

BID DOCUMENT
FOR
SUPPLY & INSTALLATION OF SEROLOGICAL WATER BATH TO THE
MALDA REGIONAL LABORATORY OF WEST BENGAL POLLUTION
CONTROL BOARD



West Bengal Pollution Control Board

(Department of Environment, Government of West Bengal)

Central Laboratory

"Paribesh Bhawan", 10A, Block LA, Sector III, Bidhannagar,
Kolkata-700106,

Tel: 033-2335-5953

Website: <https://www.wbpcb.gov.in>



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WEST BENGAL POLLUTION CONTROL BOARD

(Department of Environment, Government of West Bengal)

Paribesh Bhawan, 10A, Block – LA, Sector III, Bidhannagar

Kolkata – 700 106, Ph.: 2335-9088/8861/7428, Fax : 2335-2813

Website: www.wbpcb.gov.in, Email: net.wbpcb-wb@bangla.gov.in

NIT No. 1432 /2022- MRL/1/C.Lab

Date: 29.06.2026

NOTICE INVITING TENDER

Scope of the Work: Bid for “Supply & Installation of one (01) no. Serological Water Bath to the Malda Regional Laboratory of West Bengal Pollution Control Board”.

- West Bengal Pollution Control Board (WBPCB) invites bids from the eligible bidders for “Supply & Installation of one (01) no. Serological Water Bath to the Malda Regional Laboratory, Paribesh Bhawan, Vill. – Abhirampur, P.O. – Mokdumpur, P.S. – English bazar, Malda – 732103, of West Bengal Pollution Control Board”, as per specification mentioned in schedule A of this Bid Document.
- This invitation for the bid is open to any reputed, bonafide and reliable bidders who is either a reputed manufacturer or it's authorized dealer/agent/distributor in India (hereinafter referred to as the Bidder), who meets the Qualifying Requirements stipulated hereunder for participation in the tender for one (01) no. Serological Water Bath to the Malda Regional Laboratory of West Bengal Pollution Control Board”, as per specification mentioned in Technical Bid Form of the Bid Document. The bidder shall furnish satisfactory documentary evidence to establish that bidder meets the following qualifying requirements:
- Qualification Requirement (QR)**
QR 1: Average Annual financial turnover during the last 3 (three) years, ending 31 March of 2025.
QR 2: Experience of having successfully completed similar works during last 7 (seven) years ending 31st May, 2026.

“Similar Work” means supply of Laboratory Instruments to any Govt. Ministries/Department/Public Sector Undertaking/ Scientific Institution of National Repute/Research Laboratory.

3.1 The bidder should submit the following documents.

- Valid Trade License/MSME Certificate; (b) PAN; (c) GST Registration Number (if any); (d) Latest IT Return.
- If the Bidder is an authorized dealer/agent/distributor in India of the manufacturer, the authorization letter/certificate from the manufacturer as dealer/distributor/agent etc.
 - Bidder should not have been blacklisted by any Govt. Authority.
 - Documentary proof (Purchase Orders) to show that the Bidder has supplied the quoted instrument during the past 7 (seven) years ending 31st May, 2026 to any Govt Ministries / Department / Public Sector Undertaking / Scientific Institute of National Repute.

4. Bid Document: -

Intending bidders may visit Website: <https://www.wbpcb.gov.in/tenders> for details terms and conditions of the tender and may download a complete set of the bid document. This is the only mode of obtaining the tender document. Details of submission procedure are given in “Instruction to Bidders”.

5. Bidding Procedure:

This bidding will follow simultaneous bidding procedure in two-part bidding system.

Part-1: Techno-commercial Bid

Part-2: Financial Bid

All the eligible and interest bidders are required to submit Bid in one covering sealed envelope super scribing “Bid for “Supply & Installation of one (01) no. Serological Water Bath to the Malda Regional Laboratory of West Bengal Pollution Control Board” consisting of two separate sealed envelope for (a) Techno Commercial Bid including all qualifying documents of bidder, specified technical specification for Serological Water Bath (duly filled in schedule A), (b) Financial Bid (duly filled in financial bid form).



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6. Techno-Commercial Bid:

Techno-Commercial Bid will contain all documents of bidder related to qualification requirement, as mentioned in clauses 3, 3.1, 3.2, 3.3 and 3.4 of NIT and in clause 4 of Bid Document and Technical Specification of **Serological Water Bath**. Techno-Commercial bids will be opened and evaluated first.

6.1 Financial Bid:

Financial Bid will contain duly filled in Financial Bid Form (Form "C") and BOQ (Form "D").

Financial Bids of techno-commercially successful bidder(s) will be opened and evaluated.

7. For amendment in bidding documents or extension of bid submission date, if any, bidders are requested to visit **Website:** <https://wbpcb.gov.in/tenders>.
8. The Bid once opened shall not be returned to the Bidders regardless of the result of the Bid.
9. This notice will form a part & parcel of the Bid Document.

10. Bid Submission:

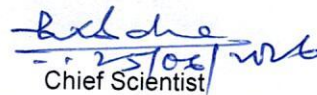
All the documents for the Bid shall be submitted to the address and at the time & date designated by the Board as follows:

To,
Chief Scientist
West Bengal Pollution Control Board
Paribesh Bhawan, 10A, Block-LA, Sector-III
Bidhannagar, Kolkata-700 106.

11. Properly filled in Bid Document in sealed envelope super-scribing "Bid for "Supply & Installation of one (01) no. Serological Water Bath to the Malda Regional Laboratory of West Bengal Pollution Control Board"" kept at the Reception Desk of the Board at ground floor of Paribesh Bhawan, 10A, Block-LA, Sector-III, Bidhannagar, Kolkata-700106.
12. Bids in the form of Telex, Facsimile, Telegraph or Email, will not be accepted. Only the complete documents specified above, received in hard copies at the place and time, will be considered.
13. The Bids received after the specified time and date mentioned below, for whatever reason, shall be declared "Late" and rejected and will be returned unopened to the bidder.

14. Time Schedule:

Sl.	Description of Activity	Date & Time
1	Uploading Bid Document in WBPCB Website	29.06.2026 from 5.00 PM
2	Downloading of Bid Document start from	29.06.2026 from 5.30 PM
3	Bid submission start date	30.06.2026 from 11.00 AM
4	Bid submission closing date	14.07.2026 upto 02.00 PM
5	Technical Bid opening date	14.07.2026 at 03.00 PM
6	Financial Bid opening date	After evaluation of Technical Bid


Chief Scientist

West Bengal Pollution Control Board

Important: Bidders are expected to examine the Bid Document carefully and are deemed to have received and read all documents. It shall be the responsibility of the Bidder to obtain copies of any missing documents from the Board. Failure to do so will be at Bidder's risk.





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Terms And Condition of Bidding Process

1. Scope of work:

The scope of the present work lies in supply & installation of following Laboratory instrument to the Malda Regional Laboratory of West Bengal Pollution Control Board, as per specification mentioned in Schedule-A of this Bid Document.

Sl.	WBPCB's Laboratory	No. of Serological Water Bath
01.	Malda Regional Laboratory West Bengal Pollution Control Board, Paribesh Bhaban, Vill: Abhirampur, P.O.: Mokdumpur, P.S.: English Bazar, Malda – 732103.	One (01)

2. Bid Price:

The quoted price shall be firm and final inclusive of all costs (except taxes and duties) towards transportation, carrying, labour, delivery up to the destination (at respective laboratory of WBPCB as mentioned in Clause 1: Scope of Work, above) and installation of above instruments. The bidder has to install the instruments at the location within the respective laboratory, as will be specified by the WBPCB. **GST will not be included in the quoted rate.** GST will be paid extra in actual, as applicable. **The form of Bid Price is to be submitted duly filled by the bidder in BOQ format only in Indian currency (INR).** The WBPCB reserves the right to negotiate the quoted price only with L1 Bidder before awarding the contract.

3. Bid Price Validity:

The quoted price shall be firm and shall remain valid for 180 (one hundred eighty) days from the date of opening of the Techno-Commercial Bid. Bid validity for a shorter period shall be rejected by the Board as non-responsive. Any increased cost incidental to the Supply and Installation of above instruments due to any reason cannot be claimed by the Supplier.

4. Techno-Commercial bids include the following folders:

will contain the following qualification documents:

- Supply order(s) in respect of QR as mentioned in clause 3 of NIT,
- Photocopy of valid Trade License/MSME Certificate,
- Photocopy of GST Registration number (if any),
- Photocopy of PAN,
- Photocopy of latest IT Return,
- Authorization letter/certificate from Manufacturer as authorized dealer/distributor/agent etc.,
- Self-declaration regarding not being black listed by any Govt. Authority,
- Self-declaration of annual turnover statement (format attached).

5. Financial Bids:

Form "C" should contain the Financial Bid Form.

Form "D" should contain BOQ format.

6. Techno-Commercial Bid Evaluation:

Techno-Commercial bids will be opened and evaluated first.

7. Financial Bid Evaluation:

Financial Bids of only the techno-commercially successful bidder(s) will be opened and will be evaluated, on the basis of rates offered for the instrument and separate order may be issued for each instrument for separate vendor. Taxes and duties, if any, as applicable, will not be taken into evaluation.

8. Letter of Award (LoA):

The Letter of Award (LoA) will be issued by the WBPCB to the selected bidder (herein after referred to as the "Supplier") in writing for supply and installation of Serological Water Bath details of deliverables, terms and



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conditions, total cost and payment terms etc., within the bid validity period. Actual quantity of items may vary during issuance of LoA. The terms and conditions of Bid Document will be a part of LoA.

9. Taxes and Duties:

GST on material value will be paid extra in actual, as applicable, by the WBPCB.

10. Delivery:

The supplier shall have to complete supply & install the Serological Water Bath at Malda Regional Laboratory of WBPCB within 45 (forty-five) days from the date of issuance of Letter of Award (LoA). All matters omitted from this document which may reasonably be incurred to be obviously necessary for the proper supply and installation of Serological Water Bath shall be deemed to be included in this work, and the supplier shall be held responsible for any manufacturing errors or defects which the Supplier may make due to such omissions thereof. All the labour, logistics and all other requirements for delivery and installation shall be provided by the Supplier and in-land transportation.

11. Payment:

Payment shall be made, through A/C. payee cheque /NEFT/RTGS only, in Indian Rupees, within thirty (30) days on presentation of claim bill supported by a certificate from the Consignee regarding satisfactory delivery and Installation of the Serological Water Bath at Malda Regional Laboratory of WBPCB. No advance payment will be made.

12. Replacement:

In case of poor quality of instrument supplied, not following the specifications mentioned in Technical Bid Form of this Bid Document and identified by the WBPCB during installation, the WBPCB shall promptly notify the Supplier in writing for supply and installation of instruments of required quality. Upon receipt of such notice, the Supplier shall, within a period of 15 (fifteen) days from the date of the notice shall complete the supply and installation at the Supplier's expenses. If the Supplier, having been notified, fails to complete the supply and installation of as per specification and quantity in LoA, within the period specified, the WBPCB may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights, which the WBPCB may have against the Supplier under the Contract. Replacement has to be made within the above stipulated period; otherwise, Liquidated damage will be imposed.

13. Liquidated Damage:

The supplier shall have to act in response to the LoA to comply with the supply and installation within forty-five (45) days from the date of issuance of LoA. An amount of half percent (0.5%) of the total award price, per week of delay, subject to a maximum of five percent (5%) of the total award price, will be deducted from bill against delayed supply as Liquidated Damage.

Thereafter, the WBPCB will decide the penalty for causing damage to the WBPCB due to non-supply of the materials. Amount equal to 10% of that of non-supplied material(s) shall be deducted in addition from the billed value after that period.

The Board reserves the right to take a decision, including cancellation of the order, thereafter.

14. Cancellation of LoA:

If any supplier fails to deliver the entire consignment as per LoA even after the Liquidated Damage (LD) period, the WBPCB shall issue show cause notice for non-delivery of item(s). In such case, the WBPCB reserves the right to cancel the LoA without any further notice.

15. Warranty:

This warranty includes all spare parts and services to keep the Serological Water Bath, the Supplier shall warrant to the Board that the Serological Water Bath comply strictly with the Specifications and has no defect, arising from design, materials, or workmanship or from any act or omission of the Supplier, that may develop under normal use of the supplied the Serological Water Bath in the conditions prevailing to the final sites.

Period of Warranty:

This warranty shall remain valid for the period as mentioned in the Schedule-A against respective instruments, from the date of taking over of the instruments by the WBPCB.



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16. Other conditions:

All matters omitted from this document which may reasonably be incurred to be obviously necessary for proper supply and installation of the Serological Water Bath shall be deemed to be included in this supply, and the supplier shall be held responsible for any errors or defects which the Supplier may make due to such omissions thereof. All the labour, logistics, transportation and all other requirements for delivery shall be provided by the Supplier.

Upon successful delivery of the material at the Malda Regional Laboratory, WBPCB, the supplier shall notify the WBPCB in writing that all the supplies under the LoA have been completed.

17. Fraud and Corruption:

The WBPCB requires that bidders observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, following are defined:

“Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution; “Fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract;

“Collusive practice” means a scheme or arrangement between two or more bidders, with or without

The knowledge of the WBPCB, designed to establish bid prices at artificial, non-competitive levels;

“Coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract.

The WBPCB will reject a proposal for award, if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract in question.

18. Applicable Law and Arbitration:

Laws, Rules and Regulations applicable within the jurisdiction of the Republic of INDIA shall be applicable in case required. In the event of any dispute or difference whatsoever arising under the contract or in connection therewith including any question relating to existence, meaning and interpretation of the contract or any alleged breach thereof, the same shall be referred to the sole Arbitration of the Chairman of the WEST BENGAL POLLUTION CONTROL BOARD or to a person appointed by him for that purpose. The arbitration shall be conducted in accordance with the provisions of Arbitration and Conciliation Law 1996.



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INSTRUCTIONS TO BIDDERS

1. Conditional offers will not be accepted and will be liable for rejection of bid. Incomplete Bids in respect to this Bid document will be rejected.
2. **Bidder should not have been blacklisted by any Govt. Authority. A self declaration in this regard is to be attached.**
3. WBPCB will not be responsible for any cost(s) or expense(s) incurred by bidders in connection with the preparation or submission of bids.
4. In the event of date of submission of bids being declared is a closed holiday for WBPCB's Office, the date for submission of bids and opening the bids will be on the following working day at the appointed time.
5. Any bidder, who submits more than one bid, will be disqualified.
6. The bidder should quote rate only in **Indian currency (INR)**.
7. The bidder may modify or withdraw its bid after the bid's submission; prior to the deadline prescribed for submission of bids. No bid shall be allowed to be modified subsequent to the closing of bid submission. No bid shall be allowed to be withdrawn in the interval between the opening of Bid and the expiration of the Bid validity period.
8. The acceptance of the bid will rest with the WBPCB, who does not bind itself to accept the lowest quotation and reserves to itself the authority
 - a) to reject any or all of the bids received;
 - b) to accept the whole or any part of the bid and the bidder shall be bound to complete the supply and installation at the rate quoted;
 - c) to place order to one or more bidder(s) without assigning any reason whatsoever and the bidder shall have no claim towards revision of rates or other condition if his rate is accepted.
9. No claim shall be entertained and no benefit shall be arrived at out of any typographical, arithmetical and clerical mistakes in the bid papers.
10. Bidders are expected to examine the Bid Document carefully and are deemed to have received and read all documents. It shall be the responsibility of the Bidder to request copies of any missing documents. Failure to do so will be at Bidder's risk.
11. The selected bidder shall be bound to supply, installation & commissioning the additional quantity of ordered Serological Water Bath, if required, defined by this document for any period of time during the validity of the contract at rates accepted by the Board.
12. Canvassing in connection with bids is strictly prohibited and the bid submitted by the bidder, who resorts to canvassing, will be liable to rejection.



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TECHNICAL BID FORM

Schedule A

Technical Specification of one (01) number Serological Water Bath to be supplied at the Malda Regional Laboratory of West Bengal Pollution Control Board

Equipment Name: Serological Water Bath	
BOARD'S SPECIFICATION	BIDDER'S RESPONSE
1. Make, Model & Condition	
a) Manufacturer	
b) Model	
c) Dimension / Weight	
d) Electricity	
e) Other necessary utility	
2. Specification	
i. Internal Capacity	: 30-34 Liters
ii. Load	: 3.0 KW
iii. Heating System	: Immersion heaters
iv. Temperature range:	: Ambient to 100°C
v. Temperature Accuracy:	: $\pm 0.2^{\circ}\text{C}$
vi. Controller:	: Microprocessor based PID Digital temperature Indicator-Cum-Controller
vii. Control panel	: On/Off switch Heating and mains indicator Thermostatic temperature controller
viii. Insulation	: Special grade mineral wool
ix. Outside finish	: Mild Steel duly powder coated
x. Material of Inside Chamber	: Stainless Steel 304 grade
xi. Suitable for test tube racks at inside chamber	: 8 (eight) racks (rack size: L x W x H=30x13x7 cm)
xii. Thermometer Pocket	: For checking the temperature of water
xiii. Stirrer	: 1/20 Hp Motor with SS rod and blade
xiv. Power Supply	: 220-230 V / 50 Hz
xv. Top Lid	: Stainless steel top lid
xvi. Over Temperature protection	: Inbuilt over temperature protection facility
xvii. User Manual	: Manufacture's user manual
xviii. Warranty	: 01 (One) Year from the date of installation

Date:

Signature of the Bidder with seal



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Annual Turnover Statement

To
Chief Scientist,
West Bengal Pollution Control Board,
Paribesh Bhawan,
10A, Block-LA, Sector-III
Bidhannagar, Kolkata-700 106.

Ref: NIT No. _____, dated _____

Respected Sir,

In reference to the above NIT No. _____ dated _____ I am submitting here
with the details as given below: -

Sl. No.	Particulars	Details		
01.	Name of the Firm /Company			
02.	Address			
03.	Telephone No.			
04.	Email ID			
05.	Name of authorized person			
06.	Telephone No.			
07.	Email ID			
08.	Details of Turn Over for Financial Year	FY-2024-25	FY-2023-24	FY-2022-23

I/We hereby declared that all information furnished by me/us is correct and true and in the event that the information is found to be incorrect / untrue, the WBPCB shall have the right to disqualify me/us without giving any notice or reason.

Thanking you.

Yours faithfully,

(Signature of the Tenderer)

with seal

BID for Supply and installation of Serological Water Bath to Malda Regional Laboratory West Bengal Pollution Control Board



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Financial Bid Form (Form C)

For

“Supply and installation of one (01) no. Serological Water Bath to the Malda Regional Laboratory of West Bengal Pollution Control Board,”

Name of the Bidder	
Address	
Phone	
Fax	
Email	
Name of authorized person(s)	
Signature of the authorized person(s) with seal	
Name of authorized person(s)	

Date:

Signature of the Bidder with seal



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Bidders may please fill up the BOQ format and the same should be filled up in format "D" of Financial Bid.

Financial Bid form, BOQ (Form D)

Tender title: Supply and installation of Serological Water Bath for Malda Regional Laboratory, WBPCB					
Tender ID:					
Tender Inviting authority: Member Secretary, West Bengal Pollution Control Board					
Name of Work: Supply and Installation of Serological Water Bath at Malda Regional Laboratory, WBPCB					
Name of the Bidder:					
Schedule of Work/ item(s)					
Sl. No.	Description of Work/ Item(s)	No. of Qty	Units	Item Code	Bidder's offer Rate (Without Tax) (Rs.)
1.	Serological Water Bath	1.00	No(s)	Item 1	
Total in figures					

Date

Signature of the Bidder with seal