



**WEST BENGAL MEDICAL SERVICES CORPORATION LTD.**  
(Wholly owned by the Government of West Bengal)  
**Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata-700 091.**

**NOTICE INVITING TENDER DOCUMENTS FOR**

***DISPOSAL OF LEGACY WASTES MIXED UP WITH BIO-MEDICAL WASTE DISPOSALS  
AT ALIPURDUAR DISTRICT HOSPITAL, ALIPURDUAR , WEST BENGAL***

**(BID Reference No.: WBMSCL/ NIT-290/2025, Dated- 12/04/2025)**

## WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED

(Wholly Owned by the Government of West Bengal)

Registered Office: Swasthya Sathi, GN-29, Sector-V, SaltLake, Kolkata-700091

Phone: 033-4034-0300 Email: [info@wbmsc.gov.in](mailto:info@wbmsc.gov.in) website: [www.wbmsc.gov.in](http://www.wbmsc.gov.in)

I.T.B. No.: WBMSCL/ NIT-290/2025

Dated: 12/04/2025

Managing Director, West Bengal Medical Services Corporation Limited, Swasthya Sathi, GN-29, Sector-V, Kolkata - 700 091, invites e-tender for the works detailed in the table below

(Submission of Bid through online)

Sl. No.	Name of the work	Earnest Money (Rs.)	Time of Completion	Name & address of the Office
	<b>DISPOSAL OF LEGACY WASTES MIXED UP WITH BIO-MEDICAL WASTE DISPOSALS AT ALIPURDUAR DISTRICT HOSPITAL, ALIPURDUAR, WEST BENGAL</b>	4.50 LACS	60 (SIXTY) days	Managing Director, West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN29, Sector -V, Salt Lake, Kolkata-700091

### **GENERAL CLAUSE OF NIT : TWO BID SYSTEM**

1.0 This NIT is of Two Bid Tender, i) Technical & ii) Financial, both to be submitted concurrently in the portal.

The bidders who will be technically qualified in respect to Technical and Financial eligibility/capability criteria specified in the below mentioned subsequent clause can only be permitted to participate in the Financial Bidding.

### **TENDER DOCUMENT**

2.0 In the event of e-filing intending bidder may download the tender document from the website directly by the help of his Digital Signature Certificate & upload the same with other documents along with necessary Earnest Money electronically. Where an individual person holds a digital signature certificate in his own name duly issued to him by the company or the firm of which he happens to be director or partner, such individual person either belonging to and appropriate cadre officer of the company or an authorized partner of a firm, shall invariably upload a copy of Registered power of attorney showing clear authorization in his favour, to upload such tender. The power of attorney shall have to be registered in accordance with the provisions of the Registration Act, 1908.

- Dully filled in copies of Section – II (Forms I to V) and Annexure A, B & C in prescribed proforma with proper dated signature in the relevant spaces to be uploaded electronically. **Documents in support of the information furnished in Forms I to V and Annexure A, B & C must be attached/uploaded for evaluation and the file number & page number has to be indicated in the respective column of the Form.**
- Digitally signed Technical Bid and Financial Bid both to be submitted concurrently in the website <https://wbtenders.gov.in>. Tender Document may be downloaded from the website. Submission of Technical Bid & Financial Bid as per the date and time Schedule stated in Sl. No. 09 of this NIT. The documents submitted by the bidders should be properly indexed.

### **Terms & Conditions**

- a) For contract value exceeding 2.5 lakh deductions of TDS on GST is mandatory.
- b) Quoted rate must be inclusive of GST.
- c) Bidder Qualifications: The bidder must provide proof of credentials and relevant experience in the following domains:

**Bio Medical Waste Disposal system:** This includes collection, storage, transport treatment and disposal of bio medical waste.

- d) Work Order and Completion certificate must be submitted as credential. Completion Certificate should contain i) Name of work, ii) Name of Agency, iii) Amount put to tender, iv) Tender No, v) Percentage of completion vi) Date of completion, vii) Gross value of the work done certified. Payment Certificate will not be treated as Credential. During Tender evaluation process bidder may be asked to produce original credential documents for verification. **(Completion certificate issuer not below the rank of Executive Engineer / District ranking officer/ General Manager/ Head of the Govt. Institution) .**
- e) The prospective bidders must have minimum 3 years continuous experience in such type of field in State/ Central Govt., State /Central Govt. undertaking/ Statutory Bodies Constituted under the Statute of the Central / State Govt hospitals with complete adherence to Bio Medical Waste Management rules, 2016 and subsequent amendment thereafter. The credential(s) of satisfactory completion as a prime agency during the last 3(three) years from the date of issue of this Notice.
- f) **The prospective bidders must have a Registered Office within the West Bengal (details to be submitted with the full satisfaction of the tender inviting authority) otherwise candidature will be cancelled.**
- g) Valid up to date clearance of Income Tax return / GST Registration Certificate/ Professional Tax Enrolment/latest Deposit Challan / P.T. (Deposit Challan) / Pan Card / Valid Trade License / Voter ID Card for self- identification to be accompanied with the Technical Bid Documents, Income Tax Acknowledgement Receipt to be submitted as per ITB Sec-1.
- h) The contractors who have been delisted or debarred by any government department shall not be eligible in anyway.
- i) Joint venture will not be allowed to participate in the above NIT.
- j) A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.
- k) Where there is a discrepancy between the unit rate & the line-item total resulting from multiplying the unit rate by the quantity, the unit rate quoted shall govern.
- l) Prevailing safety norms has to be followed so that LTI (Loss of time due to injury) is zero.
- m) No mobilization /secured advance will be allowed.
- n) Agencies shall have to arrange land for erection of Plant & Machineries, storing of materials, labour shed, laboratories within the West Bengal at their own cost and responsibility if required.
- o) Constructional Labour Welfare Cess @ 1 % (one percent) of the cost of construction will be deducted from every bill of the selected agency. GST, Royalty & all other Statutory Levy / Cess will have to be borne by the contractor as/if applicable. As the rates in the Schedule of rate are inclusive of GST & Cess as stated above.

- p) Payment will be made after getting the work done certificate & recommendation from the respective Site Engineer.
- q) The work is of URGENT in nature and agency entrusted for it shall have to complete the work within stipulated time without any failure.
- r) Refund of EMD: The Earnest Money of all the unsuccessful bidders, deposited online, shall be refunded in accordance with the Memorandum of the Finance Department vide No. 3975-F(Y) dated 28th July, 2016.
- s) Exemption of Payment of Earnest Money (EMD) for MSME is not applicable for Works Contracts as per Finance Dept. Notification no 4245-F(Y) dated 28/05/2013. EMD to be furnished in case of MSME for participating in this Tender.
- t) Penalty for suppression / distortion of fact. Submission of false document by tenderer is strictly prohibited & if found action may be referred to the appropriate authority for prosecution as per relevant IT Act with forfeiture of earnest money forthwith.
- u) The Earnest Money may be forfeited if ; -
  - i) If the Bidder withdraws the Bid during the period of Bid validity.
  - ii) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
  - iii) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were uploaded & digitally signed by the Bidder are incorrect /manufactured / fabricated.
- v) The successful Bidder shall have to execute Formal Agreement with Managing Director, West Bengal Medical Services Corporation Limited within 7(Seven) days from the issuance of Provisional Work order.
- w) Bank guarantee shall be accepted for the purpose of the security.
- x) No additional claim will be entertained due to Government imposed restriction or for any other circumstances.

### **A. Tender Process**

1. In the event of e-filing, intending bidder may download the tender documents from the website: <http://https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary Earnest Money will be deposited by the bidder electronically online through his net banking enabled bank account, maintained at any nationalized bank by generating NEFT/RTGS challan from the e- tendering portal and also to be documented through e-filing.

As per G.O. No. 1592 – F(Y) dated. 20.03.2014 of the Finance Dept. Of Govt. of West Bengal, in case of e-tendering, EMD/Bid security will have to be submitted as soft copy (scanned copies of the originals) along with the tender for instruments and in case of deposit of money it should compulsorily be deposited on – line by the bidders. The L1 bidder will submit the hard copy of the documents to the tender inviting authority with his acceptance letter of the LOI within specified time as mentioned in the letter of acceptance. Failure to submit the hard copy with the acceptance letter within the time period prescribed for the purpose may be construed as an attempt to disturb the tendering process and dealt with accordingly legally including blacklisting of the bidder.

2. Both Technical bid and Financial Bid are to be submitted concurrently duly signed digitally in the website <https://wbtenders.gov.in>

3. Dully filled in copies of Section – II (Forms I to V), Annex-A: Mandate Form for e-payment in prescribed proforma with proper dated signature in the relevant spaces to be uploaded electronically.

**Documents in support of the information furnished in Forms I to V, must be attached/uploaded for evaluation and the file number & page number has to be indicated in the respective column of the Form.**

4. i) On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.  
ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.  
iii) The EMD of the bidders disqualified at the technical evaluation will be refunded through an automated process to the respective bidders' bank accounts from which they made the payment transaction.
5. The Financial Offer of the prospective Tenderer will be considered only if the Tenderer qualifies in the Technical Bid. The decision of the Managing Director, WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED will be final and binding on all concerned and no challenge against such decision will be entertained.
6. In case of inadvertent typographical mistake found in the Specific Price Schedule of Rates i.e. Bill of Quantity (BOQ), the same will be treated as to be so corrected as to conform with the prevailing relevant Technically Sanctioned Estimate.
7. Running payment for work may be made to the executing agency as per availability of fund. The executing agency may not get a running payment unless the gross amount of Running Bill stands atleast 30% (thirty percent) of the tendered amount.
8. Bids shall remain valid for a period not less than 180 (one hundred eighty) days from the date of opening of the Financial Proposal. However, extension of bid validity may be suitably considered by the Tender Inviting Authority, if required, subject to obtaining a written confirmation of the contractor/bidder(s) to that effect

9. Important Information:

DATE AND TIME

SCHEDULE:

Sl. No.	Particulars	Date & Time
1	Date of uploading of e-NIT Documents (online)(Publishing Date)	14.04.2025 at 09:00 a.m.
2	Tender documents download start date (online)	14.04.2025 at 10:00 a.m.
3	Date of Pre-Bid Meeting with the intending bidder in the office of the WBMSCL	23.04.2025 at 12:00 p.m.
4	Bid proposal submission start date (online)	29.04.2025 at 10:00 a.m.
5	Technical & Financial Bid proposal Submission end date(online)	06.05.2025 at 11:00 a.m.
6	Bid opening date of Technical evaluation (online)	08.05.2025 at 11:00 a.m.
7	Uploading list of Technical Bid (Online)	To be notified later
8	Bid opening date of Financial proposal	To be notified later

10. Cost of Tender Documents: **NIL** (As per Notification of the Secretary, Public Works Department, CRC Branch, Government of West Bengal vide No. 199-CRC/2M-10/2012 dated: 21/12/2012 communicated by the Technical Secretary, Public Works Department, Government of West Bengal that the intending tenderers shall not have to pay the cost of tender documents for the purpose of participating in e- tendering.)
11. Earnest Money: A bidder desirous of taking part in the Tender shall login to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login ID and password. He will select this tender to bid and initiate payment of pre-defined EMD/Tender Fees for this Tender by selecting form either of the following payments modes: (i) Net Banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment gateway (ii) RTGS/NEFT in

case of offline payment through bank account in any Bank, as mentioned as per Memorandum No.3975-F(Y) dated 28th July, 2016 or as per any latest memorandum issued by Finance Department, Gov. of West Bengal.

Schedule of Refund of Earnest Money deposit received online through e-Tender portal will be as per Memo. No. 441-F(Y) dated 27<sup>th</sup> January, 2020 issued by Finance Department, Gov. of West Bengal. For other process Memorandum No.3975-F(Y) dated 28th July, 2016 or any latest memorandum issued by Finance Department, Gov. of West Bengal will be followed.

Security Deposit shall amount to 10% of the value of works executed or as per Latest Order/Memo of Finance Dept., Gov. of West Bengal will be followed. The earnest money of the successful bidder (being converted to security deposit) deposited, will remain under the custody of the department till satisfactory completion of the work in full including extended quantity if ordered for. Besides this, necessary percentages shall be deducted from the progressive bids so as to make it 10% (Ten percent) of the value of work billed for or as per Latest Order/Memo of Finance Dept., Gov. of West Bengal will be followed.

12. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings 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, before submitting the offer with full satisfaction. The cost of visiting the site shall be at his own expense.
13. The intending Bidders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the Department. The Managing Director, WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED reserves the right to reject any or all the application(s) for purchasing Bid Documents and/or to accept or reject any or all the offer(s) without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Tenderer at the stage of Bidding.
14. The intending bidders are required to quote the rate online only. No offline tender will be entertained.
15. If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidders.
16. Contractor shall have to comply with the provisions of (a) the contract labour (Regulation Abolition) Act. 1970 (b) Apprentice Act. 1961 and (c) minimum wages Act. 1948 and any other notification therefor any other laws relating thereto and the rules made and order issued there under from time to time.
17. During the scrutiny, if it comes to the notice of the tender inviting authority that the credential(s) and/or any other paper(s) of any bidder is / are incorrect/ manufactured/fabricated, that bidder(s) will not be allowed to participate in the tender and that application will be rejected outright.
18. The Managing Director, WBSMCL reserves the right to cancel the N.I.T. or issue corrigendum notices to the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
19. List of "Technically Qualified Bidders" will be published in the web portal only. Financial Bid will be opened within a short period after such publication. Therefore, Bidders are requested to view the tender status on a regular basis.
20. In case of any objection regarding prequalifying an Agency, that should be lodged to the Managing Director, WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED within 1(one) day from the date of publication of the list of qualified agencies and beyond that time schedule no objection will be entertained.
21. Before issuance of the work order, the tender inviting authority may verify the credential(s) and/or other document(s) of the lowest tenderer, if found necessary. After verification, if it is found that the



document(s) submitted by the lowest tenderer is/are either manufactured or false, the work order will not be issued in favour of the said Tenderer.

22. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence; -

- a) Notice Inviting Tender
- b) Special Terms and Conditions
- c) Financial Bid
- d) Schedule of Works

All works covered in the clause appearing hereinafter shall be deemed to form a part of the appropriate item or items of works appearing in the work schedule whether specifically mentioned in any clause or not and the rates quoted shall include all such works unless it is otherwise mentioned that extra payment will be made for particular works.

23. Schedule of Rates applicable for execution of the work :As quoted in Form-V with approved quoted rates.
24. As per memorandum no. 4608-F(Y) dated.18.07.2018 of Finance Department Govt. of West Bengal, the successful bidder will have to submit Additional Performance Security @10% of the tendered amount, if the accepted bid value is 80% or less of the estimated amount put to tender. The Additional Performance Security shall be submitted in the form of Bank Guarantee from any Scheduled Bank before issuance of the Work Order. If the bidder fails to submit the Additional Performance Security within seven working days from the date of issuance of Letter of Acceptance, his Earnest Money will be forfeited and other necessary actions as per NIT like blacklisting of the contractor, etc, may be taken. The Bank Guarantee shall have to be valid upto end of the Contract Period and shall be renewed accordingly, if required. The Bank Guarantee shall be returned immediately on successful completion of the Contract. If the bidder fails to complete the work successfully, the Additional Performance Security shall be forfeited at any time during the pendency of the contract period after serving proper notice to the contractor. Necessary provisions regarding deduction of security deposit from the progressive bills of the contractor as per relevant clauses of the contract shall in no way be altered/affected by provision of this Additional Performance Security.

Intending tenderers are required to submit online attested/self-attested photocopies of valid enlistment renewal certificate, valid partnership deed (in case of partnership firm), current Professional Tax Deposit Challan / Professional Tax Clearance Certificate, PAN Card, Trade License from the respective Municipality, Panchayet etc. (in case of S & P Contractors only), as per A. Terms & Conditions and ITB Section-1 of this NIT. [Non statutory documents]

**The partnership firm shall furnish (a) Registration Certificate from Register of firms along with certified copy of Form-VIII issued under Indian Partnership Act, 1932, & (b) partnership deed shall have to be either Notarized / registered from ADSR and the company shall furnish (a) Incorporation Certificate & CIN (b) the Article of Association and Memorandum. (Non Statutory Documents).**

**A prospective bidder shall be allowed to participate in the particular job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all of his/their bids will be considered as nonresponsive for that job, without assigning any reason thereof. And If individual entity is found to be present in more than one bidding firm for a specific SI as a Proprietor or / and Partner / or POA (Power of Attorney), in that case all the bids of the respective firms containing that particular entity shall be considered as non-responsive.**



**The intending tenderer is required to quote the rate in figures as well as in words as per with the relevant price schedule of rates as per the FORM-V in Section-II**

**Conditional / incomplete quotation will not be entertained.**

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 this criterion while quoting their rates.

If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he shall be disqualified from submitting tender to WEST BENGAL MEDICAL SERVICES CORPORATION LTD. for a minimum period of 1 (one) year.

Tax and other deductions shall be made as below:

- i) GST will be deducted as applicable.
- ii) Cess @ 1% (One Percent) of the cost of construction works will be deducted from the bills of the contractors on all contracts awarded on or after 01.11.2006 in pursuance with G.O. No. 599A/4M- 28/06 dated 27.09.2006.
- iii) 2% (Two percent) Income Tax of the cost of executed work will be deducted from the bill.
- iv) Necessary percentage for the Security Money deposit will be deducted from the progressive bills in addition to the earnest money to make a total deposit of 10%(Ten Percent) of the value of work executed. The earnest money (being converted to security deposit) deposited, will remain under the custody of the department till satisfactory completion of the work in full including extended quantity if ordered for.

'25 - If the contractor or his workmen or servants or authorized representatives shall break, deface, injure, or destroy any part of building, in which they may be working, or any building, road, road-curbs, fence, enclosure, water pipes, cables, drains, electric or telephone posts or wires, trees, grass or grassland or cultivated ground contiguous to the premises, on which the work or any part of it is being executed, or if any damage shall happen to the work from any cause whatsoever or any imperfection become apparent in it at any time whether during its execution or within a period of three months or one year or three years or five years, as the case may be (depending upon the nature of the work as described in the explanation appended hereto) hereinafter referred to as the Defect Liability Period, from the actual date of completion of work as per completion certificate issued by the Engineer-in-Charge, the contractor shall make the same good at his own expense, or in default, the Engineer-in-Charge may cause the same to be made good by other workmen and deduct the expense (of which the certificate of the Engineer-in-Charge shall be final and binding on all concerned) from any sums, whether under this contract or otherwise, that may be then, or at any time thereafter become due to the contractor from the Government or from his security deposit, either full, or of a sufficient portion thereof and if the cost, in the opinion of the Engineer-in-Charge (which opinion shall be final and conclusive against the contractor), of making such damage or imperfection good shall exceed the amount of such security deposit and/or such sums, it shall be lawful for the Government to recover the excess cost from the contractor in accordance with the procedure prescribed by any law for the time being in force.- Provided further that the Engineer-in-Charge shall pass the "Final Bill" and certify thereon, within a period of thirty days with effect from the date of submission of the final bill in acceptable form by the contractor, the amount payable to the contractor under this contract and shall also issue a separate completion certificate mentioning the actual date of completion of the work to the contractor within the said period of thirty days. The certificate of the Engineer-in-Charge whether in respect of the amount payable to the contractor against the "Final Bill" or in respect of completion of work shall be final and conclusive against the contractor. However, the security deposit of the work held with the Government under the provision of clause 1 hereof shall be refundable to the contractor in the manner provided here under:-

(a) For work with three months Defect Liability Period:

- i) Full security deposit shall be refunded to the contractor on expiry of three months from the actual date of completion of the work.

(b) For work with one-year Defect Liability Period:

- i) Full security deposit shall be refunded to the contractor on expiry of one year from the actual date of completion of the work.

## **B. Successful tenderers will be required to observe the following conditions strictly:**

- a. Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and Employees State Insurance Act, 1948 should be strictly adhered to wherever such Acts become applicable.
- b. Minimum wages to the workers shall be paid according to the rates notified and/or revised by the State Government from time to time under the Minimum Wages Act, 1948 in respect of scheduled employments, within the specified time as per law. Payment of bonus, wherever applicable, has to be made.
- c. Adequate safety and welfare measures must be provided as per the provisions of the Building and other Construction Workers' (Regulation of Employment & Conditions of Service) Act, 1996 read with West Bengal Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules, 2004.
- d. All liabilities arising out of engagement of workers are duly met before submission of bills for payment.

If there is any violation of any or all the relevant above criterion during execution of the job, it will render the concerned agencies ineligible for the work then and there or at any subsequent stage as may be found convenient.

## **C. Additional Terms and Conditions:**

**Eligibility Criteria for the work of "DISPOSAL OF LEGACY WASTES MIXED UP WITH BIO-MEDICAL WASTE DISPOSALS AT ALIPURDUAR DISTRICT HOSPITAL", ALIPURDUAR, WEST BENGAL**

1. The Bidder Average Annual Turnover for last Three Financial years (FY 2021-2022, FY 2022-2023, FY 2023-2024) shall be at least Rs. 75 lac supporting documents duly certified by Chartered Accountant/ Cost Accountant with valid UDIN No. to be uploaded.
2. The bidder to produce credentials of a critical hazardous waste or mixed legacy waste comprising of biomedical, hazardous disposal credentials for large quantities.. Supporting documents to be uploaded.
3. Work order & completion certificate from competent authority of Corporate Organization(not below the rank of Manager)and payment certificate duly certified by the Chattered Accountants/ Cost accountant as with valid UDIN no. to be uploaded.
4. The Bidder must submit valid Pan Card, authorizations as applicable; GST Certificate should be uploaded along with the bid for proof of this.
5. Bidder of must provide Escalation Matrix of mobile numbers and valid e-mail id for service support.
6. TheBiddermustsubmitadeclarationintheirletterheadthattheyhavenotbeendebarredbyany Govt.agencies/Govt.Dept./QuasiGovt.Dept/PSUorsimilarorganization.IfanyGovt.agencies/ Govt. Dept. / Quasi Govt. Dept/PSU or similar organization banned the bidder in the past, in that case the bidder will not be eligible.
7. 100% payment will be made on confirmation of the completion of work in all respect.
8. Lifting of 100% of the total quantity should be executed/ completed within 15 days from the date of issuance of work order.
9. Rate should be quoted inclusive of all taxes, duties, packing, transportation, loading, unloading, testing of soil, soil top layer excavation.
10. The tenderers are advised to note the qualification criteria specified to qualify for

award of the contract

11. Tenders of only those tenderers who fulfill the Terms and Conditions will be considered for evaluation.
12. Eligible Tenderers Interested may obtain further information from the Office of the Managing Director, West Bengal Medical Services Corporation Limited, SwasthyaSathi, GN-29, Sector-V, Salt Lake, Kolkata a- 700091
13. Tender documents (and additional copies) may be downloaded in the e-portal in the mentioned web link <https://www.wbmssc.gov.in/>
14. The bid document is meant for the information & guidance of the bidder and as such it shall not be enclosed along with the bid to be submitted.
15. The fee component of EMD transferred by way of net banking to the designated bank account, details of which are provided in <https://www.wbtenders.gov.in> shall be refunded to the designated bank account of the unsuccessful bidders, upon submission of Performance Security by such Selected Bidder. The Bank Guarantee component of the EMD in favour of WBMSCL will be returned to the unsuccessful bidders, duly discharged, at the earliest upon submission of Performance Security by the Selected Bidder.
16. No Insurance charges are payable as per rules. As such the firms shall take into consideration while quoting all the risk to furnish their rates covering the insurance charges also.
17. a) The tenderer shall possess the capability to collect, transport, treat and dispose the waste in accordance with Hazardous Waste Management rules 1988 & BMW Rules, amended in 2016. (Bio Medical Waste)  
b) The waste should be transported by covered leak proof truck mounted container and complying with other relevant norms
18. The tenderer shall provide all infrastructure facility necessary for storage of waste in the concern Hospitals prior to shifting from the hospital tab.
19. The tenderer shall ensure that mixed waste shall be lifted in the stipulated time as per the signed agreement.
20. a) The Waste should be weighed separately on Weigh Bridge nearest to the loading site in presence of site Engineer, WBMSCL & authorized representative of District Level Monitoring Committee, Alipurduar District.  
b) The bidder shall be required to establish bar coding and GPS for handling of legacy bio medical waste and to share the GPS coordinate with WBMSCL  
c) The bidder will provide the necessary infrastructure for implementing the bar code system including bar code label, printer, sticker etc.  
d) The bidder will also responsible for ensuring occupational safety of all workers involved in handling of bio medical waste by providing appropriate and adequate persons protective treatments
21. WBMSCL will not be held responsible for the damage, which can occur from time to time to the equipment or personnel during the entire process of collection, transport and disposal.
22. WBMSCL will not be responsible for any violation of rules and regulations committed

by the contractor

23. The tenderer of the facility shall collect the waste in the closed containers in accordance with the BMW rules and transport in labeled containers.
24. The tenderer shall ensure the facility to take all precautionary steps to avoid leakage/spillage of waste from the site of collection, during transportation to storage area, etc. Storage area shall be properly protected and fenced according to the rules specified.
25. The tenderer will be responsible for all incidental and accidental cost incurred for collection, transportation and disposal.
26. Completion certificate should contain

Name of work, ii) Name of Agency, iii) Amount put to tender, iv) Tender No, v) Schedule month and year of commencement and completion as per the work order, vi) actual date of completion, vii) Gross value of the work done as per final bill.

27. Payment will be made after getting the work done certificate & recommendation from the respective Site Engineer and availability of fund.
28. Joint venture/ consortium will not be allowed to participate in the above NIT.
29. Prevailing safety norms has to be followed so that Loss of time (LTI) due to injury is zero.
30. No mobilization /secured advance will be allowed.
31. Agencies shall have to arrange necessary Machineries, closed containers, manpower, etc. for lifting of waste at their own cost and responsibility.
32. The work is of URGENT in nature and agency entrusted for it shall have to complete the work within stipulated time without any failure.
33. The time of completion of all scope should be within 60(sixty) days from the issue of Work Order. Another one month will be allowed for subsequent cleaning of the surface.
34. The waste should be transported by covered leak proof truck mounted container and complying with other relevant norms.
- 35. Penalty should be on delay of work @10% per month on tendered /quoted amount and part delay will be assessed on "pro-rata" basis.**
36. The bidder should have sufficient capacity to treat this waste within the stipulated time periods.
37. The bidders would be required to submit any reports/records as mandated by the appropriate pollution control boards/ authorities from time to time.
38. The bidders shall be open for inspection of its waste treatment and disposal facilities by a designated team of WBMSCL, in order to ascertain its compliance with the provision mention in the Bio Medical Waste Management rule 2016 and subsequent amendments and compliance of the mandate of the Central Pollution Control Board (CPCB) and West Bangal Pollution Control Board (WBPCB).
39. Completion of work must be certified by District Level Committee, Alipurduar District.
40. Emission quality at plant site is to be checked by the West Bengal Pollution Control Board in conformity with the Biomedical Waste Management Rules 2016 and subsequent amendments.

# **INSTRUCTION TO BIDDERS**

## **SECTION – I**

### ***1. General guidance for e-Tendering***

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

#### **1. 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://wbtenders.gov.in> the contractor is to click on the link for e-Tendering site as given on the web portal.

#### **2. Digital Signature certificate (DSC)**

Each contractor is required to obtain a class-I, 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 Website stated in Clause-2 of Guideline to Bidder DSC is given as a USB e- Token.

#### **3. 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.**

#### **4. Participation in more than one work**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

#### **5. Submission of Tenders**

General process of submission:- Tenders are to be submitted through online to the website stated in Cl. 2 in two folders at a time for each work, one in Technical Proposal & the other is 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).

#### **6. Eligibility to Participate**

- i. Bidders must have valid trade license without which no bidder will be allowed to participate.
- ii) Bidder must have valid PAN, without which no bidder will be allowed to participate.
- iii) Bidder must have valid authorization from the West Bengal Pollution Control Board
- iv) Bidder must have adequate storage shed to store 1000 ton of waste
- v) Bidder must have **Rotary Kiln technology** based incinerator
- vi) Bidders not fulfilling the eligibility criteria need not to participate and in the event of their participation without being fulfilling the eligibility criteria, their bids will summarily be rejected.

#### **A. Technical proposal**

The Technical proposal should contain scanned copies of the following in two covers (folders)

##### **A-1. Statutory Cover file Containing**

- i) Earnest money (EMD) as prescribed in the NIT against each of the serial of work in favour of the Managing Director, West Bengal Medical Services Corporation Limited.



- ii) NIT with all Forms (Properly upload the same Digitally Signed). The rate will be quoted in the BOQ. Quoted rate will be encrypted in the B.O.Q. under Financial Bid.

#### **A-2. Non statutory / Technical Documents**

- i) Valid Certificate of registration of GSTIN under GST Act & rules.; Valid PAN card in the name of Bidder/Organization; Latest professional tax payment certificate /P. Tax (Challan)
- ii) Valid Trade License/ revalidation for Proprietorship Firm; or, Registered Partnership Deed of partnership Firm/ Article of Association & Memorandum, valid Trade License / revalidation for Partnership Firm.
- iii) Requisite Credential Certificate for completion of at least one similar nature of work as per Terms & Conditions of this NIT is to be furnished in applicable cases.
- iv) IT returns of bidder for last Three years (FY 2021-2022, FY 2022-2023, FY 2023-2024) or, Audited Profit & Loss Accounts statement of Three Financial years (FY 2021-2022, FY 2022-2023, FY 2023-2024)

**Note:- Failure of submission of any of the above mentioned documents will render the tender liable to be rejected for both statutory & non statutory cover.**

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGE 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	Sub Category Description
A.	CERTIFICATES	1.CERTIFICATES pdf 2.GST_registration_certificates.pdf 3.Valid Pan 4.P.Tax (Certificate/Challan )	5. Valid Trade License 6. Valid Certificate of GSTIN under GST Act & rules. 7. Valid PAN card in the name of Bidder/Organization 8. Latest professional tax payment certificate /P. Tax (Challan) 9. Authorization Certificate from West Bengal Pollution Control Board 10.Rotary Kiln authorization from West Bengal Pollution Control Board 11. Self declaration of storage area for estimated quantities mentioned in the tender.
B.	Company Details	Company Details –1 pdf	1. Proprietorship Firm (valid Trade License/ revalidation) 2. Partnership Firm (Partnership Deed, valid Trade License revalidation) 3. Society (Valid Society Registration certificate, valid Trade License/ revalidation) 4. For Companies (Incorporation certificate, Memorandum of Articles of ROC, List of current Owners/ Directors/ Board Members, valid Trade License/ revalidation)
C.	Credential of Work	Credential 1 pdf Credential 2 pdf	(i) Intending tenderers should produce credentials of a similar nature of single work of the minimum value of 90 Lacs during 3 (three) years prior to the date of issue of this tender notice;

			Intending tenderers should produce credentials of 2(Two) similar nature of work, each of the minimum value 60 Lac prior to the date of issue of this tender notice;
D.	Financial	Document 1 pdf Document 2 pdf Document 3 pdf	IT returns of bidder for last Three years (FY 2021-2022, FY 2022-2023, FY 2023-2024) or, Audited Profit & Loss Accounts statement of Three Financial years (FY 2021-2022, FY 2022-2023, FY 2023-2024)

**Opening of Technical proposal: -**

- i) Technical proposals will be opened by the **Managing Director, West Bengal Medical Services Corporation Limited** and his authorized representative electronically from the web site stated using their Digital Signature Certificate.
- ii) Intending tenderers may remain present if they so desire.

**Opening of Financial proposal: -**

- i) The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ): The contractor/Bidder is required to quote the financial offer/bid price or as **item rate** including all taxes (GST, Cess etc.) online through computer in the space marked for quoting rate in the BOQ of the quoted work.
- ii) Only the downloaded sheet of the above document in excel format is required to be uploaded (virus scanned & Digitally Signed) by the contractor/bidder.

**The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded &digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufactured or false, the eligibility of Bidder will be out rightly rejected at any stage without prejudiceand action will be taken as per stipulation of IT Rules in force.**

Sd/-  
**Managing Director,  
WBMSCL & Senior Special Secretary,  
H&FW Deptt.**

**Form 11: BID SECURITY (BANK GUARANTEE) FORM**

[Insert: No Bid Security is requested or The Bank shall fill in this Bank Guarantee Form in accordance with the instructions indicated.]

\_\_\_\_\_  
[Bank's Name and Address of Issuing Branch or Office]

Beneficiary: \_\_\_\_\_ [ Name and Address of WBMSCL]

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

**BID GUARANTEE No.:** \_\_\_\_\_

We have been informed that[name of the Tenderer] (hereinafter called "the Tenderer")has submitted to you its bid dated (hereinafter called "the Bid") for the execution of [name of contract] under Invitation to Bid No. [NIT number] ("the NIT").

Furthermore, we understand that, according to your conditions, bids must be supported by a bid guarantee. At the request of the Tenderer, we[name of Bank] hereby irrevocably undertake to pay any sum or sums not exceeding in total an amount of[amount in figures] ([amount in words]) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Tenderer is in breach of its obligation(s) under the bid conditions, because the Tenderer:

- (a) has withdrawn its Bid during the period of bid validity specified by the Tenderer in the Form of Bid;  
or
- (b) having been notified of the acceptance of its Bid by WBMSCL during the period of bid validity , (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the performance security. If required, in accordance with the Instruction to Tenderers.

This guarantee will expire: (a) if the Tenderer is the successful Tenderer, upon our receipt of copies of the contract signed by the Tenderer and the performance security issued to you upon the instruction of the Tenderer; or (b) if the Tenderer is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of your notification to the Tenderer of the name of the successful Tenderer; or (ii) twenty – eight days after the expiration of the Tenderer's Bid.

Consequently, any demand for payment under this guarantee must be received by us at the office on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

- (c) While issuing Bank Guarantee, issuing applicant must mention receiver's details as **ICICI Bank IFSC ICIC0001056, Branch Salt Lake Sector 5**, in BG text at which SFMS IFIN 760 message to be send by issuing bank, to establish the authenticity of given BG.

\_\_\_\_\_  
[Signature]

## **INSTRUCTION TO BIDDERS**

### **SECTION-II FORM-I**

#### **B.1. PRE-QUALIFICATION APPLICATION.**

To  
Managing Director,  
West Bengal Medical Services Corporation Limited

**Ref:-**Tender for \_\_\_\_\_  
\_\_\_\_\_ work \_\_\_\_\_  
\_\_\_\_\_

N.I.T. No: WBMSCL/NIT-290/2025, Dated – 12/04/2025 of West Bengal Medical Services Corporation Limited

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

**(c) Enclo:- e-Filling:-**

- (d) 1. Statutory Documents.
- (e) 2. Non Statutory Documents.

**Date:-**

\_\_\_\_\_  
**Signature of applicant**

Including title and capacity in which application is made.

**SECTION-II**  
**FORM-II**

**STRUCTURE AND ORGANISATION.**

**B.3.1. Name of applicant:** \_\_\_\_\_

**B.3.2. Office Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Telephone No.:** \_\_\_\_\_

**Fax No. :** \_\_\_\_\_

**E-mail ID :** \_\_\_\_\_

**B.3.3. Name & address of Bankers:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B.3.4. Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data.**

**Note:** Application covers Proprietary Firm, Partnership, Limited Company or Corporation,

**Date:**

\_\_\_\_\_  
**Signature of applicant.**

Including title and capacity in which application is made.

## SECTION-II

### FORM -III

#### EXPERIENCE PROFILE.

Name of the Firm:

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**LIST OF PROJECTS COMPLETED THAT ARE SIMILAR IN NATURE TO THE WORKS HAVING MORETHAN 75 LAC (COST) EXECUTED DURING THE LAST THREE YEARS.**

Name, Location & nature of work	Deptt. Concern	Engineer in-Charge	Contract price in Indian Rs.	% of Participation of company	Original Time Schedule		Actual Time Schedule		Reasons for delay in completion (if any)
					Start Date	Completion Date	Start Date	Completion Date	

Note: a) Certificate from the Employers to be attached

b) Non-disclosure of any information in the Schedule will result in disqualification of the firm.

Date:

\_\_\_\_\_  
**Signature of applicant**  
Including title and capacity in which application is made.

[Print out in Agency's Letter head & upload the filled proforma with digitally signed as stated below]

## **SECTION-II**

### **FORM -IV**

#### **DECLARATION BY THE TENDERER**

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed work referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

I/We declare that I/We in the capacity of individual/ as a partner of a firm not debarred in the last financial year.

I/We also agree to procure tools, plants and others as per requirement, at my/our cost required for the work.

Signature of Tenderer

**Date :**

**Name of the Firm with Seal** Postal  
address of the Tenderer



**ANNEXURE-A**  
**Mandate Form for e-Payment**

To  
The Managing Director,  
WBMSCL, Swahstya Sathi,  
Swasthya Bhawan Complex,  
GN-29, Sev-V, Salt Lake,  
Kolata - 700091

**Subject: Payment through electronic mode.**

Sir/Madam,

I/We am/are giving option for availing the facility of e-Payment. Kindly arrange to remit the amount to my /our Bank Account hereinafter. The details of my/our particulars are furnished below:

1. (a) Name of the claimant /Payee /Receipt: .....  
(Capital Letters)  
(b) Address:.....  
(c) Contact. Land Line: ..... Mobile: .....  
(d) Email Address:.....  
(e) ID No.\*\*..... Nature of ID\*\*.....  
(f) PAN No:.....
2. (a) Name of Bank: .....  
(b) Name of Bank Branch.....  
(c) Account Type: Saving /Current / Cash-Credit Account.....  
(d) Bank Account No. ( CBS allotted a/c no. ):  

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(e) Branch IFSC (11 digits):  

--	--	--	--	--	--	--	--	--	--	--	--

The Bank particulars furnished above is correct and true.

I/We hereby declare that I /We and my/ our heirs and successors accept the liability of making good to Government the overpayment, if any, made to me /us under the scheme.

I/WE hereby authorize ..... Branch (name of the Branch) of the ..... Bank to receive amount on my / our behalf for credit to my/ our account as stated above and further authorize that the receipt of credit given by the bank for the amount for my /our account shall be treated as legal quittance.

Yours faithfully,

( To be accepted by the Head of Office)

(Signature of the claimant /payee/recipient)

Signature of the Head of Office  
(Office Seal)

Date:

N.B. (a) ID No. & Nature of ID: ID No. (i) For Individual: It should be the Voter Card / Aadhar Card / PAN Card / Any other Identity card issued by State Government / Central Government / Government Autonomous Bodies /Local Bodies, (ii) For Autonomous Body /Firm/Company: Registration No./ PAN / TN Number or Trade License.

(b) Verification of Bank Particular: Copy of 1<sup>st</sup> Page of the Pass-Book along with a copy of cancelled cheque or certified by the concerned Bank Branch.

**ANNEXURE – "B"**

POWER OF ATTORNEY  
(On a Stamp Paper of relevant value)

**POWER OF ATTORNEY**  
**(On a Stamp Paper of relevant value)**

I/ We.....(name and address of the registered office) do hereby constitute, appoint and authorize Sri/Smt ..... (Name and address) who is presently employed with us and holding the position of ..... as our attorney, to act and sign on my/our behalf to participate in the tender no..... for ..... (Equipment name).

I/ We hereby also undertake that I/we will be responsible for all action of Sri/Smt..... undertaken by him/her during the tender process and thereafter on award of the contract. His / her signature is attested below

Dated this the \_\_\_\_ day of 201\_ For \_\_\_\_\_

(Name, Designation and Address)

Accepted

\_\_\_\_\_  
(Signature)

(Name, Title and Address of the

Attorney) Date: \_\_\_\_

**ANNEXURE – "C"**

**AFFIDAVIT**

**(On Non-Judicial Stamp paper of Rs. 100)**

I, \_\_\_\_\_ Son / Daughter / Wife of Shri \_\_\_\_\_

1. I am authorised signatory of the agency/firm and is competent to sign this affidavit and execute this tender document;
2. I have carefully read and understood entire tender document including all the terms and conditions of the tender and undertake to abide by them;
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
4. I/We further undertake that no case/enquiry/investigation is pending with the police/court/vigilance or any government body against the Proprietor/Partner/Director etc. as individual or against legal entity of the Company /Firm/Agency.
5. I/We further undertake that none of the Proprietor/Partners/Directors of the Agency/agency was or is Proprietor or Partner or Director of the Agency with whom the Government have banned/suspended/blacklisted business dealings.
6. I/We further undertake that our firm/company is fulfilling all the terms and conditions/eligibility criteria obvious/explicit or implied/implicit recorded anywhere in the tender document. If at any time including the currency of the Contract, any discrepancy is found relating to our eligibility or the process of award of the contract criteria, this may lead to termination of contract and/or any other action deemed fit by the Institute.

Signature of the bidder

Date:

Place:

Name:

Designation:

Seal of the Agency:

Address:

I/We do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and nothing has been concealed therein.

Deponent

## SECTION-II

## Form-V

## BOQ

**"DISPOSAL OF LEGACY WASTES MIXED UP WITH BIO-MEDICAL WASTE DISPOSALS AT ALIPURDUAR DISTRICT HOSPITAL, ALIPURDUAR, WEST BENGAL"**

**(BID Reference No.: WBMSCL/ NIT-290/2025, Dated- 12/04/2025)**

<b>SL No</b>	<b>Details of Items</b>	<b>Quantity Metric ton</b>	<b>Quoted Unit Rate inclusive of GST (if applicable) &amp; other Charges (Rs.)</b>	<b>Total Amount inclusive of GST (if applicable) &amp; other Charges (Rs.)</b>
1.1	<i>Collection of legacy waste from Alipurduar District Hospital campus including loading weighing and unloading at incinerator site with leak proof transport system in a mounted truck and to ensure safe and environmentally responsible management of the Medical Waste in accordance with the Waste Management Rules 2016 and subsequent amendment thereafter.</i>	1000	#	
1.2	<i>Disposal of legacy waste through incinerator in a refractory lined rotary drum through a feeding conveyor and metering system converting all the waste into ash including collecting and storing ash and disposal</i>	1000	#	
1.3	<i>Soil contamination of the underneath soil has to be examined and the soil exists up to the level of contamination has to be removed from the site and make it contamination free of adherence the Biomedical Waste Management Rules 2016 and the amendment thereafter (Min test has to be carried out-20 nos. sample)</i>	1000	#	
<b>Total =</b>				

In Figure:

**Note :**

1. Rates are inclusive of all taxes and GST (if applicable), Labour cess, transportations etc. and including labour materials, equipments and all safety measures of human resource. It is also included all other statutory charges if any in the prevailing rule.
2. The bidders shall quote the rate in the manner of the item rate online.
3. Rate should be quoted in specific BOQ format and should be uploaded online in specific folder only.
4. The quantities mentioned are approximate and may vary depending on the actual requirements.
5. Completion of work must be certified by District Level Committee, Alipurduar District.
6. Emission quality at plant site is to be checked by the West Bengal Pollution Control Board in conformity with the Biomedical Waste Management Rules 2016 and subsequent amendments.

**Date:**

**Signature of applicant**

Including title and capacity in which application is made.

**Name of the Firm with Seal**