



West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)
Office of the Chief Engineer (Hydel)
HYDEL HEADQUARTERS

2nd Mile, Power House Complex, Sevoke Road, Siliguri, Darjeeling.

Ph: 0353-2542160, e-mail: cehydel@wbasedcl.in

Registered Office: "Bidyut Bhavan", Block – DJ, Sector – II, Bidhannagar, Kolkata – 700 091;

Website: www.wbasedcl.in CIN: U40109WB2007SGC113473

SECTION A NOTICE INVITING TENDER

NIT No.: CEH/HHQ/IT&C/AMC/Tender/2023-24/ 07

Date: 15/05/2023

Sealed tenders are invited from bonafide & resourceful contractors of State/Central Govt., State/Central Govt. undertaking, Statutory Bodies constituted under the statute of Central/State Govt. having experience in execution of similar nature of works during last 3 (three) years upto 31.03.2023 of value not less than 50% of the tendered amount in a single contract, for the work as detailed hereunder -

Sl no.	Name of the Work	Completion Time	Earnest Money Deposit
1	Annual Maintenance Contract(AMC) of IT equipments at Hydel Headquarters, Power House Complex, 2nd Mile, Sevoke Road, Siliguri (As detailed in Annexure I)	30 (thirty) days	2.5% of the tendered price

- Intending bidders may collect the Tender Documents for the above work from the Office of the Chief Engineer (Hydel), Hydel Headquarters, WBSEDCL, 2nd Mile, Sevoke road, Siliguri, between **11:00 hrs to 16:00 hrs** on any working day from 17/ 05/2023 to 25/ 05/ 2023 (except Saturdays, Sundays, & Holidays) on submission of requisite credentials for the same as mentioned below. The application with required documents for issuance of tender will be received from 16/ 05/2023 to 24/ 05/ 2023 **upto 16:00 hrs**.
- Eligibility criteria for participation in tender:**
 - All categories of intending Bidders who have satisfactorily completed at least one similar work of executed value not less than 50% of the tendered value during last three (03) years upto **31.03.2023** under the authority of State/Central Government, State/Central Government Undertaking, and Statutory Bodies constituted under the statute of Central/State Government. Similar nature of work means a) AMC undertaken for IT equipments b) Supply/Service of IT equipments. Valid copies of Work Orders shall have to be submitted.
 - All categories of intending Bidders shall have to submit GST Registration certificate, PAN Card and Income Tax Return Acknowledgement for the Assessment Year 2022-23, 2021-22 & 2020-21. Warranty certificate of the supplied material as provided by OEM, Trade License in respect of the prospective bidder, Proprietorship Firm (Trade License), Partnership Firm (Partnership Deed, Trade License), Ltd Company (Incorporation certificate, Trade License), Co-operative Society (Society Registration copy, Trade License)

- (iii) Neither prospective Bidder nor any of the constituent partners had been barred to participate in any Tender by any Government Department/Semi-Govt./Govt. Undertaking/ Enterprise etc during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. (a declaration in this respect has to be furnished by the prospective bidders).
 - (iv) The prospective Bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (a declaration in this respect has to be furnished by the prospective bidders).
 - (v) No conditional / Incomplete Tender will be accepted under any circumstances.
3. Tender documents will not be issued/ received by post.
 4. **Bid Guarantee (Earnest Money deposit):** The bid must be accompanied by earnest money deposit (EMD) **@2.5% of the tendered price** as bid guarantee, failing which the bid shall be considered as non-responsive and hence liable for rejection. Bid guarantee (EMD) shall be submitted in a separate sealed envelope payable either through Banker's Cheque (BC)/CTS 2010 compliant Demand Draft (DD) issued from any scheduled commercial bank in favour of "WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED " payable at Siliguri. Bid guarantee of the successful bidders shall be converted into initial part of security deposit for the contract. Bid guarantees of the unsuccessful bidders will be released after finalization of the tender. No interest shall be payable by WBSEDCL on the above bid guarantee.
 5. **Scope of the work:** It includes Annual Maintenance Contract(AMC) of IT equipments as per the technical specification and direction of the controlling officer at Hydel Headquarters, Power House Complex, 2nd Mile, Sevoke Road, Siliguri, Dt-Darjeeling. Different items of the work have been elaborated in the enclosed BOQ/Technical specification.
 6. WBSEDCL will have the full liberty to change/enhance/deletion of any items accordingly as per requirement together with variation of (+/-) 25% of the ordered amount.
 7. **No mobilization advance and secured advance will be allowed.**
 8. The bidder has to quote his rate against this tender as per "**Item Rate**" basis in the prescribed pro-forma attached (Rate quotation form).The rate should be inclusive of taxes, levies, transportation and all other incidental charges complete but excluding GST. **GST as applicable shall be paid as per statute.**
 9. A prospective Bidder shall be allowed to participate in the tender either in the capacity of individual or as a partner of firm. If any bidder is found to have applied severally in a single job, all his offers will be summarily rejected.
 10. If the contractor fails to complete the work successfully within the time specified in the contract or any extension thereof, the company shall recover from the contractor as **Liquidated Damages (LD)** a sum of half percent (0.5%) of the contract value of works for each calendar week of delay or part thereof of delay subjected to Force Majeure. The total recovery against liquidated damage shall not exceed ten percent (10%) of the contract value of the work. GST on LD shall be deductible as per statute.
 11. The term "defect liability period" shall be as six months after the date of completion of the contract. If any defect is found within the defect liability period the contractor shall be liable to rectify the defect at their own cost and responsibility.

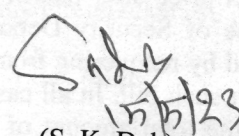
12. Defects/rectification work so notified shall have to be attended and completed satisfactorily within the specified date or as deemed fit by the Controlling Officer. For faithful & due fulfillment of all obligations, this defect liability period shall be covered by Security Deposit submitted by the contractor.
13. After completion of defect liability period, and on completion of satisfactory rectification of defects, if any reported within the defect liability period, and on receipt of the application from the contractor the controlling Officer of the work will recommend release of security deposit.
14. In respect of successful Bidder, the Earnest Money Deposit on acceptance of Tender shall be converted as a part of the **Security Deposit**. The successful bidder shall have to submit balance Earnest money, if required, to make the initial Security money amounting to 2.5% of the contract price after placement of Letter of acceptance/Letter of award within specified period. Balance of Security Deposit equivalent to 3% (Three percent) of contract amount shall be realized by recovering from the progressive bill @ 0.5% (zero point five percent) of the amount of each such bill. In all cases the amount of recovery of the Final Bill will be so adjusted as to make the total amount of Security Deposit equivalent to 3% (Three percent) to the value of work so executed.
15. Bid shall remain **valid** for a period not less than **120 (one hundred twenty) days from the date of opening of the tender**. If the bidder modifies/withdraws the bid during the validity period of bid, the bid will be cancelled with forfeiture of earnest money deposit (EMD).
16. Date & Time schedule:
 - Date and time of receipt of application with required documents for issuance of tender - From 16/ 05/2023 to 24/ 05/ 2023 (except Saturday, Sundays, & Holidays) up to 16:00 hrs.
 - Date and time of issue of the Tender: - From 17/ 05/2023 to 25/ 05/ 2023 (except Saturday, Sundays, & Holidays) up to 16:00 hrs.
 - Last Date and time of receipt of the Tender : - 26/ 05/2023 up to 15:00 hrs.
 - Date and time of opening of the Tender: - 26/ 05 /2023 at 15:30 hrs.
17. The WBSEDCL does not bind itself to accept the lowest rate and reserve the right to reject any / all tenders without assigning any reason whatsoever.
18. **PAYING AUTHORITY:**
The **Manager (F&A), Hydel HQ, Siliguri, WBSEDCL**, shall be the paying authority.
19. **CONTROLLING OFFICER:** The **Chief Engineer (Hydel), Hydel HQ, Siliguri, WBSEDCL**, shall be the Controlling Officer.
20. **SUPERVISING OFFICER:** The **Divisional Engineer (IT & C), Hydel HQ, Siliguri, WBSEDCL**, shall be the Supervising Officer.
21. **NODAL OFFICER:** The **Manager (HR & A), Hydel HQ, Siliguri, WBSEDCL**, shall be the Nodal Officer.

22.

Official Communication:

Any further information related to this tender may be available from the following office:
Office of the Chief Engineer (Hydel), Hydel Headquarters,
West Bengal State Electricity Distribution Company Limited (WBSEDCL),
Power House Complex, 2nd Mile, Sevoke Road,
Siliguri, Darjeeling- 734001, West Bengal

Website : www.wbsedcl.in
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Email id : cehydel@wbsedcl.in


(S. K. Deb)
CHIEF ENGINEER (HYDEL)