

**WEST BENGAL HANDICRAFTS DEVELOPMENT  
CORPORATION LIMITED (MANJUSHA)  
(A Govt. of West Bengal Corporation under MSME & Textiles Department)  
BLOCK IB-181, SECTOR-III, SALT LAKE, KOLKATA-700106**

**E-mail: [accounts@manjusha.in](mailto:accounts@manjusha.in); [centralstore@manjusha.in](mailto:centralstore@manjusha.in)**

**E-Tender No.: WBHDCL/NIT-397/21-22**

**Date: 25-03-2022**

**SELECTION OF THIRD PARTY ORGANIZATION FOR TESTING OF  
SCHOOL SHOE TO ASCERTAIN THEIR CONFORMITY AS PER  
SPECIFICATIONS AS MENTIONED IN SCHEDULE OF REQUIREMENT**

### **Tender Information**

West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) invites e-tender in two parts (Technical Bid & Financial Bid) from experienced and bonafide Testing Agencies/Govt. Organisation/Semi-Govt. Organization/Govt. Undertaking having valid NABL accreditation for “**Selection of Third Party Organization for Testing of School Shoe to ascertain their conformity as per Specifications as mentioned in Schedule of Requirement**”.

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, conditions, eligibility etc. other than financial information will be provided from this office in the Pre-Bid meeting. The venue and date of Pre-Bid meeting is shown in the table of date & time schedule.

Participating firms/organizations 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. The rate quoted should be inclusive of GST and all other extra or additional charges (nothing extra or additional, shall be payable). 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. The offered rate shall be valid for a period of 36 months.

1. In the event of e-filing, intending bidder may download the tender document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate through e-Filing. Physical documents can also be submitted as indicated subsequently.
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 tender time schedule mentioned in the tender documents. The documents submitted by the bidder should be properly indexed and digitally signed.
3. Both Technical document and Financial bid are to be submitted in Technical (Statutory & Non - Statutory folders) and Financial folder concurrently and digitally signed on the website <https://wbtenders.gov.in>
4. Earnest Money/Bid Security shall be Rs. 20,000/- (Rupees twenty thousand only) deposited online by net banking through ICICI Bank payment gateway. Bidder shall upload scanned copy towards proof for depositing the earnest money. EMD has to be submitted in terms of circular 3975, dated: 28.07.2016 of Finance Department, Government of West Bengal.
5. The technical bid and financial bid will have to be submitted as mentioned below:

#### **A. Documents to be submitted for Technical Bid:**

The bidders are instructed to submit following documents as self attested photocopies for the technical bid failing which bid application shall be held liable for cancellation.

- i. Copy of proof of electronic fund transfer towards EMD/ Bid Security. EMD has to be submitted in terms of circular 3975, dated: 28.07.2016 of Finance Department, Government of West Bengal.
- ii. Self Attested copy of currently valid NABL accreditation for the work for which bidders wish to participate;
- iii. Self Attested copy of currently valid BIS License for the work for which bidders wish to participate;
- iv. Copy of Certificate of Incorporation and Memorandum of Articles of Association in case of Private/Public Ltd. Company or copy of partnership deed in case of Partnership firm or copy of Certificate of Incorporation and partnership deed in case of LLP or copy of proof of Proprietorship Firm.
- v. Audited Balance Sheet for the last 2 (two) financial years (2019- 20 & 2020-21).
- vi. Self Attested copy I.T. return/acknowledgement for Financial year 2 0 2 0 - 2 1 a n d 2019-20 along with self attested copy of valid PAN Card of the Agency/organization.
- vii. Copy of GST Registration Certificate.
- viii. Copy of GST Return for last one financial year i.e., 2020-21.
- ix. Certificate from Competent Authority specifying the credential for testing (in quantity and value) of footwear done in the last 3 financial years (2018-19, 2019-20 & 2020-21).
- x. Notarised declaration in the form of an affidavit on non-judicial stamp paper to the effect that the bidder has not been black-listed or enlisted in the defaulters list.
- xi. Notarised declaration of having at least one completely equipped laboratory for testing of PVC school shoe with complete address. It should also contain the contact number of the authorized person.
- xii. Declaration mentioning the time period and minimum number of samples required for testing of PVC school shoes as per defined specifications and testing procedure as mentioned in this Schedule of Requirements.
- xiii. Declaration mentioning that the bidder shall collect the sample from MANJUSHA, Head Office and deliver the test report along with odd pair of each tested shoe duly signed and stamped to MANJUSHA, Head Office.
- xiv. Undertaking that the rate shall remain valid for a period of 36 months or any extension thereof made by authority.

#### **B. Financial Bid:**

- Single rate (inclusive of GST and all other extra or additional charges) for one test report of school shoes should be quoted in BOQ.

## 6. Important information date and time schedule:

| Sl. No. | Particulars  | Last date               |
|---------|--|-------------------------|
| 1.      | Publication of e-NIT (Bidding Documents)                                     | 25.03.2022 (06:00 p.m.) |
| 2.      | Pre-Bid Meeting  | 30.03.2022 (03:00 p.m.) |
| 3.      | Incorporating amendments pursuant to queries of pre-bid meeting or otherwise | 04.04.2022              |
| 4.      | Start date and time of uploading Bids  | 25.03.2022 (06:00 p.m.) |
| 5.      | Last date and time of uploading Bids   | 07.04.2022 (02:00 p.m.) |
| 6.      | Date and time of opening of Technical Bids                                   | 08.04.2022 (03:00 p.m.) |
| 7.      | Technical Bid Evaluation.  | 11.04.2022              |
| 8.      | Uploading list of responsive/ non-responsive Bidders.                        | 12.04.2022              |
| 9.      | Financial Bid Opening  | To be notified later    |
| 10.     | Award of Contract  | To be notified later    |
| 11.     | Deposit of Performance Security and Signing of Agreement                     | To be notified later    |

*Note: The tender authority reserves the right to change the above schedule in case of any exigency after putting up a notice in <https://wbtenders.gov.in>*

## 7. Terms and Conditions:

### I. Pre-qualification Criteria:-

- i. The intending bidder should have currently valid NABL accreditation for the work for which they wish to participate;
- ii. The intending bidder have currently valid BIS empanelment for the work for which they wish to participate;
- iii. The intending bidder should have experience for testing of PVC school shoes for assignment of Rs. 50,000/- per year in any one of the last three years (2018-19, 2019-20 & 2020-21). The Experience Certificate certified by the Competent Authority shall have to be submitted online.
- iv. The intending bidder should have valid GST Registration and valid PAN.
- v. The intending bidder shall have to collect samples for laboratory testing from the Head office of West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) as and when intimated, even on Saturday, Sunday and on Holidays if required;
- vi. The intending firm/organization should have infrastructure to collect samples for laboratory testing from the Head office of West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA).
- vii. The final test report with conclusive summary as to the conformity of the materials with respect to defined specification and one odd pair of each tested samples duly signed and stamped should reach the office of the Managing Director, West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) within 7 days after collecting samples;
- viii. The bidder should submit declaration mentioning the time period of testing for School Shoe as per Schedule of Requirement and testing procedure as

mentioned in this NIT.

- ix. Intending bidder should have at least one completely equipped laboratory for testing of PVC school shoes.
- x. West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) reserves the right to inspect the infrastructure of the bidder before selection.
- xi. West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) also reserves the right to empanel one or more organizations and award work order for whole or part of its requirement. MANJUSHA reserves its rights to seek clarification before accepting any offer/tender. MANJUSHA reserves its right to make offers to other bidders for accepting the L-1 rate and empanel them.
- xii. The bidder should submit all requisite documents in Technical Folder.

**II. The EMD/Bid Security will be forfeited in the following events:-**

- a. If a Bidder withdraws bid during period of bid validity specified by the Bidder.
- b. If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, collusive practices or restrictive practice.
- c. If it is found that any record submitted by any Bidder is incorrect, manufactured or fabricated, false and/or untrue.
- d. If the Bidder is declared disqualified on account of fraudulent/corrupt practices.
- e. If the Selected Bidder fails to:
  - i. Sign the Contract in accordance with the terms of bid document.
  - ii. Furnish a Performance Security.
  - iii. If the Bidder is otherwise in breach of the terms of the Bidding Documents.

**III. Cancellation of Tender/Contract:**

- i. The Tender Authority reserves every right to accept or cancel any part or all tender without assigning any reason thereof and go for fresh tender.
- ii. The authority reserves the right to inspect the infrastructure of the bidder before selection. If the inspection report is not satisfactory, the tender of the agency may be cancelled.
- iii. If it is found that the selected agency has submitted any forged document or gave wrong information at any stage his tender/contract will be cancelled with immediate effect.
- iv. If a Bidder engages in a corrupt practice, fraudulent practice, coercive practice, collusive practices or restrictive practice.
- v. If it is found that any record submitted by any Bidder is incorrect, manufactured or fabricated, false and/or untrue.
- vi. Delayed submission of test reports, damage of material during transition, improper test report.

**IV. Materials to be checked or inspected:** The details of the materials required to be put to inspection & test along with specification is given in Schedule of Requirement (SOR).

**V. Sampling Plan:**

West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) shall have the right to draw samples before and after delivery randomly from a consignment (A consignment is defined as the quantity of School Shoe manufactured under similar conditions ready to be delivered/ delivered to a buyer against one challan) and provide it to the agency for testing as per SOR. The sampling will be done in following manner:-

- School shoe samples (minimum quantity required to conduct testing) shall be randomly selected out of the total consignment and shall be handed over to the testing agency for one test report. It is not possible for MANJUSHA to provide upper material and sole separately.

**VI. Inspection & Tests:** Testing of materials shall be done in two ways:

- Physical Inspection:** School shoe samples (minimum quantity required to conduct testing) from the total quantity of a particular consignment will be drawn randomly as samples and the samples shall be checked physically by the "Checking Team" constituted by the West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA) to ascertain that the quantity conforms to the physical specification, dimension and absence of defects like deformation, holes, tears etc. If samples are found satisfactory then only the consignment will be considered for laboratory testing otherwise the whole consignment stands cancelled.
- Laboratory Testing:** Physically passed pairs of samples (required for one test report) shall be handed over to the testing agency for necessary testing. Laboratory testing will be done at NABL accredited laboratory for the samples drawn as per plan detailed in point "V" above. One odd pairs of each tested samples should be returned to the tendering Authority with required test report.

**VII. Rate:** Minimum rate for one test report (inclusive of GST and all other extra or additional charges) has to be quoted in the BOQ as mentioned in clause 5 (B) on Page 2 of this NIT. The rate quoted will be valid for 36 months or any other extension thereof made by the authority after the last date for bid submission as specified in this e-NIT.

**VIII. Security Deposit:** Successful bidders shall have to submit a Security Deposit of Rs. 50,000/- (Rupees fifty thousand only) in the form of Bank Guarantee and execute an agreement regulating to the Terms & Conditions in the prescribed format within 3 (three) days from the date of receipt of offer letter.

**IX. Penal Clause:** Test reports shall have to be submitted within 7 days after collecting samples. Delayed submission of test reports, damage of material during transition, improper test report or engaging in corrupt/fraudulent/coercive/collusive/restrictive practices shall attract penal action

against the bidder. In such case the authority reserves the right to cancel the work order fully or partly and/or invoke Bank Guarantee in lieu of Security Deposit or as decided by the authority as deemed fit.

**X. Execution of Agreement and Payment of Bill:-**

- i. After finalization of tender and submission of Security Deposit, the selected bidder is required to execute an agreement at their own cost on a Non-judicial Stamp Paper of value Rs. 100/- 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 in all respect. No interest will be paid in case of any delay in payment.
- iii. Submission of Bills:-Tax Invoice in triplicate to be submitted clearly mentioning the tender no. with date and work order no. with date;
- iv. Applicable GST, if any should be clearly indicated in each copy of bill;
- v. Authority reserves all right to accept or cancel any part or whole bill after proper verification of the same.
- vi. 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.

## SCHEDULE OF REQUIREMENTS (SOR)

### 1. FOREWORD

The designs prescribed in the Schedule of Requirements for boys & girls shoes has been developed primarily for school going boys & girls for sizes 7 to 1 and 2 to 5. Keeping in view, the foot comfort as well as the factors for the healthy growth of their feet, wide fittings 'G' have been recommended.

### 2. SCOPE

This standard prescribes the requirements, methods of sampling and tests for boys and girls black school shoes.

### 3. TERMINOLOGY

For the purpose of this standard, the definition given in IS 2050:1967 shall apply.

### 4. REQUIREMENTS

The Bidder must agree that the specifications of the black school shoes are the minimum quality requirement. Black school shoes of higher quality will be given preference for Technical eligibility of Bidder. The decision of the Purchase Committee for selection of Technical eligibility of Bidder, based on higher quality black school shoes will be final.

#### **Material**

##### Upper Material

PVC coated on PC/PV fabric (woven or non-woven) for main part of upper 1.8mm  $\pm$  0.2mm thick.

**In sock:** Fabric of thickness–0.8mm  $\pm$ 0.2 mm with EVA cushion of thickness 3.5mm (fabric surface towards foot).

**Buckle:** Steel buckles with rust proof coating according to width of the strap ranging from 12mm to 18mm shall be used.

**Sole:** Colour black Expanded PVC material of high quality of density–0.8 $\pm$ 0.1g/cc.

**Lace:** Colour black, Round nylon/polyester or blended lace diameter 3mm  $\pm$ 0.5mm, having tips bound with plastic of length 65cm (min.)

**Eyelet:** Black enameled aluminum eyelet–4mm  $\Phi$  with washer (no.400)

**Binding/Piping:** Nylon/polyester or blended tape of best trade quality –16mm 2 $\pm$  mm width.

**Toe puff stiffener:** Thermoplastic sheet–0.7mm  $\pm$  0.1mm thick (heat activated)

**Counter stiffener:** Thermoplastic sheet–1.4mm  $\pm$  0.2mm thick (heat activated)

**Thread:** Nylon/polyester or blended thread 40/3 & 60/2



### **Shape and Design**

The shoes shall be made to the pattern, shape and design as shown in the photograph. The shoes shall be made on lasts in sizes 7 to 1 and 2 to 5 fittings

'G' having reference to IS: 1638. Derby shoe with lace having three eye lets. For a few exceptional cases, small quantity of smaller/ larger sizes of shoes may also be required to be supplied.

### **Soling Pattern**

The soling shall not include continuous lateral tread patterns or any other features, such as sharp corners at the base of the sole pattern, which may accelerate or cause premature crack formation.

The design should be such that the sole will have adequate skid resistance with clear the height of min.3mm.

Fore part thickness shall be min.8mm.

Heel thickness shall be min.13mm.

NOTE–

The pattern of sole may have significant effect on the formulation of premature cracks and safety on slippery surfaces.

### **Manufacture**

The upper shall be closed with lock stitching using nylon threads. The number of stitches shall be 3 to 4 per centimeter. All loose ends of the threads shall be secured.

Upper shall be lasted by string lasting method

Metal roller buckle shall be used according to the width of the strap.

The sole will be directly injected PVC expanded sole.

### **Finish**

The upper of the shoe shall be finished by polishing and brushing to impart shine to the shoes.

### **Sole Hardness**

The hardness of the sole shall be measured in not less than 4 days but not more than 90 days after molding and when tested in accordance with the method prescribed in IS 12240 (Part 2) : 1988, after conditioning shall be within  $65 \pm 5$  Shore 'A' /IRHD.

### **Volatility**

When tested in accordance with IS 12240 (Part2): 1988 using test pieces of PVC compound taken from soling components respectively, the mean loss in mass of the three test pieces shall not exceed 3.0 percent.

### **Resistance to cut growth (flexing test) for sole**

When parts of sole are tested in accordance with the method prescribed in IS 12240 (Part 7):1988 the cut growth shall not be more than 300 percent after the test piece is subjected to 1,00,000 flex cycles.

The test pieces shall be cut parallel to the centre line of the sole. Measurement of cut growth shall be confined to the outside surface of the test piece depending on the conditions for use.

**Resistance to flexing for upper**

When parts of the upper are tested in accordance with the method prescribed in SATRA PM 55 (BALLY flexing), no cracking shall occur during 80,000 flex cycles.

**Tear strength of upper material**

When parts of the upper are tested in accordance with the method prescribed in SATRA PM 30, the value shall not be less than 3kg.

**Bond strength**

Upper/out sole bond strength-The bond strength when tested as per IS 15298 shall not be less than 3N/MM.

**Relative Density of Soling Material**

The Relative Density of the material after molding shall be between 0.80.1 gm per cc.

**Abrasion test on sole**–Max volume loss 250mm<sup>3</sup> at 5N load as per ISO: 4649.

**5. MARKING**

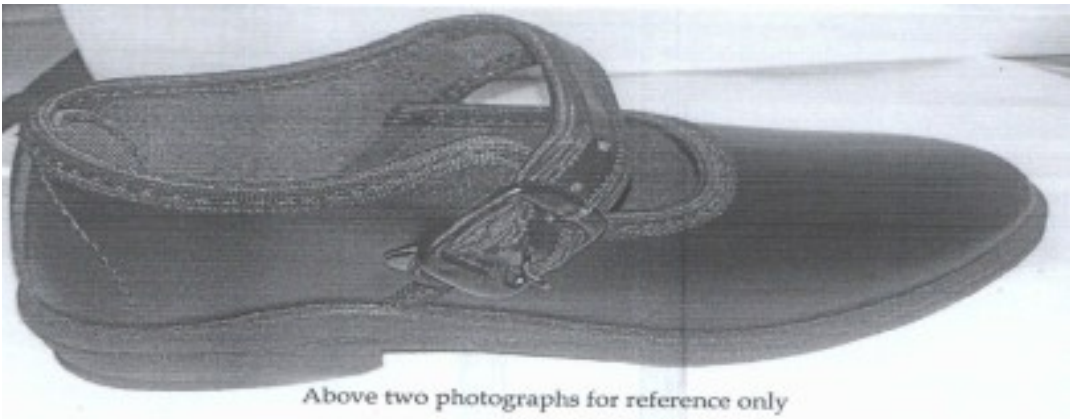
The size and fitting of the shoe shall be legibly stamped on the waist of the full sock. The manufacturer's name or recognized trademark, if any, together with the year of supply may also be legibly stamped on the waist of sock.

**6. PACKING**

- ▶ Each pair of shoes shall be wrapped in tissue paper and put in a mono carton and such 36 mono cartons to be placed in a master carton (5ply) duly strapped.
- ▶ Each carton shall be marked with the size and fitting of the shoes.

**7. SAMPLING AND CRITERIA FOR CONFORMITY**

For the purpose of ascertaining the conformity of the material in a consignment of this specification, the scale of sampling and criteria for conformity shall be as prescribed in IS 2051:1962.



Above two photographs for reference only

**Format for Security Deposit**

Date [*Insert date (as day, month and year) of Bid Submission*]

Bid No. & Title: [*Insert no. & Title of bidding process*]

Bank's Branch or Office: [*Insert complete name of guarantor*]

Beneficiary: [**West Bengal Handicrafts Development Corporation Ltd. (MANJUSHA):  
Karu-Angan, IB-181, Sector III, Salt lake, Kolkata-700106**]

PERFORMANCE GUARANTEE NO. : [*Insert performance guarantee no.*]

We have been informed that [*insert complete name of supplier*] (herein after called "The supplier") has entered into contract no. [*insert no.*] dated [*insert day & month*], [*insert year*] with you, for the supply of [*Description of goods and related services*] (herein after called "The Contract").

Furthermore, we understand that, according to the conditions of the contract, a performance guarantee is required.

At the request of the supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding [*insert amount(s) in figures and words*] upon receipt by us of your first demand in writing declaring the supplier to be in default under the contract, without cavil or argument, or your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee shall expire no later than the [*insert no.*] day of [*insert month*] [*insert year*], and any demand for payment under it must be received by us at this office on or before that date.

[*Signatures of authorized representatives of the Bank and the supplier*]

[**Remarks: The Security Deposit shall be valid upto \_\_\_\_\_**]