



WBSEDCL

WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A Govt. of West Bengal Enterprise)

Office of the Chief Engineer : Procurement &amp; Contracts Department

Vidyut Bhavan (4th Floor) : Bidhannagar : Block-DJ, Sector-II, Kolkata-700 091

Phone No. 033-2359-8397 : Fax No. 033-2359-1921 / e-mail -[procurementdept@wbsedcl.in](mailto:procurementdept@wbsedcl.in)CIN- U40109WB2007SGC113473, website: [www.wbsedcl.in](http://www.wbsedcl.in)

GSTIN No. 19AAACW6953H1ZX

**NOTICE INVITING TENDER FOR EMPANELMENT OF ADDITIONAL VENDORS FOR POLYMER INSULATORS****N.I.T No. P-56/2025-26/PC-I/Add. Emp./INSU**

Tenders are hereby invited by the Chief Engineer, Procurement & Contracts Department, WBSEDCL, Vidyut Bhavan (4th Floor), Bidhannagar, Block-DJ, Sector-II, Kolkata-91 through electronic tendering (e-tendering) from genuine manufacturers only for further Empanelment of Vendors for the following items as per the Technical Specification of the N.I.T. in continuation to the existing list of Empanelled Vendors for these items against previous NIT : P-50/2023-24/PC-I/ Insu.Empnl. opened on 10.01.2024.

Sl. No.	Description of Items
1.	11KV Composite Polymer Pin Insulator with FRP diameter 24mm
2.	33KV Composite Polymer Pin Insulator with FRP diameter 33.5mm
3.	11KV 45 KN Polymer Disc Insulator ( B & S Type )
4.	33KV 70 KN Polymer Disc Insulator ( B & S Type )

(a) The existing Empanelled vendors who are already empanelled for all the items against our previous NIT no. P-50/2023-24/PC-I/Insu.Empnl.opened on 10.01.2024, need not submit bid for this tender. If they are not empanelled in any of the items against NIT no. P-50/2023-24/PC-I/Insu.Empnl. opened on 10.01.2024, may apply for those items for which they are not empanelled.

(b) The validity of Empanelment against this NIT will be valid for the left out period of three years (i.e up to 31.07.2027) from the date of previous Empanelment i.e. 31.07.2024 with the provision for further extension up to a maximum of 01 (One) year against our previous NIT. The commencement of validity of empanelment against this tender will be from the date of issuance of list of vendors empanelled against the instant tender.

(c) The Bidders may offer any/ all the items of the tender.

**Tender Fee: NIL.****Fixed Earnest Money Deposit (EMD):**

(i) **For Manufacturers other than applying for Promotional Category:** EMD amounting to Rs. 5,00,000.00 (Rupees Five Lacs Only) is to be deposited through online mode only by the participating bidders as indicated in terms of the Tender. If the offer is submitted with inadequate Earnest Money as mentioned above, the bid will not be opened.

(ii) **For Manufacturers applying for Promotional Category:** EMD amounting to Rs.2, 50,000.00 (Rupees Two Lacs Fifty Thousand Only) is to be deposited in the form of Bank Guarantee (BG) only. The Validity of BG shall be 54 (Fifty Four) Months from the due date of submission of tender and with a claim period of another 03(Three) Months.

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**Schedule of Dates for e-Tendering:**

Sl. No.	Activity	Date & Time
1	<b>Publishing Date</b>	<b>02.01.2026 at 11-00 hours</b>
2	<b>Document Download start date</b>	<b>02.01.2026 at 11-00 hours</b>
3	<b>Date of Pre-bid Meeting</b>	<b>15.01.2026 at 11-30 hours</b>
4	<b>Bid submission start date</b>	<b>15.01.2026 from 15-30 hours</b>
5	<b>Bid submission end date</b>	<b>10.02.2026 upto 15-00 hours</b>
6	<b>Last date of physical submission of EMD</b>	<b>11.02.2026 upto 14-00 hours</b>
7	<b>Technical Bid opening date</b>	<b>12.02.2026 at 15-30 hours</b>

Intending bidders desirous of participating in the tender are to log on to the website <https://wbtenders.gov.in> for the tender. The tender can be searched by typing WBSEDCL in the search engine provided in the website.

Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) in the name of person who will sign the tender, from any authorized Certifying Authority (CA) under CCA, Govt of India (viz. nCode Solution, Safescrypt, e-Mudhra). DSC is given as a USB e-Token. After obtaining the Class 2 or Class 3 Digital Signature Certificate (DSC) from the approved Certifying Authority they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

**Tenders are to be submitted online** and intending bidders are to download the tender documents from the website stated above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given in “**Instructions to Bidders**”.

**Terms & conditions of the e-Tender Notice**

1. The e-tender will be of single part for empanelment of vendors for Polymer 11KV & 33KV Pin & Disc Insulators. The validity of Empanelment against this NIT will remain valid for the left out period of three years (i.e up to 31.07.2027) from the date of previous Empanelment i.e. 31.07.2024 with the provision for further extension up to a maximum of 01 (One) year against our previous NIT. Interested manufacturers of Polymer Insulator should upload the relevant papers as per format uploaded in the portal of the e-tender.

The list of empanelled manufacturer for “**Item wise Polymer Insulators**” against this NIT will be made available in the WBSEDCL website after completion of Empanelment process.

Limited e-Tender among the empanelled vendors will be floated subsequently for confirmation of Schedule of bids (vide Form-I) including Delivery schedule, Declaration Sheet (vide Form-II), Deviation Sheet (vide Form-III), Check List (vide Form-IV), G.T.P. with drawing, as approved (vide Form V), submission of Average Annual Turnover for the last three financial years (vide Form VI), Statement of orders executed during last three Financial Years (vide Form VII), List of Type Test Reports conducted within 05(five) years from the due date of submission of bid document against tender for empanelment which will remain effective during the period of Total Empanelment submitted (vide Form VIII), Declaration of not being

Blacklisted /Debarred/put on Holiday List (vide Form IX), Self Declaration by Proprietor of the bidding company for not being Blacklisted /Debarred/put on Holiday List (vide Form X),

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Declaration regarding No Litigation against WBSEDCL (vide Form XI), Proforma for undertaking to be submitted by the bidder (vide Form XII), Format of Letter of Bid (vide Form XIII), Format of No Claim Certificate (vide Form XIV), the value of Orders in hand to be executed within one year from the date of bid submission for Limited tender and Banker's certificate regarding Financial capability issued within last one year from the date of opening of Limited e-tender, Annexure-I & Annexure-II & Annexure-III etc. and for submission of price bid in financial cover.

2. For limited tender, the Revised Purchase Policy and Purchase Procedure, with latest amendments dated **08.09.2025** and the **Office Order No. 2296 dated 17.10.2023 of Director (HR), WBSEDCL**, as uploaded in WBSEDCL website, are to be followed. In case of subsequent Limited Tender, Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons.
3. The tenderer or their duly authorized representative should **attend the Pre-bid Meeting** at the stipulated date and time.
4. The bidder shall select the tender to bid and initiate payment of EMD.

**Fixed Earnest Money Deposit (EMD):**

- (i) **For Manufacturers other than applying for Promotional Category:** EMD amounting to **Rs. 5,00,000.00 (Rupees Five Lacs Only)** is to be deposited through **online mode only** by the participating bidders as indicated in terms of the Tender. If the offer is submitted with inadequate Earnest Money as mentioned above, the bid will not be opened.
- (ii) **For Manufacturers applying for Promotional Category:** EMD amounting to **Rs.2, 50,000.00 (Rupees Two Lacs Fifty Thousand Only)** is to be deposited in the form of **Bank Guarantee (BG) only**. The Validity of BG shall be **54 (Fifty Four) Months** from the due date of submission of tender and with a claim period of another **03(Three) Months**.

**5. Following payment options are available for paying EMD amount through online mode:**

- i) **Net-banking:** Through Payment Gateway.
- ii) **RTGS/NEFT Payment (Applicable for other than Promotional Category):** On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account. Once the payment is made, the bidder will come back to the e-Procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.
- iii) **Submission of EMD through BG (Applicable only for Promotional Category):** For submission of EMD in the form of BG, bidders will have to opt for **EMD Exemption** in e-tender portal and upload scanned copy of BG in the EMD exemption document upload section. Physical copy of BG shall be submitted at the office of tender inviting authority as per respective clauses of NIT.
- iv) **For submission of EMD in the Form of BG (Applicable only for Promotional Category),** the particulars of the Banker of Procurement & Contracts Department, WBSEDCL are given below:

**Bank: Punjab National Bank**

**Branch: PNB Mayukh Bhavan**

**Cash Credit A/c No.: 1096250031709**

**IFSC Code: PUNB0109620**

**MICR Code: 700024307**

  
**Divisional Engineer (E)**  
**Procurement & Contract Deptt.**  
**WBSEDCL**  
**Vidyut Bhavan, Kolkata-700091**

**6. General Instructions for Online Payment (Applicable for other than Promotional Category):**

- The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.
- Status of NEFT/RTGS payment through Challan for a bid may take time to be updated in 24 Hrs. (approx.). As such bidders opting to pay through NEFT/RTGS mode shall make payment well before 24 Hrs. to avoid any complicity.
- In case actual EMD amount as per NIT is more than the one shown in E-tender Portal, bidders will have to **mandatorily opt for NEFT/RTGS mode (challan mode)** for payment of actual EMD amount . In that case the total actual EMD amount is to be paid only through NEFT/RTGS mode (challan mode). Challan thus generated will contain the amount which has been mentioned in e-tender portal. However, for payment of actual amount calculated as per NIT, bidders shall **strike through the amount in challan and manually put actual EMD amount** while following due payment procedure at respective bank.
- The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.

**7. Refund/Settlement of EMD Amount:**

**A. For Manufacturers other than applying for Promotional Category:**

- For unsuccessful bidders, EMD amount submitted against the tender shall be refunded automatically through an automated process, by NIC portal on receipt of updated status of any bid.
- For successful bid(s), EMD will be refunded from WBSEDCL authority to empanelled vendors after expiry of “Total Empanelment Period” or the completion of the purchase order(s) against the subsequent limited tenders, whichever is later.
- The bank account used for payment of EMD by the bidders shall be maintained operative until the “Total Empanelment Period” or the completion of the purchase order(s) against the subsequent limited tenders, whichever is later. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.
- For any queries related to payments and refunds, bidders will have to communicate with ICICI Customer Support, viz, 033-40267512/13 since payment gateway facility used by E-tender portal is maintained by ICICI.

**B. For Manufacturers applying for Promotional Category:**

For return of the Earnest Money of the unsuccessful tenderer(s), he/she/they is/are to apply for the same to the Chief Engineer (Procurement & Contracts), WBSEDCL, giving the reference to the NIT No., date of tender, amount and mode of Earnest Money deposited – all in a complete form.

8. If any vendor having residual quantities of undelivered materials/equipments against any WBSEDCL order, and the total completion time of the delivery schedule is over, they have to complete the delivery before finalization of the empanelment; otherwise the bidder will not be empanelled.
9. In case, the Empanelled vendors having residual quantities of undelivered materials/equipments against any WBSEDCL order and lagging behind the delivery schedule of previous orders, have to complete the delivery before the date of opening of price bid during subsequent Limited E-Tender otherwise the price bid of that Empanelled vendor(s) will not be opened.

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WBS E-TENDER CORNER

11. The bidder shall submit **along with the offer** necessary documents in support of their previous supply of the items of the tender to WBSEDCL/Other Power Utilities/Other Govt. Departments in earlier occasions.
12. The bidders applying for Empanelment (except who are applying for promotional category) shall have **minimum average annual turnover of Rs. 1.50 Crore (One Crore and Fifty Lac)** for a period of the last 3(Three) preceding financial years.
13. No agent is allowed to participate in the Tender. Original manufacturers of the tendered item(s) will only be allowed to participate in the tender.
14. WBSEDCL reserves its right to take decision keeping its financial interest. The Purchase Policy of WBSEDCL along with the provisions of Vendor Rating & Holiday Listing, as effective from 01.09.2012 and the subsequent amendment effective from 18.03.2013 to till date, will be applicable.
15. If the offer is submitted without or inadequate Earnest Money, the bid will not be opened. In case of incomplete offer, the tender will be liable for rejection and Earnest Money Deposit will be forfeited.
16. The offer shall remain valid for a **minimum** period of **120 days** from the next day of opening of the tender.
17. Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in various statutes, will automatically disqualify the bidders. The qualification in Technical bid will be subject to the receipt and acceptance of EMD within schedule date and time as mentioned in the NIT. WBSEDCL shall not be responsible for any delay in receipt of EMD. In case the EMD is not received within the aforesaid period, the bid will be out rightly rejected. In case, Price bid in subsequent Limited Tender is submitted in offline mode, Bid of the respective Bidder shall be out rightly rejected.
18. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL shall not be eligible to participate in the bidding process.
19. Other information as well as terms and conditions, which are not covered above, will be available in Instructions to Bidders, General Conditions of Contract of this tender, the Revised Purchase Policy and purchase procedure of WBSEDCL with latest amendment and **Office Order No. 2296 dated 17.10.2023** of Director (HR), WBSEDCL.
20. WBSEDCL reserves the right to cancel the empanelment for any or all of the items unilaterally.
21. The empanelment of a vendor is liable for cancellation on review from time to time based upon their performance during the empanelment period.
22. Any further information along with WBSEDCL's Revised Purchase Policy may be had from the website: [www.wbSEDCL.in](http://www.wbSEDCL.in) and the following office:

*Office of the Chief Engineer (Procurement & Contracts),  
 West Bengal State Electricity Distribution Company Limited,  
 Vidyut Bhavan, 4th Floor, Bidhannagar, Kolkata - 700091.  
 Phone No. 033-2319 7731 / 7563*

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## Instructions to Bidders for e-Tender

- 1. Eligibility for participation :**
  - i) **Original manufacturers of the tendered items will only be eligible in the tender.**
  - ii) The bidders (other than applying for Promotional Category) shall have credential for supply of the tendered items to WBSEDCL/other Power Utilities/other Govt. Departments in earlier occasions within last three financial years as mentioned below in 6.2 B (iv) (a) of Instructions to Bidders.
  - iii) Summary statement (vide Form VI) of Average Annual Turnover for a period of Last three financial years, certified by the Auditor appointed under Companies Act, 2013 should be submitted for enlistment.
  - iv) The bidders applying for Empanelment (except who are applying for promotional category) shall have **minimum average annual turnover of Rs. 1.50 Crore (One Crore and Fifty Lac)** for a period of the last 3(Three) preceding financial years.

The bidder shall have adequate financial capability to the extent of the estimated value of their offer in subsequent Limited Tender. During subsequent Limited tender for procurement, pro-rata annualized value of the orders in the bidder's hand corresponding to the contract period of subsequent Limited tender along with the estimated value of the offer of the bidder **should not exceed 150%** of their Average Annual Turnover of the last three completed financial years.

### **2. General guidance for e-Tendering:**

Instructions/Guidelines for electronic submission of the tenders have been mentioned below for assisting the bidders to participate in e-Tendering.

### **3. Registration of bidder:**

Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the e-Procurement system, through logging on to <https://wbtenders.gov.in>.

### **4. Digital Signature certificate (DSC):**

Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders.

### **5. Collection of Tender Document:** The bidder can search and download NIT & Tender Documents electronically from the website mentioned in Clause 3 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

### **6. Submission of Tenders:**

#### **6.1. General process of submission:**

Tenders are to be submitted online through the website <https://wbtenders.gov.in>. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in **single folder i.e. Technical Proposal**. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid.

The bidder needs to download the Forms / Annexure, fill up the particulars in the designated Cell and upload the same in the designated location of Technical Bid.

The documents uploaded shall be virus scanned and digitally signed using the Digital Signature Certificate (DSC). **Tenderers should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.**

  
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## 6.2. Technical Proposal:

The Technical Proposal shall contain scanned copies and/or declarations in the following standardised formats in two covers (folders).

### A. Statutory Cover

#### a) To be submitted in “Drafts” folder

##### i. Fixed Earnest Money Deposit (EMD)

As prescribed before about payment options in the NIT.

#### b) To be submitted in “Annexures” folder

##### i. Application for Empanelment (Vide Annexure -I)

##### ii. Schedule of offer for Empanelment (Vide Annexure -II)

The bidder is to mention name of the items specifying the rating of Polymer Insulator as “Yes/No” for which they are seeking empanelment in the Annexure -II.

#### c) To be submitted in “NIT” folder

##### i. Notice Inviting Tender (NIT)

ii. Addenda/ Corrigenda: if published.

**Note: Bidders are to keep track of all the Addendum/Corrigendum issued with a particular tender and upload all the above digitally signed along with the NIT. Tenders submitted without the Addendum/Corrigendum will be treated as informal and liable to be rejected.**

#### d) To be submitted in “Forms” folder

##### i. Schedule of Bids

The bidder needs to download the form for “Schedule of Bids” (Vide Form-I), fill up the particulars in the designated Cell and upload the same in the designated location of Technical Bid. Submission of incomplete “Schedule of Bids” will render the tender liable to summary rejection.

##### ii. Declaration Sheet (Vide Form-II), Deviation Sheet (Vide Form-III) and Check List (Vide Form-IV), Proforma for undertaking to be submitted by the Bidders (vide Form- XII) and Format of Letter of Bid (vide Form-XIII)

##### iii. Guaranteed Technical Particulars

The bidder needs to download the form for “Guaranteed Technical Particulars” (Vide Form-V), fill up the particulars in the designated Cell and upload the same in the designated location of Technical Bid. Submission of incomplete “Guaranteed Technical Particulars” will render the tender liable to summary rejection.

##### iv. Summary statement (vide Form-VI) of average annual turnover for a period of the last three financial years, certified by the Auditor appointed under Companies Act, 2013. In case the bidder is not a company, certificate of Tax Auditor may be submitted.

##### v. Statement of orders executed during last three financial years (Vide Form-VII).

##### vi. List of Type Test Reports carried out within five years as on date of bid submission (Vide Form-VIII) against tender for empanelment which will remain effective during the period of Total Empanelment submitted.

##### vii. Other declarations (vide Form IX, X, XI) to be submitted duly filled in along with Bid document.

*(Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder)*

**Note: Tenders will be summarily rejected if any item in the statutory cover is missing.**

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**B. Non-Statutory Cover (My Document)**

**i. Company Details:**

**Proof of Original Equipment Manufacturer.**

**ii. Certificates:**

- 1) PAN Card details.
- 2) Current Professional Tax (PT) submission Chalan. Application for such addressed to the competent authority may also be considered.
- 3) GSTIN registration certificate.
- 4) Banker's certificate is to be addressed to the Chief Engineer, P&C Department incorporating the specific NIT no. or in a generalized certificate bearing "To whom it may concern", regarding financial capability issued within last one year from the date of opening of tender.
- 5) MSME Certificate, if any.
- 6) Registration & License to work a Factory License.

**iii. Financial Info :**

Annual turnover for a period of the last three financial years.

**iv. Credential:**

**a) Supply Credential as pre-requisite for manufacturers other than applying for promotional category:**

The bidders (except who are applying for promotional category) should have supply credential of the Polymer Insulators of different ratings and types as mentioned before, supplied to WBSEDCL/other Power Utilities/other Govt. Departments in earlier occasions within last three financial years. The bidder has to upload relevant Purchase Orders, Inspection Offer letter, Despatch Instructions, Signed Challans etc. as a proof of completion of supply of the items.

The bidders having sufficient supply credential as above, but not supplied the Polymer Insulators of different rating and type as mentioned before against WBSEDCL order in earlier occasion, shall be considered as New Vendor.

**b) Type Test Certificate as pre-requisite for the Empanelment Procedure(For all the categories of manufacturers):**

The bidder should submit Design test and Type test report as per the Technical Specification of the Polymer Insulators of different ratings and types, they are offering along with drawings, conducted from CPRI/NABL accredited laboratory of third party/ Govt. approved laboratories carried out **within Five years** from the due date of submission of bid of tender for empanelment, as pre-requisite for empanelment of the vendors for Polymer Insulators.

**v. Declaration:**

- 1) Others: Any other documents found necessary.

***Note : Failure of submission of any one of the above mentioned documents will render the tender liable to summary rejection.***

**7. Conditional and incomplete tender:**

Conditional and incomplete tenders are liable to summary rejection.

**8. Validity of Tender and Offer:**

The offer against tender should remain valid for a minimum period of 120 days from the next day of opening of the tender. However, WBSEDCL may, on the merit of case, request for extension of validity of the offer for a further suitable period without any change in terms & conditions of the offer.

  
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**9. Earnest Money Deposit (EMD):**

- (a) Fixed Earnest Money Deposit amounting Rs. 5,00,000.00 (Rupees Five Lacs Only) is to be deposited by the participating bidders to be paid through on-line mode only for Manufacturers other than applying for Promotional Category.
- (b) For the Manufacturers applying for Promotional Category, EMD amounting to Rs. 2,50,000.00 (Rupees Two Lacs Fifty Thousand Only) is to be deposited in the form of Bank Guarantee (BG) only, to be submitted as per the proforma of Bank Guarantee for Earnest Money, given with this Tender Document vide Annexure -III . The Validity of BG shall be 54 (Fifty Four) Months from the due date of submission of tender and with a claim period of another 03(Three) Months. Bank Guarantee (BG) towards EMD as prescribed before, in favour of "West Bengal State Electricity Distribution Company Limited" or "WBSEDCL" payable at Kolkata.
  - (i) **Place of submission of BG:** The original copy of the BG for Promotional Category only, towards Earnest Money Deposit shall be submitted in the following office:  
Office of the Chief Engineer,  
Procurement & Contracts Department,  
West Bengal State Electricity Distribution Company Limited,  
Vidyut Bhavan, 4th Floor, D-Block,  
Bidhannagar, Salt Lake, Kolkata - 700091.
  - (ii) **Time of submission:** The original copies of BG towards EMD shall be submitted in a sealed envelope in the office as stated above within the date and time as specified in the NIT. If the bidder fails to submit the original copies within the due date and time, his tender will not be opened and his bid will stand rejected.
- (c) Tenderer shall not claim any interest on Earnest Money Deposit.
- (d) Earnest money will be refunded as per clause 7 of Terms & conditions of the Tender Notice of this NIT.
- (e) Both the Earnest Money submitted during empanelment as well as Limited E-Tender will be liable for forfeiture as well as the cancellation of empanelment along with other penal measures as stipulated in the Purchase Policy in case of the following:
  - i. If the empanelled vendors on whom the order is placed fail to accept Purchase Order / LOI issued within their offered validity period.
  - ii. For failure to submit specified Security Deposit within time limit indicated in the Purchase Order / LOI.
  - iii. If any cartel is formed by the tenderer in their quotation.
- (f) In case of revocation of the bid or withdrawal/alteration of quoted price after opening of techno-commercial bid, unless it is sought for, Earnest Money submitted during the Limited E-Tender will be liable for forfeiture along with other penal measures as stipulated in the Purchase Policy.

**10. Opening and evaluation of tender:**

**10.1 Opening of Technical Proposal**

- i. Technical proposals will be opened by the Tender Inviting Authority or his authorised representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Technical proposals for those tenders whose payment has been successfully received as described before will only be opened. If the offer is submitted with **inadequate Earnest Money, the bid will not be opened.**
- iii. Intending tenderers may remain present if they so desire.

  
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- iv. Cover (Folder) for Statutory Documents (vide Clause 6.2.A) will be opened first and if found in order, Cover (Folder) for Non-statutory Documents (vide Clause 6.2.B) will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.
- v. Decrypted (transformed into readable formats) documents of the Statutory and Non-statutory Covers will be downloaded for the purpose of evaluation.

## 10.2 Techno-commercial Evaluation of Tender

- i) While evaluation, the Tender Inviting Authority or his authorised representative may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.
- ii) Tenderer shall ensure that all the pre-requisites as mentioned in the Tender schedules are duly fulfilled by them and if there be any deficiency regarding non-submission of any document, WBSEDCL reserves the right to cancel that bid unilaterally. Tenderers may be intimated accordingly.
- iii) Prior to finalization of Techno-Commercial bid, if there be any minor technical deviation with the tenderers, they may be informed the same and to comply positively within three days, failing which their offer will be liable for rejection without any further intimation. No further negotiation will be entertained.
- iv) The summary list of tenderers, whose bids will be found techno-commercially eligible, will be uploaded in the web portals.

**11. Bid Eligibility for First Time:** In case of subsequent Limited Tender, tenderer becomes eligible for placement of purchase order on them for the first time, the tenderer will get order upto 30% of their offered quantity. If the tenderer is of National / International repute or if the tenderer had supplied the item of the tender in a single order to any Power Utility / Govt. Department in earlier occasion within last three financial years for a minimum quantity equivalent to 80% of the quantity of this tender, the bidder may get order upto maximum 50% of their offered quantity.

## 12. Acceptance of Limited Tender

In case of subsequent Limited Tender, Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons.

## 13. Concession

In case of subsequent Limited Tender, No price preference will be allowed to any tenderer based on the size of the industry or its geographic location. Co-operative Society will not be considered with separate status.

## 14. Holiday Listing and Vendor Rating

**Holiday Listing & Vendor Rating** will be applicable according to the "Holiday Listing & Vendor Rating" policies of the Revised Purchase Policy, which is posted in website of WBSEDCL ([www.wbsedcl.in](http://www.wbsedcl.in)).

For allotment of quantities to eligible bidders during subsequent Limited Tender, performance of the bidders, who supplied materials/equipment to WBSEDCL previously, will be evaluated for their Vendor Rating according to the said Vendor Rating Policy and their Vendor Rating will be taken into consideration at the time of evaluation of Technical and Financial Proposals of the subsequent Limited Tender.

Bidder have to submit a declaration in prescribed format under the Form Folder (Form IX) in their letter head that the bidder has not been placed on holiday list/blacklisted by WBSEDCL/ Statutory/Regulatory/ Government Authorities / State Electricity Utility/PSU. If the bidder is a Proprietary Concern, the Proprietor shall also give a declaration in prescribed format under the Form Folder (Form X) in their letter head at the time of submission of bids that none of the other concerns of which he is a Proprietor or Managing Partner, has been placed on holiday list / blacklisted by WBSEDCL/ Statutory/ Regulatory/ Government Authorities/State Electricity Utility/ PSU.

Bidders who have not submitted declaration of black list or holiday list shall be considered as non-responsive and their Bids shall be rejected.

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**15. Submission of User ID of the NIC Web-Portal:**

The empanelled vendors shall have to submit their user ID of the NIC web-portal within 10(Ten) days from the next date of intimation for empanelment failing which their empanelment may be liable for cancellation.

**16. Litigation/Arbitration against WBSEDCL:**

The bidder should submit the declaration in prescribed format under the Form Folder (Form XI) in their letterhead regarding no legal litigation against WBSEDCL is pending in any court/ Forum against/ by the bidder or its Sister Concern/Director/Partner/Proprietor.

If any type of legal litigation/arbitration against WBSEDCL is pending in any court/Forum against /by the bidder or its sister concern/Director/Partner/Proprietor, then Purchaser reserves the right to reject their bid/termination of the contract.

**17. Promotional Order:**

To develop new vendor under promotional category, a separate list of manufacturers eligible for promotional order, at the discretion of WBSEDCL, shall be published after finalization of the original empanelment. However placement of Promotional Order is not mandatory and shall be processed at the discretion of WBSEDCL.

The original equipment manufacturers, who intend to participate in the tender to introduce their unit, may apply for promotional Empanelment by submitting **Earnest Money, in the form of BG only.** Earnest Money Deposit (EMD) for participation in the **Promotional Category** will be **Rs. 2,50,000/- (Rupees Two Lac Fifty Thousand Only).** The EMD amount is to be deposited in the form of Bank Guarantee (BG) only. The Validity of BG shall be 54 (Fifty Four) Months from the due date of submission of tender and with a claim period of another 03(Three) Months. EMD amount will be refunded to promotional vendors after successful completion of the promotional order(s) or the "Total Empanelment Period", whichever is later. No interest on above Earnest Money Deposit will be paid.

The Limited tenders shall also contain the provision of placement of promotional order among the listed manufacturers eligible for promotional order, as per O.O no. 2516, dated 08.09.2016. But, they will be eligible for placement of order only once (against each item) during the empanelment period. However, the manufacturers who will get the promotional order for higher rating of any particular category of Polymer Insulator (PIN/DISC) , will not be eligible for placement of any promotional order for the lower rating of that category of Polymer Insulator (PIN/DISC) in the subsequent limited tenders.

After successful completion of the delivery of the promotional order, they can participate in the next tender for empanelment as **New Vendor** up to the rating for which they have executed the Promotional Order, provided they fulfill other commercial and technical requirement of the N.I.T for empanelment.

After successful execution of the Purchase Order for the 1<sup>st</sup> time against **any particular rating (33KV/11KV) and category of Polymer Insulator (PIN/DISC)** in Limited Tender as New Vendor, the vendor may be considered as **Normal Vendor** in subsequent limited tenders up to that rating and category, provided the vendor fulfills other criteria of NIT.

Financial proposal of the bidder for promotional order in the subsequent Limited Tender shall not be opened. Order may be placed at the discretion of WBSEDCL , at the lowest evaluated rate of the Purchase Order against the original limited tender.

However, placement of promotional order is not mandatory for each tender and shall be processed at the discretion of WBSEDCL.

**18. Procedure of opening of Price Bid, SNAP Bid & Tie Bid (if any) will be guided by the Revised Purchase Policy & Procedure in force.**

*OF*  
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