



## WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD

12, B.B.D.BAG, KOLKATA-700001

website: www.wbkvib.org.in

**TENDER REFERENCE NO: WBKVIB/CEO/NieT/02/2021-2022 OF THE CHIEF EXECUTIVE OFFICER, WEST BENGAL KHADI & VILLAGE INDUSTRIES BOARD.**

**Memo No. 1159/ESTB(08) 21-22**

**Date: 17.08.2021**

The Chief Executive Officer, Khadi and Village Industries Board, invites e-tender from experienced and bonafide Testing Agencies/ Govt. Organisation/ Semi-Govt. Organisation / Govt. Undertaking having valid NABL accreditation for "Selection of Third-Party Organisation for Financial Years 2021 - 22 for Testing and Quality Checking of products" detailed in the table below:

Sl. No.	Name of Work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Fees for Tender Documents (Rs.)	Period of completion For Testing Report	Name of concerned District	Eligibility of bidder
1	<b>RETENDER</b> for Testing and Quality Checking of products:- 1. Date Palm Jaggery or Nolen Gur, 2. Mustard Paste or Kasundi, 3. Ghee, 4. Honey, and 5. Gohona bori (per batch) as per Specification.	Rs. 7,500/- Per Test.	Rs. 1350/-	Rs. 250/-	Max. 25 Days.	Medinipur, Nadia, North 24 PGS, Darjeeling, Kalimpong	Experienced and bonafide, Testing Agencies/ Govt. Organisation / Semi-Govt. Organisation / Govt. Undertaking having valid NABL accreditation

Participating agencies should go through the terms and conditions and eligibility criteria carefully before submission of their bids. Any query/clarification etc. regarding the terms, condition, eligibility etc. other than financial information will be provided at the Pre-Bid meeting at the office of the CEO, WBKVIB.

Participating firms/organisations should quote their competitive price only in the BOQ of the e-tender and in no other place within the tender as it will invite disqualification. Rate such quoted shall be valid for one year from the date of execution of agreement. Rate must be quoted both in words and figures. Any request for change of rate after submission/ finalization of tender or within the validity period of tender shall not be considered under any circumstances.

### **TENDER INFORMATION:**

1. Intending bidder may download the tender document from the website directly with the help of Digital Signature Certificate through e- filling.
2. The e-tender is in two parts i.e., Technical bid and Financial bid. Both will be submitted concurrently, duly signed digitally in the website <https://wbtenders.gov.in> as per the time schedule mentioned in the tender documents. The documents submitted by the bidder should be properly indexed and digitally signed.
3. The Technical bid and the Financial bid are to be submitted respectively in the Technical (Statutory & Non-Statutory folders) and the Financial folders concurrently and digitally signed in the website <https://wbtenders.gov.in>
4. The technical document and financial bid will have to be submitted as per the table mentioned below.

### **IMPORTANT INFORMATION (DATE & TIME SCHEDULE)**

#### **Date and Time Schedule:**

i.	Publishing date of e-Tender	:	23.08.2021 at 18:00 hrs.
ii.	Documents download start date	:	23.08.2021 at 18:30 hrs.
iii.	Date for submission of Fees for Tender Documents	:	24.08.2021 to 27.08.2021
iv.	Date for Pre-Bid Meeting	:	27.08.2021 at 13:00 hrs.
v.	Bid submission start date (Both Technical & Financial):	:	27.08.2021 at 17:00 hrs
vi.	Bid submission closing date (Both Technical & Financial):	:	10.09.2021 at 18:00 hrs
vii.	Bid opening date for technical proposals	:	13.09.2021 at 12:00 hrs
viii.	Date of opening of Financial Proposal	:	to be notified later

### **Terms and Conditions:-**

#### **I. Pre-Qualification criteria:-**

- i. The intending firm/ organisation should have currently valid NABL accreditation for the work.
- ii. The intending firm/ Organisation should have experience in testing of food/ food products atleast for one year;
- iii. The intending firms /organisations should have Valid GST Registration and valid PAN.
- iv. Registration under Partnership Deed (for Partnership firm only) along with Power of Attorney to be submitted with the bid;
- v. The intending firm / organisation should have infrastructure to carry out visual inspection and collect samples for laboratory testing on the date of receiving the same at the office of the PEO, WBKVIB even on Saturday, Sunday and on Holidays if required;



**vi.** The final test report as to the conformity of the items/ materials with respect to the defined specification should reach the office of the PEO, WBKVIB within 48 hours after collecting samples.

**vii.** The bidder should submit all requisite documents in the Technical Folder while bidding online at <https://wbtenders.gov.in>

## **II. ITEMS/ PRODUCTS TO BE CHECKED OR TESTED:-**

The details of the items/ materials required to be put to quality checking/ testing along with their specification are given later, for example which may be modified as and when required.

## **III. QUALITY CHECKING AND TESTING PROCEDURE:-**

**i.** Testing of the products will be done in two ways: a) Visual Inspection, b) Laboratory Testing.

**ii.** Visual Inspection will be done at the receiving point on the date of receiving the same at the Warehouse point in the presence of the representative of WBKVIB and the representative of the Supplier. Visual Inspection will be done to ascertain absence of major defects.

**iii.** If a lot of supply passes the Visual Inspection, then the samples collected as per Sampling Plan will be sent to the Laboratory for ascertaining conformity to Specification.

**iv.** The third-party testing agency is required to submit a final report depicting clearly the Conformity or Non-Conformity of the products with respect to the defined specification after completing Visual and Laboratory Testing within 48 hours of collecting the Samples.

**v.** Samples to be checked for both visual and laboratory testing will be collected randomly;

**vi.** Result of testing as above, will be intimated to the supplier in due time.

## **IV. PRICE:-**

**i.** The price quoted should be for checking each lot of the two different categories. One lot will consist of 100-3000 pieces of the particular item out of which 03 randomly selected items need to be physically inspected. The price should be separately quoted for the two separate items. The price quoted should be without GST, and GST will be paid at applicable rates.

**ii.** Samples as indicated will be sent to the authorised Laboratory for testing on detailed parameters. The price of such testing from Laboratory will be paid on actuals through the selected agency that will be engaged through this e-Tender process to coordinate this work.

**iii.** WBKVIB also reserves the right to select one or more organisations and award work order for whole or part of its requirement. WBKVIB reserves its rights to seek clarification before accepting any offer/tender. WBKVIB reserves its right to make counter-offers to other bidders for accepting the L1 rate and to conclude parallel contracts with them. The L2 bidder may be requested to do the work at the L1 rate. In case of refusal by the L2 bidder, the L3 bidder may be approached at the L1 rate and so on.

**iv.** Rate to be quoted for whole work; not for any part of it.

## **Documents to be Submitted**

### **TECHNICAL BID:**

The bidders are instructed to submit copies of the following documents in their Technical Bids to be submitted ONLINE ONLY at <https://wbtenders.gov.in>.

- i.** The intending firm/ organisation should have currently valid NABL accreditation for the work,
- ii.** Self-attested copy of Income Tax Return for the Assessment Years 2020-2021 or 2019-20 along with self-attested copy of PAN Card of the Agency/ organisation etc.
- iii.** GST registration Certificate failing which bid application shall be held liable for cancellation.
- iv.** Trade licence for the similar work.
- v.** Experience Certificate in the field of quality checking and testing of food samples.
- vi.** Affidavit for not being blacklisted by any Government/ Private institution in Non-judicial stamp paper.
- vii.** Registration under Partnership Act (Partnership deed for Partnership Firm only) along with Power of Attorney to be submitted with the bid.
- viii.** Scanned copy of the DCR of Fees for Tender Document.
- ix.** Scanned copy of the Demand Draft as Earnest Money.

### **FINANCIAL BID:**

Financial Bids are required to be submitted ONLINE ONLY at <https://wbtenders.gov.in>. Single rate shall be quoted for each of the 2 items in the BOQ.



**TECHNICAL PART**

Supporting documents be annexed with this form

Sl. No.	Description	Information	
01	Name of the Applicant /Firm / Organisation		
02	Nationality		
03	Address	Regd. Office	
		Head Office	
		Laboratory	
04	Contacts	Telephone/ Mobile No.	
		e-mail address	
05	NABL accreditation Details	NABL Certificate No.	
		Issue date	
		Valid up to	
		Field of accreditation	
		Whether accredited for testing of clothing and garment items	Yes/ No
06	Experience In testing of food items atleast for one year {mention in completed years} [Necessary certificates from competent authority to be attached in support of claim]		
07	Other Details	PAN No.	
		GST Registration No.	
08	Constitution of Firm / Organisation	(Mention whether Government, Semi-Government, Government Undertaking, Public Limited, Private Ltd. Company, Sole Proprietorship or Partnership Firm)	

*I, Sri/ Smt. .... on behalf of (Name of the Organisation) do hereby declare that I have carefully gone through the tender document and the above information as given above are true to the best of my knowledge. In case of determination of any false or wrong information the tender will be liable to be cancelled.*

*(Signature of Bidder with Seal)*

## Specifications

Specification of 1} **Date Palm Jaggery or Nolen Gur**, 2} **Mustard Paste or Kasundi**, 3} **Ghee**, 4} **Honey**, and 5} **Gohona bori** (per batch on weekly basis), against which Quality Checking and Testing have to be carried out.

1. **Date Palm Jaggery or Nolen Gur:** The quality parameters should be tested to ensure its compliance with FSSAI standards, assuring that it is free from substances unsafe to health and shall conform to analytical standards like Moisture % (by mass), Sucrose % (by mass), Total sugars, Reducing sugars % (by mass), Sulfate ash % (by mass), Ash insoluble (%) in dilute hydrochloric acid, (by mass), Extraneous matter and water insoluble matter % (by mass), etc. on the dry weight basis.

Other than the above standards, the product to be tested must also be complied with hygienic requirements in accordance with the guidelines specified in Schedule 4, Part-II of the **Food Safety and Standards** (Licensing and Regulation of Food Businesses) Regulations, 2011 and any other guidelines as provided from time to time under the Act. The said product is to be tested for the presence of **Contaminants, Toxins, and Residues** ensuring its compliance with the **Food Safety and Standards** (Contaminants, toxins, and Residues) Regulations, 2011. The product covered in this standard shall conform to the microbiological requirements specified in Appendix B of these regulations. **Tests are to be done to specify whether** the product is eligible to comply with the **packaging and labelling** requirements specified in the Food Safety and Standards (Packaging and Labelling) Regulations, 2011.

2. **Mustard Paste or Kasundi:** Tests are to be conducted as per the quality standards of FSSAI regulations such as: Total Soluble Solids {TSS} (m/m), Acidity % etc.

Tests are to be performed to verify whether the product containing food additives is in compliance with the permitted additives within specified limits as mentioned in Appendix A of the Food Safety and Standards Regulations, 2011. The product shall not contain any added colour other than caramel, whether natural or synthetic. Also, the product shall conform to the microbiological requirements given in Appendix B of the Food Safety and Standards Regulations, 2011.

Other than the above mentioned standards, the product to be tested must also be complied with hygiene requirements in accordance with the guidelines specified in Schedule 4, Part-II of the **Food Safety and Standards** (Licensing and Regulation of Food Businesses) Regulations, 2011 and any other guidelines as provided from time to time under the Act. The said product is to be tested for the presence of **Contaminants, Toxins, and Residues** ensuring its compliance with the **Food Safety and Standards** (Contaminants, toxins, and Residues) Regulations, 2011. **Tests are to be done to specify whether** the product is eligible to comply with the **Packaging and Labelling** requirements specified in the Food Safety and Standards (Packaging and Labelling) Regulations, 2011.

3. **Ghee:** Tests are to be conducted as per the quality standards as prescribed by FSSAI such as :Moisture (%), Fat (%), Butyro-refractometer reading at 40 °C, RM Value, Polenske Value, FFA as Oleic Acid, Peroxide value, Baudouin test, etc.

Tests are to be performed to verify whether the product containing food additives is in compliance with the permitted additives within specified limits as mentioned in Appendix A of the Food Safety and Standards Regulations, 2011. The product to be tested must also be complied with hygiene requirements in accordance with the guidelines specified in Schedule 4, Part-II of the **Food Safety and Standards** (Licensing and Regulation of Food Businesses) Regulations, 2011 and any other guidelines as provided from time to time under the Act. The said product is to be tested for the presence of **Contaminants, Toxins, and Residues** ensuring its compliance with the **Food Safety and Standards**



(Contaminants, toxins, and Residues) Regulations, 2011. Tests are to be done to specify whether the product is eligible to comply with the **Packaging and Labelling** requirements specified in the Food Safety and Standards (Packaging and Labelling) Regulations, 2011. The product shall conform to the microbiological requirements given in Appendix B of the Food Safety and Standards Regulations, 2011.

4. **Honey:** Tests are to be conducted to comply with the quality standards as prescribed under FSSAI regulations such as: Specific gravity at 27°C, Moisture %, Total reducing sugar % & alike tests, Sucrose % and others, Fructose to Glucose ratio, Total ash %, Acidity %, HMF. etc.

Tests are to be performed to verify whether the product is free from organic and inorganic matter including visible mould, insects and insect debris, fragments of bees, brood, pieces of bees wax, grains of sand, and any other extraneous matter. Tests shall be conducted to verify that the product does not contain any added food ingredient, including food additives, or any other added compound other than honey in compliance with FSSAI and AGMARK specifications.

5. **Dried Pulse Dumpling/Gohona Bori:** Tests are to be conducted to comply with the quality and safety standards prescribed under FSSAI regulations such as: Moisture %, Ash %, protein %, Crude fiber %, Fat %, Uric Acid, etc.

Tests are to be performed to detect the presence of adulterants in the product according to FSSAI and AGMARK specifications. The product is to be tested to verify it is free from any added colour, natural or synthetic. The product to be tested must also be complied with hygiene requirements in accordance with the guidelines specified in Schedule 4, Part-II of the **Food Safety and Standards** (Licensing and Regulation of Food Businesses) Regulations, 2011 and any other guidelines as provided from time to time under the Act. The product shall conform to the microbiological requirements given in Appendix B of the Food Safety and Standards Regulations, 2011.

*For any further query one can email to [ceowbkvib@gmail.com](mailto:ceowbkvib@gmail.com) or call at 033-22306298/ 8335060750.*

*MK*  
*17.8.21*  
Chief Executive Officer,  
WBKVIB

Date: 17.08.2021

Memo No. 1159/1(9)/ESTB(08) 21-22

Copy forwarded for kind information to:

- 1) The Chairman, WBKVIB.
- 2) The Vice-Chairman, WBKVIB.

Copy forwarded for information and necessary action to:

- 1) The Secretary, WBKVIB.
- 2) The FA&CAO, WBKVIB.
- 3) The PEO, WBKVIB.
- 4) The AEO, WBKVIB.
- 5) The Office Notice Board (2<sup>nd</sup> & 3<sup>rd</sup> Floor), WBKVIB.
- 6) [www.wbkvib.org.in](http://www.wbkvib.org.in) (Board's Website).
- 7) Shri/The \_\_\_\_\_

*MK*  
*17.8.21*  
Chief Executive Officer  
WBKVIB