



West Bengal Transport Infrastructure Development Corporation Limited

(A Government of West Bengal Undertaking)

E.M. Bye Pass & Rash Behari Connector Intersection

(C.S.T.C Kasba Depot Compound)

KOLKATA - 700 107

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Date: 14.06.2016

Tender Ref No : WBTIDC/CE/NIT-02_OF_2016-17

NOTICE INVITING ELECTRONIC TENDER NO. – 02/ WBTIDC/CE OF 2016 – 17 OF THE CHIEF ENGINEER, WEST BENGAL TRANSPORT INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED.

The Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of the Director, Flying Training Institute, C / o Transport Department, Government of West Bengal, invites e-Tender for the work detailed in the table below. (Submission of Bid through online).

Sl. No.	Name of the work	Earnest Money (Rs.)	Period of Hiring Service
1.	Providing a twin-engine (having minimum 5 VIP passenger seats), air-conditioned helicopter on hired basis including manning, maintenance & management of its operation in West Bengal.	5,00,000.00	1 (one) Year Subject to renewal

1. Government of West Bengal is in need of hiring-in services of an experienced agency which can arrange and hire out including manning, maintenance & management of its operations of a twin-engine (having minimum 5 VIP passenger seats), air-conditioned helicopter (and its substitute as and when the regular helicopter goes for servicing), which is suitable for VVIP and other emergency movements and night operations too.
2. The agency must have some experience (past / present contracts / agreements / communications) for providing such services to at least one other State Government in the country for at least six months.
3. The helicopter must not be more than five years old on the date of publication of the tender notice and preference will be given to the agency offering craft(s) with latest date of manufacture.
4. The agency must have had gross annual business turnover of at least Rs.10 (ten) crore in the same field of work in the last financial year i.e. 2015-16.
5. The pilots of the helicopter should have all necessary certificates / competency / qualifications as per norms of DGCA etc. for VVIP flying. The pilots should be I.R. rated with night currency.
6. The agency should have / will be required to obtain all necessary clearances from all relevant public / statutory authorities for the craft, the pilots, the flying as well as landing / parking and all related activities.
7. The State Government proposes to guarantee 40 (forty) flying hours per month and bidders will have to quote the rate expected per guaranteed flying hour. The multiplication of per hour rate into 40 (forty) hours will be the basis for computing the lowest bidding amount. However, the bidders are also required to mention the additional hourly flying rate beyond the minimum guaranteed flying hours. The rates should be all-inclusive including crew/engineers accommodation, crew rotation ground handling & parking charges, ATF transportation charges etc. but exclusive of Service Tax & airport charges for private owned airports, if any, which will be paid by the state Government on actual basis.
8. The bidder will have to give the Technical Bids [with all supporting papers, including copies of ownership / lease documents for the crafts(s) as well as the air-worthiness certificates(s)] and financial bid as per the matrix attached.
9. In the event of e-Filing intending bidders may download the tender documents from the website directly by the help of his Digital Signature Certificate & necessary Earnest Money may be remitted through demand draft issued from any nationalized bank in favour of “**West Bengal Transport Infrastructure Development Corporation Limited**” and same is to be documented through e-Filing. (Details of which has been narrated in “**Instruction to Bidders**” i.e. **Section-A**). Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour by the company/ firm.
10. During submission of bid, the EMD (Earnest Money Deposit) along with duly filled in **Original** copies (hard copy)

of **Section- B (Form I)** in prescribed proforma should be sent physically to the office of the Chief Engineer, WBTIDC Ltd. under sealed cover as per time schedule mentioned in this NIT. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website <https://wbtenders.gov.in>. Tender documents may be downloaded from website & submission of Technical Bid/Financial Bid as per the Date/Time Schedule stated in Sl. No.15 of this NIT. The documents submitted by the bidders should be properly indexed & self attested with seal.

11. Eligibility criteria for participation in the tender:

- i) Bidders shall submit the list of Technical personnel / Pilot / Crew members with the Technical Bid document.
- ii) Bidders are subject to be disqualified even after meeting the above criteria for misleading or false representations etc.
- iii) Pan Card, Service Tax registration certificate & Income Tax Acknowledgement Receipt are to be submitted accompanied with Technical Bid documents.

12. The **rate** should be all-inclusive, including crew / engineer’s accommodation, crew rotation, ground handling & parking charges, ATF transportation charges etc. but exclusive of service tax and airport charges for private owned airports, if any, which will be paid by the State Government on actual basis.

- 13. (i) No Mobilisation Advance and Secured Advance will be allowed.**
- (ii) No Price preference will be allowed for the Work under this NIT.**

14. If the selected tenderer does not provide the service after selection, his earnest money deposit will be forfeited.

15. Date & Time Schedule:

Particulars	Date & Time
1. Date of Publishing NIT & Tender Documents	15.06.2016
2. Document download Start Date	15.06.2016 9.00 A.M.
3. Pre-Bid meeting	24.06.2016 1.00 P.M.
4. Start Date of uploading of bid document	28.06.2016 12.00 Noon.
5. End Date for uploading of bid document	05.07.2016 1.00 P.M.
6. Last date of submission of original copies of the Earnest Money Deposit along with duly filled in original copies (hard copy) of Section – B (Form I) in prescribed proforma to the office of the CE/WBTIDC Ltd.	07.07.2016 2.00 P.M.
7. Date of opening of Technical Bid	07.07.2016 4.00 P.M.
8. Date of opening of Financial Bid	To be notified later

16. Earnest Money:

The amount of Earnest Money is Rs. 5,00,000.00 (Rupees five lakhs) only. Earnest Money is to be submitted in the shape of Bank Draft on any nationalized bank drawn in favour of ‘**West Bengal Transport Infrastructure Development Corporation Limited**’ as mentioned at NIT. Bidders shall not have to pay the cost of tender documents for the purpose of participating in e-tendering.

- 17. The Bidder, at the Bidder’s own responsibility and risk is encouraged to examine and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender.
- 18. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the authority. The Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of Director, Flying Training Institute, C / o Transport Department, Government of West Bengal, reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by any Bidder at any stage of Bidding.
- 19. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned below before bidding.
- 20. No Conditional/ Incomplete Bid/ Tender will be accepted under any circumstances.

21. The Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of Director, Flying Training Institute, C / o Transport Department, Government of West Bengal, reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained. At any stage of bidding or even after award of contract if any inadvertent typographical mistake is found in the item rate of BoQ or any other tender document, the same will be so corrected as to conform to the Technically Sanctioned document as the case may be.
22. During scrutiny or at any stage of bidding or even after award of contract, if it is come to the notice to tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that bid will be considered as non-responsive and out rightly rejected with forfeiture of Earnest Money and action will be taken as per Rule in force.
23. Before issuance of the work order, the tender accepting authority may verify physically the credential & other documents of the lowest bidder if found necessary. After verification, if it is found that such documents submitted by the lowest bidder is either manufactured or false in that case, work order will not be issued in favour of the bidder under any circumstances and action will be taken as per Rules in force along with forfeiture of Earnest Money.
24. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in all cases:

25. Qualification Criteria

The Tender Inviting & Accepting Authority through a 'Tender Committee' will determine the eligibility of each bidder, the bidders shall have to meet all the minimum criteria regarding:

- a) Financial Capacity
- b) Technical Capability comprising of credential.
- c) The bidders will be selected by satisfying the following documents :
 - (i) The helicopter should be twin-engine, air conditioned, having minimum 5 (five) passenger seats.
 - (ii) The helicopter should not be more than 5 (five) years old on the date of publication of tender and preference will be given to the agency offering craft(s) with latest date of manufacture.
 - (iii) The agency should be wholly responsible for supply, manning, maintenance and management of the whole operation of helicopter service and it should have experience for providing such service to at least one other State Government in the country.
 - (iv) The agency should have an annual business turnover of Rs. 10 (ten) crore in the financial 2015-16 in the same field of work.
 - (v) The helicopter must have valid license for flying. The pilots of the helicopter should have all necessary certificates / competency / qualifications as per norms of DGCA etc. for VVIP flying. The pilots should be I.R. rated with night currency.
26. The successful bidder should be able to start the operation of helicopter within seven (7) days from the issuance of work order.
27. **A pre-bid conference will be held on 24.06.2016 at 1.00 P.M in the chamber of Principal Secretary, Transport Department, Paribahan Bhaban, 12 R.N. Mukherjee Road, Kolkata – 700 001.**

Sd/-
(Anup Kr. Chattopadhyay)
Chief Engineer, WBTIDC Ltd.
On behalf of Director, Flying Training Institute,
C / o Transport Department, Government of West Bengal.

SECTION – A

INSTRUCTION TO BIDDERS

A.1. General Guidance for e-Tendering

Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractors to participate in e-Tendering.

A.2. Registration of Contractor

Any contractor 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://etender.wb.nic.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

A.3. Digital Signature certificate (DSC)

Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site stated in Clause 2 of Guideline to bidder DSC is given as a USB e-Token.

A.4. The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

A.5. Submission of Tenders

General process of submission, Tenders are to be submitted through online to the website stated in Sl. 2 of NIT in two folders at a time for each work, one in Technical Proposal & the other in Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) the documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats). Documents only in **pdf** format are to be submitted. Where an individual person holds a digital certificate in his own name duly issued to him against the company or the firm of which he happens to be a director or partner, such individual person shall, while uploading any tender for and on behalf of such company or firm, invariably upload a copy of registered power of attorney showing clear authorization in his favour, by the rest of the directors of such company or the partners of such firm, upload such tender.

A.5.1. Technical Bid

The Technical Bid should contain scanned copies of the following two covers (folders).

A.5.1.1. Statutory Cover Containing—

- i.** Demand Draft towards Earnest Money.
- ii.** NIT [with All Corrigendum and addendum, if any. Download & upload the same Digitally Signed].
- iii.** Technical Documents:
 - a)** Prequalification Application (Application for the Work N.I.T. No. Sl. No.) (Sec-B, Form – I)
 - b)** Download & upload the same Digitally Signed except quoting rate, quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case of quoting any rate in tender document the tender will be liable to be summarily rejected.

A.5.1.2. Not Sensitive Cover Containing (scanned copy)

- i.** Certificate of revolving line of credit by the Bank (if required).
- ii.** Pan Card, Latest ITR, Service Tax Registration Certificate.
- iii.** Registration Certificate under Company Act. (if any).
- iv.** Registered Deed of partnership Firm/ Article of Association & Memorandum.
- v.** Power of Attorney (For Partnership Firm/ Private Limited Company, if any).
- vi.** All original Credential Certificates.

Note: Failure of submission of any of the above mentioned documents (as stated under A.5.1.1. & A.5.1.2) will render the tender liable to be summarily rejected for both Statutory & Non Statutory Cover (Non Sensitive Documents).

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the My Document list and then click the tab ‘Submit Non Statutory Documents’ to send the selected documents to Non-Statutory folder. Next Click the tab “Click to Encrypt and upload” and then click the “Technical” Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-Category Description	Details
I	CERTIFICATES	CERTIFICATES	1. SERVICE TAX REGISTRATION CERTIFICATE & ACNOWLEDGEMENT
			2. PAN
			3. LATEST IT RECEIPT
II	COMPANY DETAILS	COMPANY DETAILS	1. PROPRIETORSHIP FIRM (TRADE LICENCE)
			2. PARTNERSHIP FIRM (PARTNERSHIP DEED, TRADE LICENCE)
			3. LTD. COMPANY (INCORPORATION CERTIFICATE, TRADE LICENCE)
			4. SOCIETY (SOCIETY REGISTRATION COPY, TRADE LICENCE).
			5. POWER OF ATTORNOY
III	CREDENTIAL	CREDENTIAL	SIMILAR NATURE OF WORK DONE & COMPLETION CERTIFICATE & OTHER DOCUMENTS WHICH IS APPLICABLE FOR ELIGIBILITY IN THIS TENDER.

A.5.2. Tender Committee (TC)

- i. Tender Committee constituted by Transport Department, Government of West Bengal will function as Tender Committee for determination technically qualified contractors.
- ii. **Opening of Technical Bid :-**
Technical bid will be opened by the Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited along with his authorized representative on behalf of Director, Flying Training Institute, C / o Transport Department, Government of West Bengal electronically from the web site using their Digital Signature Certificate.
- iii. Cover (folder) statutory documents (vide Cl. No. A.5.1.1) will be opened first & if found in order, cover (Folder) for non statutory documents (vide Cl. No. – A.5.1.2) will be opened. If there is any deficiency in the statutory documents the tender will be summarily rejected.
- iv. Decrypted (transformed in to readable formats) documents of the statutory and non-statutory covers will be downloaded & handed over to the tender evolution committee.
- v. Uploading of summary list of technically qualified bidders will be made.
- vi. Pursuant to scrutiny & decision of the Tender committee the summary list of eligible bidders & the serial number of work for which their proposal will be considered will be uploaded in the web portals.
- vii. During evaluation the Tender Committee may summon any of the bidders & seek clarification/ information or seek additional documents or original hard copy of any of the documents already submitted & if these are not produced within the stipulated time frame, their proposals will be liable for rejection.

A.5.3 Financial proposal

The financial proposal should contain the following documents in one cover (folder) i.e. Item rate of Bill of Quantities (BOQ). The bidder shall quote their rate in enclosed format online through computer in the space marked for quoting rate in the BOQ. Quoting rate in any other form or in any other document will render the tender liable to be summarily rejected.

Note: Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

A.6. Penalty for suppression / distortion of facts:

Submission of false document by bidder is strictly prohibited & if found bid will be considered as non- responsive and out rightly rejected with forfeiture of Earnest Money and action may be referred to the appropriate authority for prosecution as per relevant Rules.

A.7. Rejection of Bid:

The tender inviting authority reserves the right to accept or reject any Bid and/ or to cancel the Bidding processes and reject all Bids at any time prior to the award of Contract without thereby incurring any liability to the affected Bidder/ Bidders or any obligation to inform the affected Bidder or Bidders of the ground for such action from tender inviting authority.

A.8. Opening of Financial Bid :

A.8.1. Financial Bid will be open by the Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of Director, Flying Training Institute, C / o Transport Department, Government of West Bengal along with his authorized representative electronically.

A.9. Award of Contract :

A.9.1. The Bidder whose Bid has been accepted will be notified by the Tender Inviting Authority. The notification of award will constitute the formation of the Contract.

The Agreement in tender document with incorporation of all the required documents, i.e., NIT including all its agenda & corrigendum, **Section- A**(Instruction to Bidders), **Section- B**(Form-I) and Financial Offer on item rate of Bill of Quantities (BoQ) **will be executed between the Director, FTI and the successful Bidder.**

A.9.2. The Tender Accepting Authority will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question and may declare the firm ineligible, either indefinitely or for stated period of time, for awarding contract by the Director, FTI, Government of West Bengal.

A.9.3. In this contract, there is no provision of:
Price escalation / Price adjustment and Price preference for the period of contract.

Sd/-
(Anup Kr. Chattopadhyay)
Chief Engineer, WBTIDC Ltd.
on behalf of Director, Flying Training Institute,
C / o Transport Department, Government of West Bengal

SECTION – B

FORM –I

B.1. PRE-QUALIFICATION APPLICATION

To
The Chief Engineer
West Bengal Transport Infrastructure Development Corporation Limited.
on behalf of Director, Flying Training Institute,
C / o Transport Department, Government of West Bengal
E.M. Bye-Pass & Rashbehari Connector Intersection
(C.S.T.C. Kasba Depot Compound),
Kolkata - 700107

Ref:- Tender for _____

(Nameofwork)

e-N.I.T. No.: _____ (Sl. No. _____) of 2016-17 of Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of Director, Flying Training Institute, C / o Transport Department, Government of West Bengal.

Dear Sir,
Having examined the Statutory, Non statutory, Instruction to Bidders & NIT documents along with its Agenda & corrigendum, I /we hereby submit all the necessary information and relevant documents for evaluation.

The application is made by me / us on behalf of _____ In the capacity _____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting & Accepting Authority can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority reserve the right to reject any application without assigning any reason.

Enclo:- e-Filling:-

- 1. Statutory Documents
- 2. Non Statutory Documents

Date: -

Signature of the bidder including title
and capacity in which application is made.

N.B : - THIS APPLICATION MUST BE MADE IN THE LETTER HEADED PAD OF THE FIRM IN WHICH APPLICATION IS MADE, CLEARLY MENTIONING THE ADDRESS AND CONTACT NUMBER OF THE FIRM.