



# West Bengal Transport Infrastructure Development Corporation Limited

(A Government of West Bengal Undertaking)

Paribahan Bhaban - II, Transport Department

**E.M. Bye Pass & Rash Behari Connector Intersection**

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

**KOLKATA - 700 107**

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**Date: 29.11.2017**

## **Tender Ref No : WB TIDC/CE/NIT- 17\_OF\_2017-18**

### **NOTICE INVITING ELECTRONIC TENDER NO. – 17/ WB TIDC/CE OF 2017 – 18 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, Transport Department, Government of West Bengal, invites e-Tender for the work detailed in the table below. (Submission of Bid through online).

<b>Sl. No.</b>	<b>Name of the work</b>	<b>Earnest Money (Rs.)</b>	<b>Tenure of Contract</b>
<b>1.</b>	Induction and operations of a Pressurized and Air Conditioned small fixed wing Twin Engine Turbo prop Aircraft with a minimum seating capacity of 7 – 9 passengers.	10,00,000.00 ( Ten Lakhs)  ( Online)	5 (five) Year Subject to renewal/termination because of non- performance

1. Transport Department, Government of West Bengal seeks expression of interest (EOI) from experienced and competent Non-schedule operators/Scheduled operators / Scheduled Charter Airline for induction and operation of air services using fixed wing Turbo-Prop twin engine aircraft with a minimum seating capacity of 7 – 9 passengers. Interested operators are requested to submit their proposal along with details of credentials, eligibility and previous experiences in operating air services.
2. The aircraft must be certified airworthy by DGCA and its interiors be new or refurbished in last three years.
3. It will be the sole responsibility of the operator to liaise and fulfill all regulatory formalities with BCAS/DGCA/State, local and other authorities pertaining to operation of flights. In case breach or non-compliance, the State Government will not be responsible to resolve regulatory matters and it shall be the sole responsibility of the Aircraft operator to resolve matters with the regulatory authorities. In case of non-compliance with Indian laws and regulations the contract will be cancelled with immediate effect.
4. The sectors of operations will be defined as per instructions and needs from the Government of West Bengal and can be amended from time to time and notified to the operator. Aircraft will be utilized as per guidelines from Transport Department, Government of West Bengal and will be communicated to the operator(s) from time to time. The minimum utilization ( including retained waiting and guarantee related thereto) of Aircraft in a month will stand at 75 (seventy five) hours. The possible use of aircraft will be on airports like Coochbehar, Behala, Malda & Balurghat and aircraft should be capable of operating from/to/on these airports.
5. The operator apart from holding a proper NSOP/SOP/SCO license in its own name shall also ensure that the operations are conducted in a professional manner by deploying requisite staff at each location which will undertake the process of check in and ground handling of flights at each location.
6. In the event the deployed Fixed Wing Aircraft is grounded or is not serviceable for more than 72 (seventy two) hours, a replacement shall be provided by the operator at no additional cost to the Government.

7. The bidder should provide proof of undertaking charter operations in the last one year, detailing the number of hours of charters provided, the clients to which the charter was provided and the proof of data being submitted to DGCA. Details should include the aircraft registration used for the charter operations also.
8. Performance Guarantee: The successful bidder has to submit a performance guarantee of INR ten lakhs (10,00,000) at the time of signing the contract. In case of operator not being able to meet the requirements of the state government for operations of Aircraft due to any reason but force majeure, the Performance Guarantee will be forfeited and contract will be annulled.
9. The aircraft and crew as appointed to operate should be technically qualified to undertake night operations also. Both the pilots and Operating crew, if applicable, should meet the specifications of DGCA for Flying VIPs like Hon'ble Governor and Hon'ble Chief Minister.
10. For the purpose of this contract, the air transport services undertaken as part of this contract shall be considered as charter operations on hire by the Transport Department, Government of West Bengal. Under this charter contract, Transport Department, Government of West Bengal may further engage a management agency.
11. State Government also wants that when the aircraft is operating on a predefined route, the seats should be sold by the operator ( or the management agency) to general public so that the services can be put to larger public use. Government will notify the operator where it intends to open this facility and also the indicative price to operator.
  - 11.1 The operator may have to organize infrastructure to conduct sale of tickets through physical outlets and electronic platform (option of online ticketing along with payment gateway is a must) within 3 (three) months of signing of contract. Issuance of tickets shall be governed by the guidelines as laid down by the State Government. This infrastructure may include an online platform to sell tickets that also allow refund and rebooking as well as offer details about operations.
  - 11.2 This has to be supported by physical infrastructure to sale and service tickets at airport with airport counters at the notified operating airports. It should be also supported by telephone call centre to facilitate information, sales and services for the passengers who want to avail such service.
  - 11.3 The money collected by these services should be reported to the WBTIDC and should be included in the invoice raised so that this amount can be reduced (if so decided by the State Government) from the monthly billing.

## 12. Tenure of contract:

The contract shall be for a tenure of 5(Five) years. Based on response and expansion plans the tenure may be extended after mutual discussions. However, in case of any non-performance / lack of performance, Government of West Bengal reserves the right to cancel the contract with one (1) month's notice without any further intimation. The decision of the Government of West Bengal will be final and binding in this regard.

## 13. Support from State Government:

All Airport related levies would be reimbursed on actual basis within 7 days of submitting the respective bills, by the State Government to the operator.

The State Government will extend lateral support at local Airports regarding Fire, Ambulance and Security services. The airports at Kolkata and Bagdogra the operator shall coordinate with the respective airports to avail the necessary services.

14. The response should include details on following –

- (i) Earnest money equivalent to sum of Rs. 10,00,000.00 ( Rupees ten lakh) only through online mode in favour of "West Bengal Transport Infrastructure Development Corporation Limited".
- (ii) Details of the Aircraft (Aircraft model details, Year of manufacture, Total operated hours).
- (iii) Details and documents regarding ownership of the Aircraft and NSOP certificate. If the aircraft is not owned by the bidder, in that case there would be an NOC from the owner of the aircraft attached along with an agreement to pay a penalty of upto 3 (three) months of invoice value at the rate specified by the bidder for per month of operations (assumed at 75 hours of utilization).
- (iv) Technical details of Aircraft on seating configuration distinguishing crew and passenger seating capacity.
- (v) Photographs of interiors and date of refurbishment within last 3 (three) years along with proof.
- (vi) The utilisation time shall be calculated from chocks off to chocks on only.

Bid should be submitted in the prescribed format provided as per e-tender norms.

15. The cost is to be quoted excluding applicable GST.

16. The cost should not include Airport charges and taxes as same will be reimbursed on actual basis.

17. The bidder will have to submit the Technical Bids with all supporting papers and financial bid as per the format provided.

18. 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 & submit with necessary earnest money through online. (Details of which has been narrated in “**Instruction to Bidders**” i.e. **Section-A**). Where an individual person holds a digital signature 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 or firm.

19. Necessary earnest money will be deposited by the bidder electronically : Online through net banking enabled bank account, maintained at any bank , or by generating NEFT / RTGS challan from the e-tender portal. Intending Bidder will get the Beneficiary details from e- tender portal with the help of Digital Signature Certificate.

Intending bidder who wants to transfer EMD through NEFT / RTGS must read the instruction of the challan generated from e-procurement site.

Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of payment of EMD.

20. 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. 22 of this NIT. The documents submitted by the bidders should be properly indexed & self attested with seal.

21. If the selected tenderer does not provide the service after selection, his deposited earnest money will stand be forfeited.

22. Date & Time Schedule:

Particulars	Date & Time
1. Date of Publishing NIT & Tender Documents	01.12.2017
2. Document download Start Date	01.12.2017 9.00 A.M.
3. Pre-Bid meeting	07.12.2017 1.00 P.M.
4. Start Date of uploading of bid document.	09.12.2017 9.00 A.M.
5. End Date for uploading of bid document	21.12.2017 1.00 P.M.
6. Date of opening of Technical Bid	26.12.2017 1.00 P.M.
7. Date of opening of Financial Bid	To be notified later

23. 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, 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.

24. No Conditional/ Incomplete Bid/ Tender will be accepted under any circumstances.

25. The Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of Director, Flying Training Institute, Transport Department, Government of West Bengal, reserves the right to cancel the N.I.T. due to unavoidable or unforeseen 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 corrected as to conform to the Technically Sanctioned document as the case may be.

26. During scrutiny or at any stage of bidding or even after award of contract, if it is comes the notice of tender inviting authority that the credential or any other papers found incorrect/manufactured/fabricated, that bid will be considered as non-responsive and outrightly rejected with forfeiture of Earnest Money and other action will be initiated as per Rules in force.

27. Before issuance of the work order, the tender accepting authority may verify physically the credential & other documents of the lowest bidder. 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 besides forfeiture of Earnest Money.

28. 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.

29. 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.

30. The successful bidder should be able to start the operation within 3 (three) months of signing of contract.

31. A pre-bid conference will be held on 07.12.2017 at 1.00 P.M. in the conference room of WBTIDC, Paribahan Bhaban- II, Kasba, Kolkata – 700 107.

Sd/-  
(Anup Kr. Chattopadhyay)  
Chief Engineer, WBTIDC Ltd.  
on behalf of Director, Flying Training Institute,  
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 Informatic 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 by 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.** Documents 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) [Download & upload the same Digitally Signed.]

**Note:** 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.** Pan Card, Latest ITR, GST Registration Certificate.
- ii.** Registration Certificate under Company Act. (if any).
- iii.** Registered Deed of partnership Firm/ Article of Association & Memorandum.
- iv.** Power of Attorney (For Partnership Firm/ Private Limited Company, if any).
- v.** 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. G S T REGISTRATION CERTIFICATE
			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 ATTORNEY
III	CREDENTIAL	CREDENTIAL	CERTIFICATE & OTHER DOCUMENTS AS 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, 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 bidders 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, 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,  
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,  
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 2017-18 of Chief Engineer, West Bengal Transport Infrastructure Development Corporation Limited on behalf of Director, Flying Training Institute, 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.***