

GOVERNMENT OF WEST BENGAL
DIRECTORATE OF DISASTER MANAGEMENT
TRAN BHAVAN

87A, S.N.BANERJEE ROAD, KOLKATA-700014.

No. **350** -DDM/2M-716/18

Date: 08.03.2019

From: The Director of Disaster Management
West Bengal

To: The Joint Secretary to the Govt. of West Bengal
Department of Disaster Management & Civil Defence
NABANNA 2nd floor, 325 Sarat Chatterjee Road, Howrah- 711102

Sub: Selection of Third Party organization for testing of Clothing & Garments to ascertain their conformity as per specification for the F.Y. 2019-20.

Ref: 1. Limited Tender Inquiry (LTI) vide No. 343-DDM/LTI/2M-5/19 dtd.08.03.2019 of this Dte.
2. e-mail dtd.28.02.2019 of Deptt. of DM&CD alongwith the views of the Financial Adviser.

Sir,

With reference to above, a draft LTI has been forwarded to the Department of Disaster management & Civil Defence vide No. 319-DDM/2M-716/18 dtd. 05.03.2019 for approval. Now as per instruction and discussion with the Department the Limited Tender Inquiry (LTI) has been invited from the non-empanelled testing agencies, as there is no empanelled agency under this Department, mentioned below in anticipation of getting approval:

- A. The Director, Indian Jute Industries' Research Association, 17, Taratala Road, Kolkata -88
- B. The Director General, National Test House, Kolkata, CP Block, Sector V, Salt Lake City, Kolkata-700091
- C. Eskapes India Private Ltd., 22D, Chowringhee Mansion, 2nd Floor, 30, Jawaharlal Nehru Road, Kolkata-700016
- D. Excel Surveyors Pvt. Ltd., 1/6, Fakir Ghosh Lane, Baranagar, Kolkata-700108
- E. Textiles Committee, Block-GN, Plot-38/3, Sector V, Salt Lake, Kolkata-700091
- F. SGS India Pvt. Ltd., Ecospace, Block -3A, 2nd Floor, East Wing I, Premises IIF/11, Action Area-II, Rajarhat I, New Town I, Kolkata-700160.
- G. RITES Eastern Region Laboratory, QA Division, 56, C. R. Avenue, 3rd Floor, Kolkata-700012

Necessary instruction may please be given for any changes in the said LTI within the time frame as mentioned in the LTI. However, the said LTI if approved may be published in the Departmental website and on the Departmental Notice Board as per order of the Finance Department Memo No. 1956-F(Y) dtd.04.04.2014.

Encl:

LTI vide No. 343-DDM/LTI/2M-5/19 dtd.08.03.2019

Yours faithfully,

[Signature]
Director of Disaster Management
West Bengal

Date: 08.03.2019

Memo No: **350** /1(1)-DDM

Copy forwarded for information and necessary action to:

- 1) The P/S to Hon'ble M.I.C Department of Disaster Management, Nabanna, Howrah.
- 2) The Senior P.A. to the Secretary, Deptt. Of Disaster Management, Nabanna, Howrah for kind appraisal of the Principal Secretary, DMCD.
- 3) H.C. -I of this Dte, Tran Bhavan, Kolkata to publish this LTI on the Office Notice Board.

[Signature]
Director of Disaster Management
West Bengal

Sabbir
Take nfa
immediately
18/03/19

o/c

Government of West Bengal
Directorate of Disaster Management
TRAN BHAVAN
87A,S.N.Banerjee Road, Kolkata-700014

No. 343-DDM/LTI/2M-5/19

Date:- 08/03/2019

To

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(All interested & eligible vendors)

Sub: Limited Tender Inquiry (LTI) for Selection of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification.

Sir/Madam,

For and on behalf of the Department of Disaster Management & Civil Defence, Government of West Bengal, sealed Limited Tenders are invited from firms/Govt. Organisation/Semi-Govt. Organisation/Govt. Undertaking having currently valid NABL accreditation whose names are given in the attached list for "Selection of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification" by the Director of Disaster Management & Civil Defence, Government of West Bengal. The firms/organisations other than listed may also participate subject to the fulfillment of eligibility criteria mentioned in this tender.

2. In case your firm/organisation is interested in the above process of work, you are requested to quote your competitive price in the enclosed proforma in a sealed cover. The sealed quotation under COVER, should be super scribed "Quotation for Selection of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification" and should be dropped in the tender box kept at 3rd Floor of the office of the Director of Disaster Management, TRAN BHAVAN 87A, S.N. Banerjee Road, Kolkata-700014 (Tender Inviting Authority) latest by 25/03/2019 upto 3.00 PM by Authorised Representative only. The sealed quotation will be opened on next day, i.e., on 26/03/2019 at 11.00 AM in the presence of Representatives of the vender/firms if they like to be present. The authority reserves all right to accept or reject any quotation without assigning any reason and the decision of the authority in this respect will be full and final.

3. Participating firms 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 from this office if sought for before the closing date. No withdrawal is allowed after submission of bid.

4. Participating firms/organisations should quote their competitive price in the proforma given in Annexure-A.

Tender Information:

1. The intending bidders are required to submit their bid in the proforma in sealed cover;
2. The two parts, i.e, Technical Part and Financial Part of the Tenders are to be sealed under separate cover; each cover should be super scribed as Technical Cover and Financial Cover respectively with Tender Notification No .Both the covers are required to be sealed under a COVER super- scribing "Quotation for Selection of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification" alongwith the Tender Notification No.
3. Technical Cover should contain all the documents duly attested in support of the eligibility as mentioned below;
4. Financial Cover should contain the Financial Part only where rate is to be quoted; Rate cannot be quoted other than Financial Part. Otherwise, bid will be liable to be cancelled.

Terms and Condition:-

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 clothing/garment items at least for one year in any organisation/ agency;
- iii. The intending firms/organisations should have Valid GST Registration, valid PAN and necessary clearance from the appropriate authority;
- iv. Registration under Partnership Deed (for Partnership firm only) alongwith 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 from the Government Relief Store Kolkata on the date of receiving the same at the Godown Points, even on Saturday, Sunday and on Holidays if required;
- vi. The final test report as to the conformity of the materials checked should reach the office of the Director of Disaster Management, govt. of West Bengal within 48 hours after collecting samples;

II. Materials to be checked or inspected:-

The details of the materials required to be inspected alongwith specification is given in Annexure-B for example.

III. Inspection and Testing Procedure:-

- i. Testing of materials will be done in two ways:- a) Visual Inspection , b) Laboratory Testing;
- ii. Visual Inspection will be done at the Godown point on the date of receiving the same at the Godown point in the presence of the representative of Department and the representative of the Supplier. Visual Inspection will be done to ascertain absence of major defects like holes, torn, stitching defects and non-standard dimension.
- 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 the Physical and Chemical Specification.

- iv. The third party testing agency is required to submit a final report depicting clearly the Conformity or Non-Conformity of the materials with the specification after doing 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. There will be a Sampling Plan which will be communicated to the selected agency from time to time.
- vii. The criteria of conformity will also be communicated to the selected agency from time to time.

IV. Price :

1. Price to be quoted for third party testing in the Financial Bid as a percentage of the value of the materials finally accepted with conformity to the specification and on the value of rejected materials. The value of the materials to be calculated on their basic price only excluding GST. The percentage such quoted is allowed upto two place of decimals. GST as applicable will be charged separately after calculating the percentage value. This percentage value should be firm and fixed leaving no scope of change in future which will be valid for a period of one year. It may be extended for another 6 (six) month on mutual consent of both the parties, if necessary.
(A year-wise procurement details for last three financial years is given in Annexure-C to give an idea of total monetary value of materials procure in a financial year.)
2. The Department of Disaster Management & Civil Defence also reserves the right to select one or more organisations and award work order for whole or part of its requirement. The Department of Disaster Management & Civil Defence reserves its rights to seek clarification before accepting any offer / tender. The Department of Disaster Management & Civil Defence reserves its right to make counter-offers to other bidders for accepting the L – 1 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.
3. Rate to be quoted for whole work; not for any part of it.

V. Execution of Agreement and Payment of Bill:-

- i. After finalisation of tender, the successful tenderer is required to execute an agreement at their own cost in a Non-judicial Stamp Paper of value Rs. 500/- within 3 working days of issuance of offer letter,
- ii. Terms of Payment:- Payment will be made within three months from the date of submission of bills from the date of submission of bills in all respect. No interest will be paid in case of any delay in payment.
- iii. Submission of Bills:-
 - a. Bills in triplicate in Tax Invoice to be submitted clearly mentioning the Tender No. & date and Work Order No. & Date;
 - b. Applicable GST, if any should be clearly indicated in each copy of bills;

- c. Authority reserves all right to accept or cancel any part or whole bill after proper verification of the same.
- iv. The authority reserves all right to cancel whole or any part of the tender at any moment, even after making contract, without assigning any reason.

VI. Jurisdiction Clause:

For litigation or legal issues if any, to be settled at Calcutta jurisdiction only.

VII. General Instruction to the Bidders:-

- i) The bidder should sign and stamp all the pages of the document.
- ii) The Technical Eligibility along with all supporting documents are to be given under a sealed cover super-scribed as "Technical Cover",
- iii) The Financial part where rate to be quoted in percentage to be sealed under a separate cover super-scribed as "Financial Cover".
- iv) Both the "Technical Cover" and "Financial Cover" are required to be sealed in a cover super scribed "**Quotation for Selection of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification**" and the same to be addressed to "The Director of Disaster Management, West Bengal, Tran Bhavan, 87A, S.N. Banerjee Road, Kokata-700014.
- v) Please note that, unsealed, unsigned and un-stamped quotation is liable to rejection.

[Handwritten Signature]
[Handwritten Date: 08.03.18]
(Tender Inviting Authority)
Director of Disaster Management
Government of West Bengal

[Handwritten Mark]
[Handwritten Mark]

“Annexure-A1”

Proforma for quotation of bid for “Selection of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification” under the Department of Disaster Management & Civil Defence, WB

**Part-I
(Technical Part)**

Supporting documents be annexed with this form under a sealed cover super-scribed as
“Technical Cover”

Sl. No.	Description	Information	
01	Name of the Applicant/Firm/Organisation		
02	Nationality		
03	Address	Regd. Office	
		Head Office	
		Labortory	
04	Contacts	Telephone/Mobile No.	
		Fax No.	
		e-mail address	
05	NABL accreditation Details	NABL Certificate No.	
		Issue date	
		Valid upto	
		Field of accreditation	
	Whether accredited for testing of clothing and garment itemss	Yes/No.	
06	Experience in testing of clothing/garment items at least for one year in any organisation/ agency (mention in completed years) [Necessary certificates from competent authority to be attached in support of claim]		
06	Other Details	PAN No.	
		GST Registration No.	
07	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 firm/ 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 knowledge. In case of determination of any false or wrong information the tender will be liable to be cancelled.

(Signature of Bidder with Seal)

“Annexure-A2”

Proforma for quotation of bid for “Engagement of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification” under the Department of Disaster Management & Civil Defence, WB

Part-II

(Financial Part)

To be given in a sealed cover super-scribed as “Financial Cover”

Sl. No.	Description of work	Competitive lowest price to be quoted in percentage(%) of the total value of the accepted materials conformed with the specification (upto two decimal point)			
		Ten Place	One Place	First decimal	Second Decimal
01	Engagement of Third Party Organisation for Testing of Clothing and Garments to Ascertain Their Conformity as per Specification				
	 % (in words)			

Signature of Bidder with Seal

N.B.:- 1. Rate to be quoted for whole work; not for any part of it.

2. Rate to be quoted in this Financial Part only and not in any other place; Otherwise total bid id liable for cancellation.

“Annexure-B1”

Testing Specification for clothing in Laboratory for the Year 2018-19

Item	Length & Breadth (m)	Yarn Count Warp X Weft	COMPOSITION (% of blend)	Thread / inch (Warp) X (Weft)	Average GSM (Min.-Max.)	Wash Fastness	Maximum Shrinkage allowed (on washing)	Design
Dhuri	4.5 X 1.10 L : As marked B : (-) 2% tol	60 Ne X 60 Ne Warp & Weft- cotton	Warp & Weft- Cotton	68(+5%, -2.5%) X 64 (+5%, -2.5%)	55 & above	Not Applicable	4% both Warp & Weft way as per Indian Standard (IS 748:1990)	Bleached, with coloured (except Red) border of width between 1.0-1.25 cm. Border should contain a monogram with words “বিশেষ্য ব্যবস্থাপন দপ্তর - গুণসং সুরক্ষা ২০১৮-১৯”
Handloom Saree (বঙ্গার উত্তর শাড়ী)	5.50(±2%) X 1.17(±2%)	58 Ne X 58 Ne Warp & Weft Cotton spun	Warp & Weft- Cotton	64(±3%) [Max. Tol. 2 thread, Min Tol. 2 thread] X 60 (+6%, -3%) [Max. Tol. 4 thread, Min Tol. 2 thread]	54(±2%)	3 to 4	5%	Bright deep coloured body – breadth wise half portion with bi colour stripe of 1 inch each and half portion solid bright colour except black or shades of black without any embroidery. Border. Width of 3-4 inch with bicolour stripe of equal width. Anchal. 9- 12inch with half portion stripe and half portion check.
Lungi	2.25 X 1.25 L : As marked B : (-) 2% tol	40 Ne X 40 Ne	Warp & Weft- cotton	64(+5%, -2.5%)X 71 (+5%, -2.5%)	90 & above	4 & above	--	Multicoloured check & stripe.
Handloom Bed Sheet	2.30 (±2%) X 1.35(±2%)	2/40 Ne X 20 Ne Cotton	Warp & Weft- cotton	46(+4%, -3%) [Max. Tol. 2 thread, Min Tol. 1 thread] X 46(+6%, -3%) [Max. Tol. 3 thread, Min Tol. 1 thread]	110 (±2%)	3 to 4	5%	Length wise bright multicolour alternative stripe except black or shades of black of width 2.5 inch and ½ inch and with fringes at ends. Two adjacent stripes must be of different colours.
Woollen Blanket	2.3 X 1.5 L : As marked B : (-) 2% tol	--	Min. Wool: 80 %	---	685 & above	Not applicable	--	Deep multicoloured body with picot/fringes on both sides of the border

“Annexure-B2”

Testing Specifications for Garments in Laboratory for the Year 2018-19

Set	Item	Yarn Count Warp X Weft (For guidance only)	Blend %	Thread / inch (Warp) X (Weft)	Average GSM (Min.- Max.)	Wash Fastness	Design
C.G. (Boys)	Shirt	40 Ne X 40 Ne	Polyester - 67% Viscose - 33% Tol: (±) 5%	98 (+5%, -2.5%) X 64 (+5%, -2.5%)	101 & above	4 & above	Half sleeve & Check on different coloured base except Red & Black.
	Half Pant	2/36 Ne X 17 Ne	Polyester - 67% Viscose - 33% Tol: (±) 5%	65 (+5%, -2.5%) X 52 (+5%, -2.5%)	166 & above	4 & above	Deep coloured except White, Red & Green.
C.G. (Girls)	Frock	60 Ne X Ne	Polyester - 67% Viscose - 33% Tol: (±) 5%	104 (+5%, -2.5%) X 64 (+5%, -2.5%)	88 & above	4 & above	A-Line Shape with sleeve. Neck (Front & Back)-Round with V-Shape. Printed with small floral print on different coloured base.
	Ezer	Knitted double Jersey	Cotton - 100%	Course-44/ 2.5%) Wale- 44/inch(+5%, -2.5%) **[For guidance only]	225 & above	4 & above	Deep coloured except pink.
Pajama & Panjabi	Pajama	50 Ne X 40 Ne	Polyester - 67% Viscose - 33% Tol: (±) 5%	128(+5%, -2.5%) X 78 (+5%, -2.5%)	112 & above	Not applicable	White body with tape
	Punjabi	40 Ne X 40 Ne	Cotton - 100%	100(+5%, -2.5%) X 80 (+5%, -2.5%)	112 & above	4 & above	Half sleeve with band collar & deep coloured except ash, black, gray & other similar shades.
Kurti & Leggings	Kurti	60 Ne X 36 Ne	Polyester - 67% Viscose - 33% Tol: (±) 5%	128(+5%, -2.5%) X 80 (+5%, -2.5%)	102 & above	4 & above	Three quarter sleeve and square neck with small block print on different coloured base.
	Leggings	Single jersey	Cotton-96.5% Elastane(Lycra)-3.5% Tol:- Min. 3.5% Elastane(Lycra)	Course-54/ 2.5%) Wale- 54/inch(+5%, -2.5%) **[For guidance only]	170 & above	4 & above	Deep coloured matching with Kurti.

** For Guidance only

“Annexure-C”

Year-wise procurement details of relief materials

Item	2015-16		2016-17		2017-18	
	Total procurement	Value without tax (Rs.)	Total procurement	Value without tax (Rs.)	Total procurement	Value without tax (Rs.)
Dhuti (Pcs.)	569200	68076320	569200	88795200	112200	15023580
Saree (Pcs.)	650800	117775276	650800	153588800	284300	73463120
Lungi (Pcs.)	327200	27098704	361600	37606400	83400	8506800
Male Wrapper** (Pcs.)	563200	75018240	486100	84581400	245700	36855000
Woollen Blanket (Pcs.)	395500	55765500	455200	82846400	206950	87953750
Salwar and Kameez/ Kurti Leggings (Set)*	103000	19815238	321900	80475000	80000	29360000
Pajama and Punjabi (Set)	180700	33713457	240700	58249400	235600	75627600
C.G. (Boys) (Set)	246100	28582757	269700	40724700	225700	48976900
C.G. (Girls) (Set)	219700	27071225	253700	41993390	163500	44472000
TOTAL	--	452916717	--	668860690	--	420238750

*The item “Kurti-Leggings” was introduced in 2017-18 in place of “Salwar-Kamij”

**The item Male Wrapper is replaced by “Handloom Bed-Sheet”