



OFFICE OF THE DIVISIONAL MANAGER, JOYNAGAR DIVISION

BAHARU, NEAR JOYNAGAR BDO-I,

P.O. : JOYNAGAR, Dist.: South 24 Parganas. PIN- 743372

E-Mail: [dm.joynagar@wbasedcl.in](mailto:dm.joynagar@wbasedcl.in) Website: [www.wbasedcl.in](http://www.wbasedcl.in)

Registered Office: "Vidyut Bhavan", Block - DJ, Sector - II, Bidhannagar, Kolkata - 700091,

Corporate Identity Number (CIN): U40109WB2007SGC113473.

Phone no-(033)2423 0340, (033)2423 0131, Fax-(033) 2423 0340,

E-Mail: [rm.south24pgs@wbasedcl.in](mailto:rm.south24pgs@wbasedcl.in) Website: [www.wbasedcl.in](http://www.wbasedcl.in)

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**NOTICE INVITING e-TENDER**

NIT. No. : DM/JNG/E-TENDER/23-24/

825

Date: 13.03.2024

**Subject::** Supply, transportation & delivery of 150 nos LT Distribution Kiosk for 63 KVA TRNF under Joynagar Division, W.B.S.E.D.C.L.

The Divisional Manager, Joynagar Division, WBSEDCL invites e-Tender in Two-Part only from the experience, resourceful, bonafide, working seller, re-seller, supplier and manufacturer resourceful contractors of WBSEDCL, WBSETCL, WBPCL, Govt., Semi Govt., Govt. undertaking Organizations, Govt. Enterprises or Independent agencies.

<b>Tender Value :</b>	Rs- <b>10,72,500.00/-</b> (Ten lakhs Seventy Two Thousand five hundred only).
<b>Earnest Money (Rs.) :</b>	Rs- <b>21450.00/-</b> (Twenty one Thousand Four Hundred and Fifty only)

Sl No	Material Description	Unit	Quantity	Delivery Location	Delivery Schedule (from issuance of P.O.)
1	LT Distribution Kiosk for 63 KVA TRNF. (Material Code:407010741)	Nos	150	The supply of the material will be directly delivered at Joynagar Divisional Store under Joynagar Division WBSEDCL	30 days

**Scope:** - LT Distribution Kiosk for 63 KVA TRNF. (Material Code:407010741) under Joynagar Division, W.B.S.E.D.C.L. The supply of the materials will be directly at Joynagar Divisional Store under Joynagar Division WBSEDCL. After successful delivery, store papers will be regularized from Joynagar Divisional Store. (Store location is subject to be changed as per site requirement).

N.B. : Manufacturer /Authorized Distributors/ Dealers/Suppliers of the original manufacturers of the item shall be allowed to participate in the tender. WBSEDCL may consider placement of order on the distributors/dealer/Suppliers on behalf of the said manufacturer and/or they may be allowed to receive payment, on behalf of the co., provided that all responsibilities & warranties, as per terms of the tender specification

- Intending Bidders shall login to the e-Procurement portal of Government of west Bengal <https://wbenders.gov.in> using his login Id and password
- Earnest Money Deposit (EMD) in e-tendering process will be collected and refunded in online mode via dedicated bank account maintained at corporate level instead of depositing DD/Pay Order to the tender inviting authority.
- E-tender portal is maintained by NIC and payment gateway facility available in e-tender portal is maintained by ICICI Bank.
- Facility for collecting EMD via offline mode has been discontinued in e-tender portal as per order.
- As per the procedure defined for online collection in e-tender process, EMD amount deposited by bidders is initially held in a pool account of Government of West Bengal maintained by ICICI. Only the amount corresponding to successful bid will be transferred to WBSEDCL Bank Account after completion of tendering process on awarding Award of Contract (AOC). EMD for unsuccessful bids will be returned to bidders automatically from NIC portal after completion of tendering process.
- For technically rejected bids, EMD amount will be automatically returned to bidders after the bid is technically rejected in e-tender portal.
- Payment status of bids submitted against NIT's will be available in MIS reports provided in e-tender portal maintained by NIC.
- The bidder shall select the tender to bid and initiate payment of EMD. Following payment options are available for paying EMD amount through online mode:
  - Net-banking through Payment Gateway
  - RTGS/NEFT Payment: 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 prefilled 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.
  - Submission of EMD through BG: 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.

*[Signature]*  
13/03/24  
Divisional Manager  
Joynagar Division  
WBSEDCL





# West Bengal State Electricity Distribution Company Ltd.

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## 10. General Instructions for Online Payment:

- 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 for bank settlement which is 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 opt for NEFT/RTGS mode (challan mode). In that case the total actual EMD amount is to be paid only through NEFT/RTGS mode (challan mode).
- 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.

## 11. Refund/ Settlement of EMD Amount:

- 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 after completion of tendering process and following due procedures.
- 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.
- 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.

## 12. Eligibility criteria:

- All categories of intending Bidders who have successfully delivered tendered items/any similar type of equipment's Bonafide, experienced & resourceful contractors of Govt., Semi Govt., Govt. undertaking Organizations, Govt. Enterprises etc. who have successfully supplied similar type of materials having value not less than 50% (fifty percent) of the estimated cost in cumulative contract during last 3(three)years.
- Manufacturer's certificate and valid distributorship/dealership/ supplier certificate.
- Type test report from NABL accredited Laboratory as per relevant IS specification.
- I.T. return for last 3 (three) financial years
- PAN Card details.
- GST registration certificate
- Professional tax payment certificate

These are required for acceptance of the Technical Bid unless of which the bid may be considered as non responsive.

13. After successful bidding, sample will be collected from the L1 bidder for inspection within 07(seven) days and after successful inspection, P.O. will be placed to L1 bidder. However competent authority has full power to reject L1 Bidder and choose next lower bidder if the materials are found to be sub-standard. The ordered materials should be transported & delivered within 30 days from issuance of P.O., otherwise, penalty may be imposed as per rule of WBSEDCL for delay in delivery of ordered materials. If the above materials are found beyond Specification/ satisfaction, the same will be rejected and fresh material is to be submitted at the own cost of the successful bidder.

**14. Earnest Money / Bid Guarantee:** The amount of Earnest money @ 2%(two percent)of the pro-rata tendered amount of the offered quantity shall be submitted individually along with the offer.

**15. Bid Validation:** Bid shall remain valid for a period not less than 180 days after date of Bid opening of 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.** Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed by the Bidder through the website <https://wbtenders.gov.in>. Technical Document and Financial Bid should be submitted online on or before as per stated 'Date & Time Schedule'.

**17.** The FINANCIAL OFFER of the prospective bidder will be considered only if the TECHNICAL BID of the Bidder is found qualified by the WBSEDCL. The decision of the WBSEDCL will be final and absolute in this respect. The list of Qualified Bidders of Technical Bid will be displayed in the website.

**18.** No mobilization advance and secured advance will be allowed.

## 19. Date and Time Schedule:

Sl.No.	Particulars	Date & Time
1.	Date of uploading of N.I.T. & other Documents(online) (Publishing Date)	18.03.2024 at 15:00 hrs
2.	Documents download/sell start date (Online)	18.03.2024 at 16:00 hrs
3.	Bid submission start date (On line)	18.03.2024 at 16:00 hrs
4.	Documents download End Date.	08.04.2024 at 15:00 hrs
5.	Bid Submission closing date (On line)	08.04.2024 at 15:00 hrs
6.	Technical Bid opening date (Online)	12.04.2024 at 11:30 hrs
7.	Date of uploading list for Technically Qualified Bidder(online)	To be intimated later
8.	Financial Bid opening Date (Online)	To be intimated later



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(A Govt. of West Bengal Enterprise)

20. WBSEDCL reserves its right to take decision keeping its financial interest. The provisions of Vendor Rating & Holiday Listing, will be applicable as per Revised Purchase Policy of WBSEDCL which is available in Website: [www.wbsedcl.in](http://www.wbsedcl.in)

21. 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.

22. The quoted rates should be inclusive of all taxes & duties, freight and incidental charges with loading and unloading charge. The rate quoted by the contractor i.r.o. each item is inclusive of all such taxes, cess and others as stated above excluding GST. Applicable GST will be paid as per norms.

23. Any evidence of unfair Trade practices including overcharging, price fixing, cartel etc. as defined in various statutes, will automatically disqualify the bidders. Any bidder against whom FIR/ Complaint is lodged with Police by WBSEDCL shall not be eligible to participate in the bidding process.

24. The quantities provided in the schedule are provisional only, which may vary upto any extent. The quoted rate of each item shall remain Firm. The company reserves the right to alter, amend, and omit or otherwise vary the quantities as may be necessary but such variation will be limited to  $\pm 25\%$  (plus or minus twenty five percent) of the contract price. Payment shall be made as per actual supply & delivery.

25. Specification of materials: As per enclosed GTP & drawing.

26. The Bidder, at his own responsibility and risk to visit and examine the site of supply & delivery point and its surroundings and obtained all information that may be necessary for preparing Bid and entering into an agreement for the supply & delivery point as mentioned in the NIT, before submitting offer with full satisfaction. The costs for visiting the working site shall be at the bidder own expense.

27. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of the Bid, no cost of Bidding shall be reimbursable by the Tender Inviting Authority. The Tender Inviting Authority reserves the right to accept or reject any / all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at the stage of Bidding.

28. Payment of supply materials will be depended on availability of fund. Intending bidders may consider this criteria while submission of tender and quoting their rate through online.

29. No Conditional Bid / Incomplete Tender will be accepted under any circumstances.

30. The intending bidder(s) required to quote the rate in item rate BOQ to tender online considering that no escalation and / or price adjustment will be allowed by the department under any circumstances.

31. At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered a nonresponsive and outright rejected with forfeiture of Earnest Money and action will be taken as per stipulation of IT Rules in force.

32. The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.

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. 033-2319-7563

*[Signature]*  
13/03/24

Divisional Manager  
Joynagar Division  
WBSEDCL





# West Bengal State Electricity Distribution Company Ltd.

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## INSTRUCTION TO BIDDERS :

**1. General guidance for e-Tendering:** Instructions/Guidelines for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

**2. Registration of Contractor:** Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System of West Bengal, through logging onto <http://www.wbtenders.gov.in> (the web portal) the contractor is to click on the link for e-Tendering site as given on the web portal.

**3. Digital Signature certificate (DSC):** Each contractor is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause-2 of Instruction to Bidder. DSC is given as a USB e-Token.

**4. Downloading of Tender documents:** The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once logs on to the website mentioned in clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**5. Submission of Tenders:** Tenders are to be submitted through online to the website in two folders at a time for each work, one in **Technical Proposal** & the other in **Financial Proposal** before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded (virus scanned copy) duly Digitally Signed. The documents will get encrypted (transformed into non readable formats/.pdf format).

**5.1 Technical proposal:** The Technical proposal should contain scanned copies of the following standardized formats in two folders :

### Non-Statutory Folder Containing :

- (i) Company details
- (ii) I.T. return for last 3 (three) financial years,
- (iii) PAN Card details
- (iv) GST registration certificate.
- (v) **Credentials:** As mentioned in Eligibility criteria.

Manufacturer's certificate/ Distributor's / Dealership/ Supplier certificate, Purchase Orders, Dispatch Instructions (if any), Signed Challans and valid Type test report from NABL accredited Laboratory as per relevant IS specification, Make & Brand of delivered materials with approved valid GTP and Drawing as mentioned for acceptance of the Technical Bid unless of which the bid may be considered as non responsive.

**Note:** Failure of submission of any of the above mentioned documents will render the tender liable to be rejected for both statutory & non statutory cover.

THE ABOVE STATED NON-STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER: Click the check boxes beside the necessary documents in the My Document list and then click the tab "**Submit Non Statutory Documents**" to send the selected documents to Non-Statutory folder. Next Click the tab "**Click to Encrypt and upload**" and then click the "**Technical**" Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-category Description	Details
01.	Certificates	Certificates	a) PAN Card. b) GST Registration Certificate (including HSN and SAC Code). c) Copy of I.T. return for last 3 assessment years
02.	Company Detail(s)	Company Detail	Manufacturer's certificate/ Valid Distributorship /Dealership/ Supplier certificate.
03.	Technical Details	GTP & Drawing	Type test report from NABL accredited Laboratory as per relevant IS specification
04.	Credentials	Credential	All categories of intending Bidders who have successfully delivered tendered items/any similar type of equipment's Bonafide, experienced & resourceful contractors of Govt., Semi Govt., Govt. undertaking Organizations, Govt. Enterprises etc. who have successfully supplied similar type of materials having value not less than 50% (fifty percent) of the estimated cost in cumulative contract during last 3(three)years.
05.	Financial Information	Financial Information	a. I.T. return for last 3 (three) financial years b. PAN Card details . c. GST registration certificate d. Professional tax payment certificate e. Successfully supplied similar type of materials having value not less than 50% (fifty percent) of the estimated cost in cumulative contract during last 3(three)years.
06.	Earnest Money and Cost of Tender	Earnest Money	Scanned copy of successful payment receipt of Earnest Money.

*13/03/24*  
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# West Bengal State Electricity Distribution Company Ltd.

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**5.2 Financial proposal:** The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). The contractor is to quote the rate (on item rate) online through Computer in the space marked in the BOQ. Only downloaded copies of the above documents are to be uploaded virus scanned & Digitally Signed by the contractor.

**6. Cost of bidding:** The Bidder shall bear all cost associated with the preparation and submission of their bid and WBSEDCL in no case shall be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

**7. Opening, Evaluation and comparison of bids:**

7.1 On examination of document submitted under different covers WBSEDCL will evaluate and compare the bid, determined to be substantially responsive at each step.

7.2 Evaluation of bid will include and will take into account:

7.2.1 Cost of purchase items including taxes & duties etc. but excluding GST.

7.2.2 The owner shall evaluate and compare only the bids (Item rate BOQ) determined to be substantially responsive.

7.2.3 The bids shall be evaluated on the basis of total price for the entire scope of work covered under this bid document also.

7.2.4 Evaluated bid price of all bidders shall be compared among themselves to determine the lowest evaluated bid and as a result of this comparison, the lowest bid will be selected for award of contract if satisfied all requirements.

7.2.5 Conditional rebate, if any, offered by any bidder shall not be considered in Bid evaluation

**(i) Opening of Technical proposal:** Technical proposals will be opened by the Office of the Divisional Manager, Joynagar Division, Baharu, Near Joynagar BDO-I, Joynagar, Dist.: South 24 Parganas, WBSEDCL and his authorized representatives electronically from the website stated using their Digital Signature Certificate (DSC) only who have submitted EMD in online mode within scheduled date and time. Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected. Summary list of technically qualified bidders will be uploaded online. Pursuant to scrutiny & decision of the Department, the list of eligible bidders will be uploaded in the web portal.

**(ii) Techno-commercial Evaluation:** On examination of documents submitted under different covers WBSEDCL will evaluate and compare the bid, determined to be substantially responsive at each step. The bids shall be evaluated on the basis of total price for the entire scope of work covered under this bid document. Evaluated bid price of all bidders shall be compared among themselves to determine the lowest evaluated bid and as a result of this comparison, the lowest bid will be selected for award of contract. Conditional rebate, if any, offered by any bidder shall not be considered in Bid evaluation.

**(iii) Opening and evaluation of Financial Proposal:** Financial proposals of the declared techno-commercially eligible, will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date. The encrypted copies will be decrypted and the rates will be read out to the bidders remaining present at that time. After opening of the financial proposal the preliminary summary result containing in teralia, name of bidders and the rates quoted by them will be uploaded. The Tender Accepting Authority may ask any of this to justify the rate quoted by that.

**8. Language and measures:** All documents pertain to the contract including specifications, schedule, notice, correspondences, operating and maintenance instructions, drawings or any other writings be written in English language.

**9. Notification of Award :** Prior to expiration of Bid validity the Employer shall notify to the successful bidder in writing the Letter of Award. The bidder shall provide unconditional acceptance of LOA within one week. Failure of the successful bidder to comply with the requirement of acceptance of LOA, shall constitute sufficient ground for the annulment of the Award and forfeiture of Bid security /EMD.

**10. Corrupt or fraudulent practice:** Owner expects that Bidders/Suppliers/Contractors observe the highest standard of ethics during the execution of such contracts. In pursuance of this policy, the Owner: Defines, for the purposes of this provision, the terms set forth below as follows : i) "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution, and ii) "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Owner, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition. iii) Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question. iv) Will declare a firm ineligible, either indefinitely or for a stated period of time, if Owner any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the Contract.

*[Signature]*  
12/03/24  
Divisional Manager  
Joynagar Division  
WBSEDCL





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## **GENERAL CONDITIONS OF CONTRACT FOR SUPPLY AND DELIVERY OF EQUIPMENT / MATERIALS:**

**1. DEFINITION OF TERMS:** In writing these General Conditions of Contract, Specification and Bill of Quantity / Bidding Schedule (Description of materials), the following words shall have normally the meanings here-in-after indicated unless there is something in the subject matter of content inconsistent with such construction.

The Company / Purchaser / Owner / Department shall mean the WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED (WBSEDCL), having its head office at Vidyut Bhawan, Block-DJ, Sector-II, Kolkata-700091.

The Engineer-in-Charge / Controlling Officer shall mean the Engineer deployed by the company for the purpose of this contract.

Company's representative shall mean any person or persons of WBSEDCL appointed by the Company. The Vendor shall mean the Bidder who will be awarded with the contract by the Company.

The work Site shall mean the site of proposed work as detailed in the specification or any other place where the work is to be executed under the contract.

The terms Supply, transport & delivery shall mean all works to be undertaken by the Vendor as laid down under the head 'material description or elsewhere in the specification enclosed. When the words 'approved', 'subject to approval', 'as directed', 'accepted', 'permitted' etc. are used, the approval, judgment, direction etc. are understood to be a function of company.

Writing shall indicate any manuscript, type written, printed or other statement reproduced in any visible form.

Date of Contract shall mean the date on which the notification of award of contract / letter of award has been issued. Zero Date will be reckoned from the date of Purchase Order.

**2. Contract Documents** means all documents forming part of Contract (and all parts thereof) are indicated to be correlative, complementary and mutually explanatory of the Contract Agreement. The Contract shall be read as whole.

**3. Tender Submission:-** Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <http://wbtenders.gov.in> (the web portal).

### **4. CONTRACT PERFORMANCE GUARANTEE/SECURITY DEPOSIT:**

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% of the contract price after placement of Letter of acceptance/Letter of award within specified period. Balance of Security Deposit equivalent to 10% (Ten percent) of contract amount shall be realized by recovering from the progressive bill @ 8% (Eight 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 10% (Ten percent) to the value of work so executed. Bids in range of -20% to -80% of the estimated rate shall furnish an Additional Performance Security in the format given in the Annexure which shall be equal to 10% of the tendered amount before placement of Award of Contract.

The WBSEDCL reserves the right to ask for Performance Guarantee upto 10% of the tendered amount from the successful bidder.

### **5. REFUND OF EARNEST MONEY FOR SUCCESSFUL L1 BIDDER:**

- ✓ 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 after completion of tendering process and following due procedures.
- ✓ 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.
- ✓ For any queries related to payments and refunds, bidders will have to communicate with ICICI Customer Support, viz. 33-40267512/ 13 since payment gateway facility used by E-tender portal is maintained by ICICI.
- ✓ Successful bidder(s) shall have to mandatorily create vendor id through WBSEDCL Web Portal Vendor Corner if not created earlier.

**6. FORFEITURE OF EARNEST MONEY DEPOSIT (EMD):** (i) If successful Bidders fail to accept Purchase Order / LOI issued within their offered validity period, (ii) if any cartel is formed in their quotation in case of failure to supply material by the supplier as per delivery schedule, company may, at its discretion resort to Risk Purchase clause as provided in G.C.

**7. PAYMENT:** 90% payment of bill will be made within 45 (forty five) days from the date of submission of bill against Original Tax Invoice/receipt, Challan signed by an officer in the rank Jr. Engg, Gr-I/Jr. Manager (Stores) attached to the respective stores and submission of SRV.

**8. GOODS & SERVICES TAX (GST):** GST at prevailing rate will be paid extra.

**9. PAYING OFFICER:** The Assistant Manager (F&A), Joynagar Division shall be the Paying Authority.

**10. CONTROLLING OFFICER:** The Divisional Manager, Joynagar Division

**11. CONSIGNEE OFFICER:** The Store - in - Charge, Joynagar Division.

*[Signature]*  
12/03/24  
Divisional Manager  
Joynagar Division  
WBSEDCL





# West Bengal State Electricity Distribution Company Ltd.

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**11. GUARANTEE/WARANTEE:** In the event of any defect in the equipment/materials arising out of faulty design, materials, workmanship within a period of 12 months of commissioning or 18 (eighteen) months from the date of last delivery of any integral part of the equipment/materials whichever is earlier the supplier shall guarantee to replace or repair the same to the satisfaction of the purchaser. If the supplier fail to do so within a reasonable time, WBSEDCL reserves the right to effect repair or replacement by any other agency and recover charges for repair or replacement from the supplier.

**12. LIQUIDATED DAMAGE FOR DELAY IN DELIVERY:** The time of delivery of the equipment/materials are to be treated as an essence of the contract and the WBSEDCL reserves the right to repudiate the contract, if the equipment / materials are Not physically delivered within stipulated period as per physical delivery clause. But WBSEDCL may at his discretion waive this condition and accept the material with imposition of liquidated damage @ 1/2% of the Value of the materials beyond the Scheduled delivery period for each week of delay Subject to maximum of 5% of the particular lot and accept the goods beyond the stipulated period.

**13. MANNER OF EXECUTION OF CONTRACT:** The successful bidder has to submit acceptance of the LOI / Order within 7 (Seven) days from the date of issue of the Letter of Intent / Order.

**14. EXTENSION OF TIME:** An extension of time without imposition of liquidity damage, may be granted for delay in execution of work provided there is no fault whatsoever on the part of the contractor. Such extension may only be granted on the basis of application to be submitted timely (within schedule time of completion) by the contractor who has to establish that the extension of time required by him is not due to his fault.

**15. RISK PURCHASE:** The time of delivery (offer for inspection) or physical dispatch stipulated in the purchase order shall be deemed to be of the essence of the contract and if the supplier fails to deliver or dispatch any consignment within the period prescribed for such delivery or dispatch in the said purchase order/contract/letter of intent, the purchaser shall be entitled to purchase such consignment or if not available, the best and nearest available substitute elsewhere on the account and at the risk of the supplier or to cancel the contract and the supplier shall be liable to compensate for any loss or damage which the purchaser may sustain by reason of such failure on the part of the supplier. The Company at its discretion may not issue subsequent tender if earlier Purchase Order against earlier tender is not executed fully. If there is a failure to execute the contract fully, WBSEDCL reserves the right forfeit Earnest Money deposit/cash security to the extent of loss so suffered by the WBSEDCL on risk purchase or otherwise, and may deduct the additional amount, if any, so incurred by the Company from other claim / bill lying with the WBSEDCL.

**16. LEGAL JURISDICTION:** If any dispute or difference arises with respect to quality/quantity of the equipment/materials pertaining to this order or any other terms and conditions of the order including its execution, such dispute/difference shall be subject to settlement under the jurisdiction of Courts in Kolkata.

**17. FORCE MAJEURE:** The supplier shall be under no liability if he is prevented from carrying out any of his obligations by reason of war, invasion, act of foreign country, hostilities (whether war declared or not), riots, civil commotion, mutiny, insurrection, rebellion, revolution, accident, earthquake, fires, floods Govt. order and/or restrictions (except power supply restriction) delay or inability to obtain materials due to import or other statutory restriction and other cause beyond the reasonable control of the supplier. However, such force majeure circumstances are to be intimated immediately and to be established subsequently with proper documents/proofs to the entire satisfaction of the purchaser.

**18. CANCELLATION / TERMINATION OF ORDER (if placed):** The time period for effecting complete supply and delivery of the above materials/equipment as indicated through the delivery schedule enclosed shall have to be treated as the essence of the contract. The Company reserves the right to repudiate the contract if the above period is not strictly adhered to. In the event of failure in effecting the desired supply and delivery of the above equipment/materials within above stipulated due date as incorporated through the schedule enclosed, the above order may be cancelled on submission of necessary notice in this regard and fresh order may be placed on the next higher bidder or on any other bidder, as a result of which the extra cost thus liable to be incurred shall be realized from the original supplier's pending bills which may be lying with the WBSEDCL.

*[Signature]*  
12/03/24  
Divisional Manager  
Jyoti Nagar Division  
WBSEDCL



# West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

## ANNEXURE -I

PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY THE BIDDER (For genuineness of the information furnished on-line and authenticity of the documents produced before Tender Committee for verification in support of his eligibility)

I, \_\_\_\_\_, Partner/Legal Attorney/Accredited representative of  
M/S \_\_\_\_\_, solemnly declare that:

1. We are submitting Tender for the Work \_\_\_\_\_ against  
Tender Notice No \_\_\_\_\_ Dated \_\_\_\_\_
2. None of the Partners of our firm is relative of employee of W.B.S.E.D.C.L.
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.
5. If any information and document submitted is found to be false/incorrect any time, department may cancel my Tender and action as deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money and banning/delisting of our firm and all partners of the firm etc.

**Signature of the Bidder**

Dated \_\_\_\_\_





# West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

## ANNEXURE-II

Format of Letter of Bid

LETTER HEAD OF BIDDER (AS ENROLLED ONLINE ON e-tendering PORTAL OF NIC)

To.  
The Tender Committee

Sub : Letter of Bid for the work

\_\_\_\_\_

Ref : 1. NIT No \_\_\_\_\_ dated \_\_\_\_\_

2. Tender Id No \_\_\_\_\_

Dear Sir,

We offer to execute the work as per our offered bill of quantity in accordance with the conditions of the NIT document as available in the website. The details of the EMD being submitted by us has been furnished on-line.

This Bid and your subsequent Letter of Acceptance/Work Order shall constitute a binding contract between us.

We hereby confirm our acceptance of all the terms and conditions of the NIT document unconditionally.

Signature of the Bidder

Dated \_\_\_\_\_



# West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

## ANNEXURE-III

Dated: \_\_\_\_\_

### **DECLARATION BY THE BIDDER**

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein. I/We have also carefully gone through the 'Bill of Quantities'.

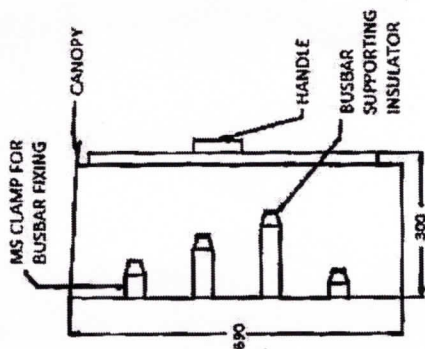
My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed construction in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

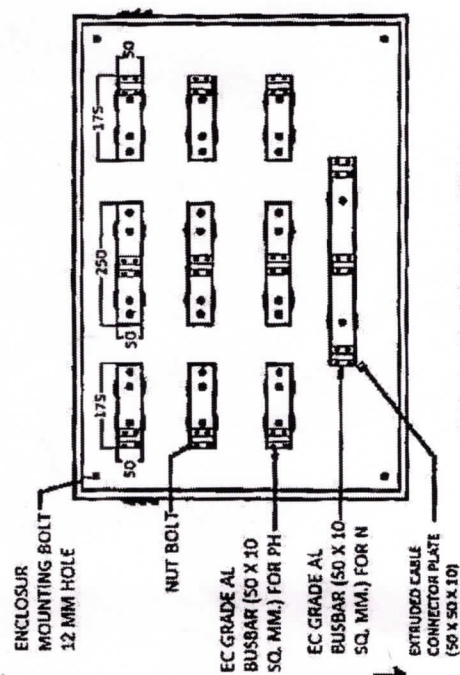
\_\_\_\_\_  
**Signature of Bidder**

\_\_\_\_\_  
**Postal address of the Bidder**

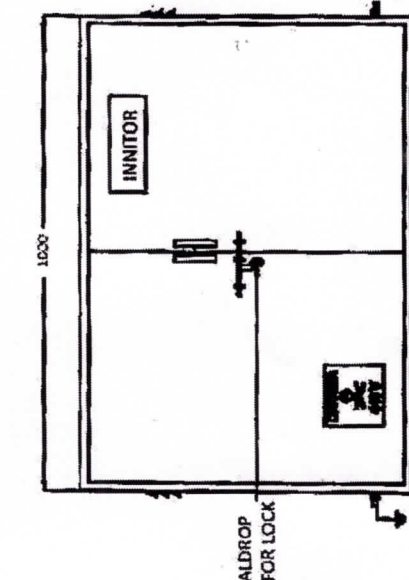




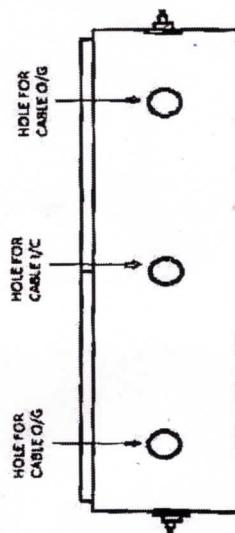
**SIDE VIEW**



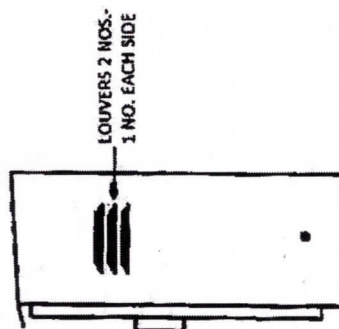
**FRONT VIEW WITHOUT DOOR**



**FRONT VIEW WITH DOOR**



**BOTTOM VIEW**



**SIDE VIEW**

Done 13/03/24  
Divisional Manager  
Joynagar Division  
WBSEDCL

## **WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED**

Technical Specification of 'LT DISTRIBUTION KIOSK FOR 100 KVA / 63 KVA DTR WITH DOUBLE FEEDER' suitable for installation on pole mounted DTR Sub-Station structure for safeguard & protection of DTR LT side fuse unit system in the existing or new DTR's pole mounted structure.

### **SCOPE:-**

The LT DISTRIBUTION KIOSK FOR 100 KVA / 63 KVA DTR WITH DOUBLE FEEDER/ Panel will be used for installation of fuse unit connected with I/C and O/G cable, suitable for safeguard & protection of DTR LT side fuse unit system with DTR's pole mounted structure.

LT Kiosk Box for distribution sub-station of size: 1000 x 690 x 300 mm, made of 18 swg ISI marked CRC Sheet with provision of fixing of incoming and outgoing fuse system. EC Grade Aluminium Bus-Bar of size : phase 50x10x250 mm- 03 nos. 50x10x175 mm- 06 nos. neutral 50x10x350 mm- 01 nos. cable holding aluminium clamp 50x10x55 mm- 12 nos. fitted with porcelain Bus-Bar Insulator with nut-bolt. Box should invariably be painted with ISI marked one coat red oxide and double coated synthetic enamel gray paint. (As per drawing enclosed) Material Code: 0407010741.

Fabrication of Kiosk should have to be made as per drawing as annexed with the tender specification. Fresh final drawings considering the above are to be submitted along with the quotation against the tender for examination and further necessary action. Consideration of tolerance for fabrication may be  $\pm 5\%$ .

Some features to be incorporated in the Kiosk/ Panel are detailed bellow:-

### **1. MOUNTING ARRANGEMENT OF THE KIOSK**

The Kiosk/ Panel shall be of backside (Iron support of the structure) mounted type with arrangement of fixing on the backside channel or angle with nuts & bolts. The Name and Property label should be fixed in front of the kiosk. The name and property labels should be given in the anodised Aluminium Sheet of gauge suitable size with proper fixing. A 'Danger sign marked' stating 400 V should be painted on the box with red colour to concern people.

### **2. ENTRY & EXIT OF THE CABLE**

One opening in the left side, one opening in the right side and another in the middle as per drawing on the bottom cover of the kiosk chamber shall be provided for entry and exit of the power cables into & out of the kiosk chamber. Three no's hole are in size 100 mm diameter each. One in the middle is for incoming cable and other two in two sides nearest to the edge of the bottom surface are for outgoing cable. Two end side holes should be at a distance of 100 mm from edge and the other one in the middle of the bottom surface as shown in the drawing. Cable (1 no I/C & 2 no O/G) glands should be provide for proper finishing of collar so that cable should not be damaged or cut by the collar of the sheet metal.

*[Signature]*  
Divisional Engineer  
Joynagar Division  
WBSEDCL



### **3. TOP ROOF OF THE KIOSK**

Top roof of the kiosk are to be made incline by downing one side 30 mm from the horizontal line. And the canopy should be 35 mm. There should be no hole, entry or joint in the rooftop.

### **4. MOUNTING OF BUS BARS**

Bus bars are to be provided for each phase and neutral. EC grade Aluminium Bus-Bar of size: for phase 50x10x250 mm- 03 nos.; 50x10x175 mm- 06 nos.; neutral 50x10x350 mm- 01 nos.; cable holding aluminium clamp 50x10x55 mm- 12 nos.; fitted with porcelain Bus-Bar Insulator with nut-bolt. Aluminium bus bars having current carrying capacity of 300 Ampere or more are to be provided. The gap between the back plate on which the bus bar will be fixed on suitable 550 Volt grade porcelain insulator are to be maintained, first R Phase at 80 mm distance from the back wall, Y Phase at 150 mm distance from the back wall & B Phase at 220 mm distance from the back wall and then Neutral at 60 mm distance from the back wall as shown in the drawing. The gap should be maintained between the bus-bar and from the kiosk wall to bus-bar are minimum 150 mm.

### **5. MOUNTING OF CABLE CONNECTOR**

Cable holding aluminium clamp 50x10x55 mm- 12 nos required to be fitted as shown in the drawing. The extruded cable connector is to be at length 55 mm and to be fitted with bus bar plate by 4 end nut bolt tightening system. The diameter of the hole for providing nut-bolt, in the bus-bar or in the connector plate should be 6 mm. A hole of 6 mm should be provided in the middle of the four nos hole in the bus bar also, thus if required in future we can connect socketing Cable end in the bus-bar by nut bolt. Connection is to be provided at the both end side of the O/G bus-bar and in the middle of the I/C bus-bar as shown in the drawing.

### **6. MOUNTING OF FUSE**

Mounting arrangement of 6 nos of fuse should be fixed with nut bolt arrangement with proper tightening.

### **7. DOOR**

Fixing arrangement of doors of the kiosk box shall be as per drawing and shall be so made that the same can be removed as and when necessary. The doors are to be opened 180 degree so that the workers can work properly and no obstacles arise during work. Two nos handle as shown in the drawing are to be provided for opening the door.

### **8. SAFETY EARTHING**

Earthing of current free metallic parts or metallic bodies of the equipments of the kiosk shall be done with soft drawn single conductor or bar of copper. Provision shall be made at two pints at bottom of the panel for earth connection of the panel with the earthing system as shown in the drawing.

### **9. LOCKING OF THE KIOSK CHAMBER DOOR**

To closed the Kiosk Chamber a Hatch bolt shall be provided to closed the two doors together and for locking a aldrop shall be provided.

*[Signature]*  
12/03/24  
Divisional Manager  
Joynagar Division  
WBSEDCL

#### **10. STRIPES WITH INSCRIPTIONS**

In the both side of the kiosk chamber two nos louvers (1 no each side) containing 3 nos inscriptions each side are to be provided as shown in the drawing for the purpose of air circulation.

#### **11. FINISHING AND PAINTINGS**

The metering panel shall be dust and vermin proof. All furnished surface of the steel panel and frame works shall be thoroughly cleaned. The exterior and interior surfaces of the kiosk including all metal parts shall be painted with 3 coats of paints. The first coat should invariably be painted with ISI marked one coat red oxide and double coat with good quality synthetic enamel gray paint. The first coat is to serve as rust resisting primer; second coat is to serve as base and binder, the third coat shall be as finishing coat.

#### **14. MARKING**

A plate with marking of the following shall be fixed on the front door in suitable position

- i. Name of the supplier
- ii. Serial no of kiosk
- iii. Property of WBSEDCL
- iv. Year of manufacturer

#### **15. PROTOTYPE SAMPLE**

Before taking up bulk manufacturer by the successful tenderer, the prototype sample is to be offered for approval, if mentioned in the order.

*Senes*  
13/03/24  
Divisional Manager  
Joynagar Division  
WBSEDCL