

SOUTH BENGAL STATE TRANSPORT CORPORATION
(A Government of West Bengal undertaking)
Dr. B.C.Roy Avenue, Durgapur-713201.

e-TENDERDOCUMENTS for implementation of Tally software at different establishments of SBSTC.

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| Tender No & Date | 626 /AC/SBSTC/2025-26 DTD. 14.11.25 |
| Name of the work | Implementation of Tally software at different establishments of SBSTC. |
| Bids invited for | Separately for: 1)Implementation of Tally vide cloud server to used by the users located at different depots and divisions, 2)Customization with the existing system, 3)Training of personnel. 4) Salary of the dedicated personnel for the redressal of the problems. |
| | [Rate should be quoted in BOQ Format] |
| Date of Publishing Online | 20.11.2025 |
| Bid submission and document download start date. | 20.11.2025 |
| Last date for submission of Tender Document for Technical/Financial bids [Online] | 03.12.25 |
| Opening of Technical Bids | 05.12.2025 |
| Pre- Bid meeting | 25.11.25 |
| Address of Communication | Dr. B.C. Roy Avenue, Durgapur-01. |
| Content of the Tender Document | Eligibility criteria for the bidders:-Technical Bid Financial Bid |
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TECHNICAL BID

ELIGIBILITY CRITERIA FOR BIDDERS.

Scanned copies of the following documents are to be up loaded.

1. Bidders should have at least 02(Two) years experience in relevant field. Supporting documents to be uploaded,

2. Bidders should upload/submit the copy of PAN card, Trade License, GSTN documents, Tax Returns (e.g IT, GST etc, for last three years) and Professional tax clearance certificate.

3. Audited Annual Accounts of last three years to be submitted. If any bidder avails the benefit of Section 44AD or 44ADA of income tax Act 1961, Self declaration accompanied by the ITR to be uploaded and submitted.

4. Bidders should enclose a declaration regarding uninterrupted service as per the Agreement.

5. The rates must be quoted by the bidders clearly. There should not be any ambiguity inclusive of GST. GST and other taxes(if applicable) to be paid as per the applicable rates and as per the legitimacy.

6. Self declaration in the letter head pad about “Not being blacklisted previously” by any organization is to be uploaded/submitted.

7. Self declaration to be uploaded in the letter head pad about regarding redressal of problems or resolving the technical glitches by the selected bidder within 72 hours of the receipt of the information. A dedicated person to be deployed for redressal of the problems faced by SBSTC while operating tally.

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(II) GENERAL TERMS & CONDITIONS FOR THE BIDDER

1. Tender should be in prescribed format obtained online from the e-tender portal **www.wbtenders.gov.in**. and it should be submitted as per the instruction given “Eligibility criteria for bidders” of tender document.
2. Comprehensive Rate should be quoted considering all cost factor Fixed cost, variable cost, etc.) **PER unit including GST. The bidder whose Quote is lowest in overall quotations will be awarded the contract. The No. of trainees and no. of users will be made known to the bidders on the day of prebid meeting.**
3. SBSTC reserves the right to accept or reject any or all the tenders at any time. Corporation reserves the right to choose the successful bidders based on the L1 rate, credentials, performance, etc or as per the provision of Rule -47(8) of WBFR of the Order No. 5400-F(Y) of Finance department, government of West Bengal, dtd. 25.06.12.
4. The successful bidder shall be intimated very shortly after closing date of tender. Hence, no enquiry in this regard will be encouraged.
5. Online bid must be submitted not later than specified date and time.
6. SBSTC may, at its discretion extend the deadline for submission of bids by amending bid documents.
7. On scrutinizing, if it is found that the tender documents are incomplete, the bid will be rejected.
8. **A trial Work Order is to be issued to the selected bidder at first for three months. The final Work Order is to be issued after the successful customization of required aspects which is suitable for SBSTC.**
9. **The final Work Order to be issued for one year. It may be renewed on the basis of satisfactory performance up to a maximum period of Five years.**
10. **The security deposit of 2% of the project cost is to be collected from the selected L 1 bidder.**
- 11) **The payment terms will be as follows:**
 - a) **30% of the project cost after implementation cloud server.**
 - b) **30% of the project cost after next three months successful customization**
 - c) **40% of the remaining project cost on successful results after next three months.**However, the payment terms is negotiable on mutual agreement.
12. Dedicated person(s) to be deployed by the selected bidder for the redressal of the problems.
- 13) The training schedule for each division is to be made for at least 5 days training in a centralised location of each division. Therefore atleast 15 days training is to be imparted altogether.
- 14) No. of trainees and no. of users are to be made known to the bidders in the pre bid meeting.

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FINANCIALBID

"Financial Bid" shall contain base rates of **PER UNIT**, considering the Fixed and variable portion, inclusive of GST and other taxes, to be offered by the parties. The bidders are required to fill their offered rate online only in BOQ folder.

Managing Director
South Bengal State Transport Corporation

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