

WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

(A Government of West Bengal Enterprise under Micro, Small and Medium Enterprises and Textile Department)

12, B.B.D.Bag, Kolkata – 700 001

Website: wbkvib.org.in/Web Portal: banglarkhadi.in

Memo No: 1723 /ENGG/07/MISC(Part-I)/2022-23

Date: 30/11/23

**EXPRESSION OF INTEREST NO. WBKVIB/CEO/EOI/57/2023-24 OF
CHIEF EXECUTIVE OFFICER WEST BENGAL KHADI & VILLAGE
INDUSTRIES BOARD**

- 1) The Chief Executive Officer, Khadi & village Industries Board, invites-tender for the work detailed in the table below which are to be executed through Engineering Section of WBKVIB.: -

Name of Work	Expression of Interest for Internal Audit in W.B. Khadi & Village Industries Board, at 12 BBD Bag, Kolkata- 700001.
Estimated Amount (₹)	To be Quoted (Including all Taxes, GST, Cess etc.)
Earnest Money (₹) (Positively submit the DD physically before opening of Technical Bid at WBKVIB Head Office)	₹ 6,000/- in favour of "WEST BENGAL KHADI AND VILLAGE INDUSTRIES BOARD" payable at Kolkata
Fees of Tender Documents Non-Refundable (₹)	Nil
Period of Completion	30 Days from date of Work Order
Name of Concerned District	Kolkata(700001)
Defect Liability Period for the purpose of Clause 10	01 (One) Year
Eligibility of Bidder	Bonafide, resourceful, experienced and reliable, C.A. Firm having substantial experience at least 10 (Ten) years in work like Internal Audit in different Government Organization and P.S.U. to execute the Internal Audit in WBKVIB.

Note:

- In the event of e-filing intending bidder may download the tender document from the website, <https://wbtenders.gov.in> indirectly by the help of Digital Signature Certificate & necessary Earnest Money.
- Intending Tenderer will not have to pay the cost of tender documents for the purpose of participating in e-tendering, but the successful **L1 (Lowest) Bidder** will have to pay the cost of tender documents of 2 (two) sets as per notification no. 199-CRC/2M-10/2012 Dated: - 21/12/2012 and notification no.- 452-A/PW/0/10C-35/10 Dated: - 26/07/2011 of secretary PWD Govt. of West Bengal.

◆ **DATE & TIME SCHEDULE:**

Sl No.	Particulars	Date & Time
2	Documents download start date (online)	30-11-2023 from 02.00 pm onwards
3	Documents download end date (online)	11-12-2023 up to 02.00 pm
4	Online Bid Submission Start Date & Time	30-11-2023 from 02.00 pm onwards
5	Online Bid Submission Last Date & Time	11-12-2023 up to 02.00 pm
6	Time & Date of Opening of Technical Bid (Bid will be opened by Authorized Officer)	14-12-2023 from 02.00 pm onwards
7	Date of Opening of Financial Proposal (Online)	To be notified.

2) **Documents to be submitted online for Technical Bid:**

- A. Income Tax Return (For last 3 years)
- B. Balance Sheet (For last 3 years)
- C. Pan Card.
- D. Latest professional Tax Paid Challan & P-Tax Enrollment Certificate, Professional Tax Payment Certificate.
- E. Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017 & Latest GST Return in Form No. 3B.
- F. Latest Valid Trade License.
- G. Work Order along with Payment Certificate, Completion certificate for the work in technical credential.
- H. Registered Partnership Deed, if applicable.
- I. The Power of Attorney for signing the tender by partner.

3) **Other terms and conditions:**

- A. Intended participate firm should have at least 4 (four) chartered accountant with sufficient experience in firm.
- B. Pan Card, Professional Tax receipts Challan for the Year 2021-22, Current GSTIN registration Certificate along with current GST payment receipt to be accompanied with the Technical Bid document. Income Tax (SARAL) Acknowledgement Receipt for assessment year (2021-2022) to be submitted.
- C. The Working Capital shall not be less than 15(Fifteen) percent of the amount put to tender out of which minimum 10% shall be of applicant's own resource.
- D. Issuance of work order as well as payment will depend on availability of fund and no claim whatsoever will be entertained for delay of Issuance of work order as well as payment, if any. Intending tenderers may consider these criteria quoting their rates.
- E. Full security deposit shall be refunded to the firm on expiry of One Year from the actual date of completion of the work.
- F. Adjustment of price (increase or decrease): - No escalation of cost will be allowed even in extension period of time, granted by WBKVIB.
- G. Security deposit @ 8% will be deducted from the running bill till completion of the work.
- H. Security deposit & Earnest Money Deposit will be released after 1(one) year from the date of completion of the work and recommendation of Project Engineer.
- I. The Chief Executive Officer, WBKVIB reserves the right to cancel the EOI due to unavoidable circumstances and no claim in this respect will be entertained.
- J. Before issuance of the work order, the tender inviting authority, may verify the credential & other documents of the lowest tenderer if found necessary. After verification, if it is found that such documents submitted by the lowest tenderer is or false in that case, work order will not be issued in favor of the tenderer under circumstances.
- K. The intending tenderers are required to quote the rate online only. No offline tender will be entertained.
- L. No CONDITIONAL / INCOMPLETE TENDER will be accepted under any circumstances.
- M. In case of Quoting rates, no multiple lowest rates will be entertained by the Department.
- N. 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: -

The eligibility of a bidder will be ascertained on the basis of the self-attested documents in support of the minimum criteria as mentioned in a, b, c above, and the declaration executed through prescribed affidavit in non-judicial stamp paper of appropriate value duly notarized in Annexure -X. if any document submitted by a bidder is noticed either manufacture or false, in such cases the eligibility of the bidder/ tenderer will be out rightly rejected at any stage without any prejudice. The bidder would also be liable for the criminal proceeding as per law.

N.B.- All the above documents are to be submitted in separate .pdf file properly named with a forwarding letter in company letter head pad addressed to the CEO, WBKVIB listing all the documents submitted online. The letter head must contain full address telephone no / Mobile No. and e-mail ID.No other papers are required.

