submission of Tenders : **27<sup>th</sup> January, 2015 (upto 4 PM)**
- Date and time for Technical Presentation and Demo: **28<sup>th</sup> January, 2015 at 1 PM**
- Date and time for opening of the Technical Bid : **28<sup>th</sup> January, 2015 at 3 PM**
- Date and time for opening of the Financial Bid : **29<sup>th</sup> January, 2015 at 1 PM**

## INFORMATION IN A NUTSHELL

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|---|---|
| ✓ <b>Tender No.</b>   | <b>: 02 / NIT / EXAM / WBSSC/ 2015<br/>Dated, 09 / 01 / 2015</b>                                  |
| ✓ <b>Cost of Tender Document</b>  | <b>: Rs.1000/- (Rupees One Thousand) only,<br/>To be submitted with the <b>Technical Bid</b>.</b> |
| ✓ <b>Instructions to Tenderers,<br/>Pre-qualification Criteria (PQ),<br/>Schedule of Requirement with<br/>Specification, Evaluation Criteria<br/>and Conditions of Contract</b> | <b>: Refer <b>Annexure – I</b> of this Notice.</b>  |
| ✓ <b>Proforma for Technical Bid</b>   | <b>: Refer <b>Annexure – II</b> of this Notice.</b>   |
| ✓ <b>Proforma for Financial Bid</b>   | <b>: Refer <b>Annexure – III</b> of this Notice.</b>  |
| ✓ <b>Bid Security (Earnest Money)</b>   | <b>: Rs. 1,00,000/- (Rupees One Lac) only,<br/>to be submitted with the Technical Bid.</b>        |
| ✓ <b>Contract Performance Security</b>  | <b>: Rs. 5,00,000/- (Rupees Five Lac) only.</b>   |
| ✓ <b>Undertaking by the Tenderer</b>  | <b>: Refer <b>Annexure – IV</b> of this Notice.</b>   |
| ✓ <b>Proforma of Bank Guarantee for<br/>Bid Security (Earnest Money)</b>  | <b>: Refer <b>Annexure – V</b> of this Notice.</b>  |
| ✓ <b>Proforma of Guarantee Bond for<br/>Performance Security<br/>(Security Money)</b>   | <b>: Refer <b>Annexure – VI</b> of this Notice.</b>   |

### **I. SUBJECT:**

**Providing Services of Jammers and Bug Detectors to stop transmission of information through Mobile / Cell Phone / other Wireless Device / Bluetooth/ Wi-Fi Electronic Device during various examinations on Rental Basis in the Examination Venues to be selected by the West Bengal Staff Selection Commission under various Examination Centres across the state of West Bengal from time to time.**

West Bengal Staff Selection holds **Recruitment Examinations** for selection of candidates for various posts under Govt. of West Bengal, from time to time. The motto of the Commission is to select Right Person for the Right Post in Right Time. Commission aims to achieve highest level of transparency in the examination process in order to ensure free and fair selection of best candidates. Thus Commission aims to eliminate even the slightest chance of impersonation or malpractice. In order to achieve it, Commission intends to install Mobile / Cell Phone Jammers, on rental basis, at examination venues across the state of West Bengal, to be selected by it from time to time to prohibit

any communication through mobile or cell phone or any other wireless device from the concerned venues to outside or vice versa, during the entire period of examination.

At present Commission conducts examination through the following 24 Examination Centres spread across the state of West Bengal. Jammers may be installed at any Examination Venue (s) [School / College / other Institutions] under any one or more Examination Centres:-

**Alipurduar, Coochbehar, Darjeeling, Jalpaiguri, Siliguri, Uttar Dinajpur, Dakshin Dinajpur, Malda, Murshidabad, Purulia, Birbhum, Bankura, Bardhaman, Asansol, Purba Medinipur, Paschim Medinipur, Nadia, Hooghly, Howrah, North 24 Parganas, South 24 Parganas, Kolkata North, Kolkata South and Salt Lake.**

### ANNEXURE-I

## **GENERAL INSTRUCTIONS TO TENDERERS, PRE-QUALIFICATION CRITERIA (PQ), SCOPE OF WORK, EVALUATION CRITERIA AND TERMS & CONDITIONS OF PRICE AGREEMENT**

### **1.1 Sale of Tender documents**

Interested Tenderers may download the Tender Form from the website [www.wbssc.gov.in](http://www.wbssc.gov.in) free of cost. But during submission, bidders must deposit a sum of **Rs. 1000/- (Rupees one thousand) only** as the price of Tender document, in the form of **Demand Draft** to be drawn in favour of the **Secretary, West Bengal Staff Selection Commission**, payable at **Kolkata** along with the **Technical Bid**, failing which the tender will be summarily rejected.

### **1.2 Submission of Bid**

- A) The tenderers shall submit the sealed bid containing two separate sealed covers as prescribed below addressed to “**The Secretary cum Controller of Examinations, West Bengal Staff Selection Commission, Mayukh Bhavan, Salt Lake, Kolkata- 700091**” by **4 P.M. on or before 27<sup>th</sup> January, 2015** in the tender box kept at **3<sup>rd</sup> Floor (Examination Section)** of the office for this purpose. WBSSC will not be responsible for any delay in receipt of bids. Any bids received after the closing date and time shall not be entertained. The tenders received after the due date and time will be summarily rejected. The Commission will not be liable for postal delay, if any.

In case closing date of submission of bid happens to be a holiday due to some unforeseen circumstances, the bids will be received and opened on the next working day at the same time.

B) Tenders should be submitted by dropping in the drop box kept at the office of the **West Bengal Staff Selection Commission (Examination Section), Mayukh Bhavan (3<sup>rd</sup> Floor), Salt Lake, Kolkata - 700091** or by Post / Courier addressed to “**Secretary, West Bengal Staff Selection Commission, Mayukh Bhavan (3<sup>rd</sup> Floor), Salt Lake, Kolkata - 700091**”, which should reach by the scheduled date and time.

### **1.3 Part-I : Technical Bid :**

The first sealed cover should contain:

- (i) **Confirmation of understanding** the Scope of work, specification and other terms & conditions mentioned in this tender document and details of procedure, quality checks to be undertaken by the firm to meet the required quality and work schedule, payment terms, penalty clause and confirmation of validity of Financial Bid for 60 days from the date of opening of the tender.
- (ii) A list of Manpower and Machinery available to undertake the work.
- (iii) **Bid Security (Earnest Money) of Rs 1,00,000/- (Rupees One Lac) only**, in the form of a Bank Draft drawn in favour of the “**Secretary, West Bengal Staff Selection Commission**”, payable at “**Kolkata**” or in the form of Bank Guarantee.
- (iv) Copies of IT returns and audited accounts of last preceding three years.
- (v) **Credentials:** A list of similar work undertaken in the past three years , executed by the Tenderer (Firm) for UPSC, State Public Service Commissions, Universities, CBSE, State Educational Boards, Government Departments, IITs, IIMs, Institute of Banking Personnel Selection, Railway Recruitment Boards and Central Public Sector Undertakings. Copies of work orders mentioned in the list should also be attached.
- (vi) The envelope should be super scribed with the following words (in BLOCK Letters) in respect to the item bid for in the following manner:-

### **“TECHNICAL BID FOR PROVIDING SERVICES OF MOBILE / CELL PHONE / OTHER WIRELESS DEVICE JAMMERS ON RENTAL BASIS IN EXAMINATION VENUES”**

Bidders will be required to give a **10-15 minute presentation and demo of the entire process using actual equipments to be used**, on **28/01/2015 at 1 P.M.** sharp in the Conference Room (3<sup>rd</sup> floor) of Commission’s office at Mayukh Bhaban, Salt Lake .

The technical quotations will be opened thereafter in the same place, same day **at 3 P.M.** sharp in presence of the tenderers who may like to remain present.

#### **1.4 Part-II : Financial Bid :**

The second sealed cover should contain:

The “Financial Bid” and a photocopy of the Demand Draft / Bank Guarantee as **Earnest Money** deposited with the Technical Bid. The envelope should be super scribed with the following words:-

**“FINANCIAL BID FOR PROVIDING SERVICES OF MOBILE / CELL PHONE / OTHER WIRELESS DEVICE JAMMERS ON RENTAL BASIS IN EXAMINATION VENUES”**

The “Financial Bid” would be opened only of those tenderers whose Technical Bids are found to be in conformity with pre-qualification criteria of the tender and found to be capable of undertaking the work. The Financial Bids will be opened in respect of shortlisted tenderers only on **29/ 01/ 2015 at 1 P.M.** sharp in the Conference Room (3<sup>rd</sup> Floor) of Commission’s office at Mayukh Bhaban, Salt Lake in presence of the shortlisted tenderers who may like to remain present .

#### **1.5 Validity of Bids:**

The tenderer shall keep the “Financial Bid” valid for acceptance for a minimum period of 60 days after the last date for receipt of the Bids.

#### **1.6 Bid Security (Earnest Money)**

- (i) **Bid Security (Earnest Money) of Rs 1,00,000/- (Rupees One Lac) only**, in the form of a Bank Draft drawn in favour of the “**Secretary, West Bengal Staff Selection Commission**”, payable at “**Kolkata**” or in the form of Bank Guarantee **MUST BE SUBMITTED** with the Technical Bid, failing which the bid will be summarily rejected. No exemption would be permitted from submission of Bid Security under any circumstances. The Bank Guarantee from any Scheduled Banks of India approved by RBI in the prescribed form as per **Annexure-V** will also be accepted as Bid Security. Bids without Bid Security will be summarily rejected. The Bid security shall be kept valid for a period of 60 days beyond Financial Bid validity period. If a tenderer withdraws or amends the bid in any respect within the validity period or fails to enter into a contract for award of work, the entire amount of Bid security will be forfeited.

### 1.7 Pre-Qualification Criteria (Eligibility Criteria):

Following are the minimum pre-requisites / requirements / eligibility criteria for participating in this tender:-

Sl. No.	Basic Requirement	Specific Requirements	Documents Required
1	Turnover	Average Annual Turnover of the company should be <b>at least Rs. 50 Lac</b> during last three financial years ending march 2014 & average turnover generated from services related to providing Cell phone / Mobile Phone / other Wireless Device Jammers at examination venues during the last three financial years (as per the last published Income Statement), should be at least <b>Rs. 20 Lac</b> . The turnover refers to a company and not the composite of its subsidiaries / sister concerns etc.	Extracts from the audited Balance sheet and Profit & Loss account;  OR  Certificate from auditor appointed by the company
2	Technical Capability	Bidder must have successfully completed the work of providing jammers in at least <b>25 (Twenty five) examinations</b> conducted by UPSC / State Public Service Commissions / Universities / CBSE / State Educational Boards / Government Departments / IITs / IIMs/ Institute of Banking Personnel Selection / Railway Recruitment Boards / Central Public Sector Undertakings [within 1 <sup>st</sup> January, 2015], of which at least 5 (Five) examinations must have been completed in the State of West Bengal.	Completion Certificates from the client;  OR  Work Order + Self certificate of Completion (Certified by Authorized Signatory)
3	Service Tax and Income Tax	Company should have a valid Service Tax Registration and Income Tax returns.	Copy of Service Tax Registration  <ul style="list-style-type: none"><li>Income Tax returns for last 3 financial years (till 2012-13)</li><li>Audit report from CA for last 3 financial years (till 2013-14)</li></ul>
4	Legal Entity	Firm should be a Company registered under the Indian companies act, 1956 (or) a firm registered under the Limited Liability Partnership Act,2008 (or) a firm registered under the Partnership Act,1932 (or) a Proprietor Firm	Certificates of Incorporation
5	Manpower Strength	The Company should have at-least 25 technical and 10 administrative employees based out of Kolkata involved in providing Jammers at examination venues.	Proof of ESI/PF registration along with Declaration by HR head of the Company

6	Blacklisting	The agency should have unblemished past records and has never been revoked / cancelled / terminated in any examinations by any Government / PSU / Statutory body	Undertaking on company letter head certified by authorized signatory.
7	Geographical Presence of Farm / Company	The Bidder should have an operational office in West Bengal State.	Certificate by Authorized signatory with address of Office
8	Financial Strength	Bidder must be profitable for at least last 3 Financial Years	CA Certificate to be submitted

Bidders who meet the pre-qualifications/ eligibility requirements as stated above would only be considered as qualified to move to the next stage of **Technical and Financial evaluations**. Price Bids of such technically qualified bidders only shall further be opened.

### 1.8. Scope of work

1. Commissioning and operationalisation of the required Number of Cell Phone Jamming devices to block all the transmissions (sending and receiving) of Mobile Phone / Cell / Electronic Devices and associated accessories are to be done in the Examination Venues on the day of examination, as per the requirement.
2. The installation of jammers should be made at least one day in advance from the scheduled date of examination and or in such a way that the Jammers are functional two hours before the scheduled time of commencement of the examination and ½ hour after the completion of the examination.
3. To organize required manpower to install the Jamming Devices at the Centres.
4. To provide uninterrupted service of Jammers and ensure proper working of Jammers during the conduct of examination.
5. At any point of time, no Jammer facility shall be interrupted due to any technical fault / power failure, etc. The Agency shall take due care to ensure functioning of Jammers with adequate power backup during the conduct of written examination and as per the time period mentioned in the Work Order of respective assignments.
6. The Commission conducts examination all over West Bengal. The Venues are mostly in Kolkata and in districts. The services of the agency shall therefore, be required all over West Bengal, including the remote parts of the state.
7. Any other work relating to subject assignment.

Note:-

a) The agency will have to ensure that sufficient no. of Jammers are supplied to block any type of wireless communications through cell phone / blue tooth services in the examination centre i.e. through CDMA / GSM / 3G / 4G / Spy Camera / Wi- Fi / Bluetooth, etc.

- b) The agency will have to ensure that the jammers supplied/ installed work with or without electric supply and for the entire duration of the examination in the Venues.
- c) The agency will have to ensure blocking all the required band width / signals without fail.
- d) The agency will have to install industry standard Mobile / Cell Phone including Spy Camera Jammers in the Venue.
- e) Any kind of electronic devices may be installed inside the Examination Hall / Venue to achieve the desired objective.
- f) **The rates (costs) should be quoted per venue basis including all applicable taxes.**
- g) The number of candidates at each examination Venue varies from **300 to 1200 approximately.**
- h) Normally 24 candidates sit in a room or in its multiple in a big hall
- i) Duration of the written examination may vary from **1 hour to 2 hours** per session.
- j) The examination is generally held on Sundays and sometimes on Saturdays and Sundays.

#### **1.9. Contract Performance Security (Security Deposit):**

The firm / firms entering into a contract for performance of the work Agreement will be required to deposit **Contract Performance Security (Security Money) as prescribed by the Commission** by furnishing a **Demand Draft or Fixed Deposit** Receipt issued by a Scheduled Bank approved by RBI drawn in favour of the “**Secretary, West Bengal Staff Selection Commission**”, payable at Kolkata. The Security Deposit can also be made in the shape of Guarantee Bond executed by a Scheduled Bank as per **Annexure-IV**.

Security deposit will be retained by the Commission till satisfactory completion of the work. It should be clearly understood that in the event of the Contract not being executed and completed as per the quality and time schedule laid down, the security deposit is liable to be forfeited. This will be in addition to the penalty, if any, which may be imposed as specified in the delivery schedule.

#### **1.10. Payment Terms:**

Commission may, at its discretion, release full payment or part payment (75% of the cost of the work order) within 30 (thirty) days from the date of examination, subject to submission of satisfactory performance certificate, issued by the concerned Venue Supervisor and Venue Officer cum Inspecting Officer engaged by the Commission and duly counter signed by the concerned Centre Co-ordinator, by the firm. The balance payment (if necessary) shall be released by the Commission, within 60 (sixty) days of conduct of the examination.



## 1.11. General Terms & Conditions

- C) Tenderers responding to this enquiry shall be deemed to be agreeable to the terms and conditions herein contained. These terms and conditions shall be binding on the successful Tenderer. Tenderers complying partly to the said terms and conditions are liable to be rejected. West Bengal Staff Selection Commission will process the tenders as per the standard procedures followed by the Government of West Bengal.
- D) The Commission reserves the right to reject any or all or part of tender without assigning any reason thereof and shall also not be bound to accept the lowest tender and it will not under any obligations / circumstances, give any clarification to the agencies whose bids are rejected / not selected.
- E) The tender must be submitted in the prescribed tender format only.
- F) Hypothetical and conditional tenders will not be entertained.
- G) While submitting tender, the tenderers must submit Tender document and Technical Bid in a sealed envelope superscribing as “**Technical Bid**”. The Financial Bid should be submitted in a separate sealed envelope superscribing as “**Financial Bid**”.
- H) The sealed envelopes of “Technical Bid” and “Financial Bid” should be kept in a single large envelope superscribing “**Tender for \_\_\_\_\_**”.
- I) **All the pages of the tender document, technical bid and financial bid** are required to be **signed** by the tenderer or the authorised representative on behalf of the tenderer along with **seal** of the firm and date.
- J) The Commission is not responsible for accidental opening of the covers that are not properly super scribed and sealed before the time notified for opening of tenders.
- K) The Technical Bid envelope will be opened first in presence of the tenderers, if present, with authorisation letters from the respective company / firm at Commission’s Conference Room at 3<sup>rd</sup> Floor of Mayukh Bhaban, Salt Lake, Kolkata – 700091.
- L) If the bidder qualifies in the Technical Bid, the Financial Bid envelope of the concerned bidder shall be considered for opening. The Financial Bid of the unsuccessful bidder shall not be opened and shall be kept in the file with the signature of all committee members with a remark “Not opened because disqualified in the Technical Bid”.
- M) Financial Bids shall always be both in the figures and words. No revision of financial bid is allowed once the bid is opened.
- N) The successful tenderer should make an agreement on a non-judicial stamp paper of appropriate value with the **West Bengal Staff Selection Commission** stating that the firm / agency will abide by all the terms and conditions laid down by the Commission.
- O) No claim for price increase will be entertained after signing the contract for one year. The period of contract may be extended beyond one year on satisfactory execution of the said work at same rates. Extension of the said contract is at the sole discretion of the West Bengal Staff Selection Commission.
- P) No additional payment will be made for preparation of samples. Preparation of samples / design shall be made as per the instruction given by the Commission.

- Q) The EMD / Security deposit is liable to be forfeited in case the supplier fails to execute the order in time or violates any other stipulations as laid down by the West Bengal Staff Selection Commission and the firm shall be black listed.
- R) The EMD amount will be returned to the unsuccessful bidders without any interest after completion of selection process. In case of successful bidder, the same will be converted to Performance Security which will be returned to the bidder after successful execution of the contract.
- S) If the tenderer fails to complete the job and the West Bengal Staff Selection Commission has to get it done through any other firm at higher rates, the difference in the rates accrued shall be deducted from the firm (s) bill besides forfeiting the security deposit of the firm, imposing penalty and taking such other action as may be deemed fit by the Chairman, West Bengal Staff Selection Commission.
- T) The tenderer must not have been black listed earlier by any of the Universities or Examination Boards or Agencies or any other organisation.
- U) Payments will be made only after satisfactory and successful completion of the work and upon submission of bills subject to TDS as applicable. No advance will be paid to carry out the work.
- V) The West Bengal Staff Selection Commission has the power either to accept or to reject the tender wholly or partially without assigning any reason and his decision will be final in this regard.
- W) There shall be no commitment of minimum quantum of work which can be awarded during currency of the contract.
- X) The contract **shall be for a period of one year which may be extended for a further period of one year on the same terms & conditions** at the discretion of the West Bengal Staff Selection Commission on **satisfactory performance**.
- Y) The West Bengal Staff Selection Commission reserves the right to enter into contract with more than one firm for the job mentioned in this Notice. The decision of the West Bengal Staff Selection Commission in this regard will be final and binding.
- Z) The West Bengal Staff Selection Commission reserves the right to terminate the contract at any time if it is satisfied that the firm has failed to fulfil its obligations as per the terms & conditions contained in the Agreement. The decision of the West Bengal Staff Selection Commission in this regard will be final and binding.

#### **1.12 Arbitration:**

**In the event of any dispute or differences, the matter will be referred to the sole arbitration of a Group A Officer appointed by the Chairman, West Bengal Staff Selection Commission.**

**Sd/-  
Secretary cum Controller of Examinations  
West Bengal Staff Selection Commission**



# WEST BENGAL STAFF SELECTION COMMISSION

Mayukh Bhavan, Salt Lake, Kolkata – 700091

Website: [www.wbssc.gov.in](http://www.wbssc.gov.in)

E Mail: [adm.ssc-wb@nic.in](mailto:adm.ssc-wb@nic.in)

## Annexure- II

### PROFORMA FOR TECHNICAL BID

Ref: N.I.T. NO. 02 / NIT / EXAM / WBSSC / 2015, Dated, 09/ 01/ 2015, issued by the office of WBSSC

**Providing Services of Mobile / Cell Phone / other Wireless Device Jammers on Rental Basis in the Examination Venues to be selected by the West Bengal Staff Selection Commission in various Examination Centres across the state of West Bengal from time to time.**

- General Information:**

Sl. No.	Item	Description
1	Name of the Public Limited/ Private Limited / Company	
2	Address of the Public Limited/ Private Limited / Company  (i) Head Office  (ii) Branch in Kolkata (if any)	
3	Year of establishment	
4	E-mail address	
5	Telephone Number(s)	
6	Fax No	
7	Is your firm registered under a) The Indian Companies Act b) The Indian Partnership Act	

8	if your firm is a sole proprietorship firm (give details)	
9	If your firm comes under any other categories (give details)	
10	Whether insured against fire, theft, and burglary.  If so, please state the amount for which insured, the name of the insurance Company and policy Number	
11	Sale Tax/VAT Regn.No./ TIN No.	
12	Permanent Account No (PAN)	
13	Service Tax Registration Number i.e. TAN/SRIN	

Sl. No	Criteria	Response
1	Company Credentials (give details)	
1.1	Legal Structure (write yes / no)	
	Public Limited	
	Private Limited	
	Partnership /Proprietary	
1.2	Annual Turnover in Rs. (average of last 3 financial years as in the pre-qualification criteria)	

- **Experience of the Firm:**

Please enclose Experience Certificate in providing Cell / Mobile Phone / Wi-Fi / Blue tooth devices, etc Jammers in Examination Venues:-

Sl. No.	Name of Board / University/ Similar Organisation etc.	Name of work	Volume of work
1			
2			
3			

- **Annual turnover of last three years. (Enclose documentary proof):**

Financial Year	Year Annual Turnover (in Rupees)
2013-14	
2012-13	
2011-12	

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

\_\_\_\_\_  
Signature of Tenderer

Encl: \_\_\_\_\_ no. sheets

Name of the Tenderer: \_\_\_\_\_

Designation: \_\_\_\_\_

Name of the Agency/ Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No. \_\_\_\_\_

E- Mail : \_\_\_\_\_

**Annexure- III**

**PROFORMA FOR FINANCIAL BID**

Ref: N.I.T. NO. 02 / NIT / EXAM / WBSSC / 2015, Dated, 09/ 01/ 2015, issued by the office of WBSSC

**Providing Services of Mobile / Cell Phone / other Wireless Device Jammers on Rental Basis in the Examination Venues to be selected by the West Bengal Staff Selection Commission in various Examination Centres across the state of West Bengal from time to time.**

**DETAILS OF THE RATE QUOTED**

<b>Zone</b>	<b>Rates in Rupees (Costs should be on lump sum basis and per Venue basis, inclusive of all the activities relating to renting, including all taxes and service charges, if any)</b>		
	<b>Number of Examination Venues</b>	<b>Amount in Figures</b>	<b>Amount in Words</b>
<b>NORTHERN ZONE :</b> ( Any or all of the following Eight Centres: <b>Darjeeling / Alipurduar / Coochbehar / Jalpaiguri/ Siliguri/ Uttar Dinajpur / Dakshin Dinajpur / Malda</b> )	Up to 20 Venues (Rate per Venue)		
	From 21 to 50 Venues (Rate per Venue)		
	More than 50 Venues (Rate per Venue)		
	<b>Total</b>		
<b>CENTRAL ZONE :</b> ( Any or all of the following Eight Centres: <b>Murshidabad / Purulia / Birbhum / Bankura / Bardhamn / Asansol / Purba Medinipur / Paschim Medinipur</b> )	Up to 20 Venues (Rate per Venue)		
	From 21 to 50 Venues (Rate per Venue)		
	More than 50 Venues (Rate per Venue)		
	<b>Total</b>		

<b>Zone</b>	<b>Rates in Rupees (Costs should be on lump sum basis and per Venue basis, inclusive of all the activities relating to renting, including all taxes and service charges, if any)</b>		
	<b>Number of Examination Venues</b>	<b>Amount in Figures</b>	<b>Amount in Words</b>
<b>SOUTHERN ZONE :</b> ( Any or all of the following <b>Eight Centres: Nadia / Hooghly / Howrah / North 24 Parganas / South 24 Parganas / Kolkata North / Kolkata South / Salt Lake )</b>	Up to 20 Venues (Rate per Venue)		
	From 21 to 50 Venues (Rate per Venue)		
	More than 50 Venues (Rate per Venue)		
	<b>Total</b>		

**Declaration:** (i) The rates quoted above are inclusive of all statutory taxation liabilities in force and therefore, no extra charges on account of any taxes will be charged under any circumstances.

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

**Signature of Tenderer**

**Enclo:** \_\_\_\_\_ no. sheets

**Name of the Tenderer:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Name of the Agency/ Firm:** \_\_\_\_\_

\_\_\_\_\_

**Address:** \_\_\_\_\_

**ANNEXURE-IV**

**UNDERTAKING BY THE TENDERER**

- (i) I declare that I have gone through the instructions to Tenderers, Pre-Qualification Criteria (PQ), Scope of work, Evaluation Criteria and Terms & Conditions of Price Agreement contained in Annexure-I and I shall abide by these conditions.
  
- (ii) I also confirm the validity of Financial Bid containing the Price Schedule (Annexure-II) has been kept for a period of 60 days from the due date of opening of Technical Bid.

**Signature of Tenderer**

**Date: \_\_\_\_/ \_\_\_\_/ 2015**



ANNEXURE – V

**PROFORMA OF BANK GUARANTEE FOR BID SECURITY**  
(ON NON-JUDICIAL STAMP PAPER OF REQUISITE VALUE)

Ref.....

Date.....

Bank Guarantee No.....

**To**  
**The Secretary cum Controller of Examinations,**  
**West Bengal Staff Selection Commission,**  
**Mayukh Bhavan,**  
**Salt Lake, Kolkata – 700 091**

Dear Sir,

In accordance with your invitation to Tender No..... dated, \_\_\_/\_\_\_/ 2015 For ..... (description of work) M/s..... hereinafter called the tenderer with the following Directors on their board of Directors / Partners of the firm wish to participate in the said tender for ..... (description of work). As a Bank Guarantee against Bid Guarantee for a sum of Rs. .... (in words and figures) valid for (105)\* one hundred and five days from the date of opening of tender required to be submitted by the tenderers as a condition for the participation, this bank hereby guarantees and undertakes during the above said period of (105)\* one hundred and five days to immediately pay on demand by the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission, the amount of Rs..... (in words and figures) to the said Secretary cum Controller of Examinations, West Bengal Staff Selection Commission, Mayukh Bhavan, Salt Lake, Kolkata – 700 091, and without any reservation and recourse if

- (i) the tenderer after submitting his tender, modifies the rates or any of the terms & conditions thereof except with the previous written consent of the purchaser; or
- (ii) the tenderer withdraw the said bid within 60 days after opening of bid; or
- (iii) the tenderer having not withdrawn the bid, fails to furnish Performance Guarantee Bond (Security Deposit) within the period provided in Price Agreement.

This guarantee shall be irrevocable and shall remain valid up to 4.00 P.M. on ..... If further extension to this guarantee is required, the same shall be extended by such required period on receiving instructions from M/s..... on whose behalf this guarantee is issued.

Date:.....

Signature.....

Place:

.....

Printed Name.....

Witness

(Designation)

(Bank's common seal)

## ANNEXURE-VI

### PROFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE SECURITY

**To**  
**The Secretary cum Controller of Examinations,**  
**West Bengal Staff Selection Commission,**  
**Mayukh Bhavan,**  
**Salt Lake, Kolkata – 700 091**

1. Against Price Agreement concluded by the advice acceptance of the tender No. .... dated ..... covering supply of ..... (hereinafter called the said contract), entered between the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission and ..... (hereinafter called the 'Contractor'), this is to certify that at the request of the contractor We ..... (Bank) are holding in trust in favour of the West Bengal Staff Selection Commission, the amount of Rs..... (write the sum in words) to indemnify and keep indemnified the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission against any loss or damage that may be caused to or suffered by the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission by reason of any breach by the contractor or any of the terms and conditions of the said contract and/or the performance thereof. We agree that the decision of the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission whether any breach of any of the terms and conditions of the said contract and/ or in the performance thereof has been committed by the contractor and the amount of loss or damage that has been caused or suffered by the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission shall be final and binding on us and the amount of the said loss or damage shall be paid by us forthwith on demand and without demur to the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission.
2. We ..... (Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for satisfactory performance and fulfilment in all respects of the said contract by the Contractor, i.e. till ..... (for a period of one year from date of Price Agreement), hereinafter called the 'said date' and that if any claim accrues or arises against us (Bank) by virtue of this guarantee before the said date, the same shall be enforceable against us ..... (Bank) notwithstanding the fact that the same is enforced within six months after the said date, provided that notice of any such claim has been given to us ..... (Bank) by the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission before the said date. Payment under this letter of guarantee shall be made promptly upon receipt of notice of that effect from the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission.

3. It is fully understood that this guarantee is effective from the date of the said contract and that we ..... (Bank) undertake not to revoke this guarantee during its currency without the consent in writing of the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission.
4. We undertake to pay to the Government any money so demanded notwithstanding any dispute raised by the Contractor in any suit or proceedings pending before any court of tribunal thereto, our liability under this present being absolute and unequivocal.
5. We ..... (Bank) further agree that the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission shall have the fullest liberty, without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend time of performance by the Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission against the said contract and to forbear or enforce any of the terms and conditions relating to the said contract and we ..... (Bank) shall not be released from our liability under this guarantee by reason of any such variation or extension being granted to the said Contractor or for any forbearance and/ or omission on the part of the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission or any indulgence by the Secretary cum Controller of Examinations, West Bengal Staff Selection Commission to the said Contractor or by any other matter or thing what-so-ever, which under the law relating us from our liability in the constitution of the Bank or Contractor.

Date

Signature

Place

Printed Name

Witness

(Designation)

(Bank's common seal)