



WBSEDCL

West Bengal State Electricity Distribution Co. Ltd.

(A Government of West Bengal Enterprise)

REGIONAL OFFICE, DAKSHIN DINAJPUR

1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat

Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Memo No: RM/DDRO/T-35/2019-2020/

DATE :

NOTICE INVITING TENDER (NIT)

(LOCAL COMPETITIVE BIDDING)

2nd Call

BID DOCUMENT

Supply and Delivery of Label, Printers for GIS project of WBSEDCL including 3 years on-site warranty plus 2 years on-site AMC support including supply and delivery of consumables on quarterly basis for 2 years for **Buniadpur Division under the Scheme Strengthening and Extending Electricity Distribution Network (SEEDN).**

Tender Fee: ₹Rs. 1475/- inclusive of GST @18%
(Rupees One Thousand Four Hundred and Seventy Five Only)

Tender Notice No. : DDRO/E-TENDER/2019-20/E-01/03

Date : 27.01.2020

S. Das

SE & Regional Manager, Dakshin Dinajpur Region, WBSEDCL

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INSTRUCTION TO BIDDER (IB)

West Bengal State Electricity Distribution Company Limited herein after referred to as WBSEDCL, a Govt. of West Bengal Enterprise is responsible to distribute uninterrupted and quality Power within the State of West Bengal.

WBSEDCL's network is spread throughout the state of West Bengal having Head Quarter at Kolkata, 5 Zonal Offices, 19 Region Offices, 70 Division Offices, 508 Customer Care Centers and 619 Sub-Stations.

West Bengal State Electricity Distribution Company Limited herein after referred to as WBSEDCL invites bids from eligible vendors (Companies / LLP / Proprietorship) through e-tenders for below listed jobs under mentioned packages for different site offices under WBSEDCL as per detail "Scope of Work" and other terms and conditions furnished in the different clauses of the bid document.

Supply and Delivery of Label Printers for GIS project of WBSEDCL including 3 years on-site warranty plus 2 years on-site AMC support including supply and delivery of consumables on quarterly basis for 2 years for Buniadpur (Dakshin Dinajpur) Division of Dakshin Dinajpur Region under The Scheme Strengthening and Extending Electricity Distribution Network (SEEDN)

IB.1. Source of Fund: Government of West Bengal will finance the work under Strengthening and Extending Electricity Distribution Network (SEEDN) scheme.

IB.2. Eligibility of Bidders:

IB.2.1. Bidder fulfilling the Mandatory Conditions mentioned in the *Annexure –III* shall be considered as eligible for bidding.

IB.2.2. Required supporting documents are to be submitted as per clause "Submission of Bid".

IB.2.3. The tender fee is payable for bid submission. The EMD for bid has to be submitted separately as per *Annexure-VI*.

IB.2.4. The bidders should not be blacklisted from any Govt. organization across India for last three years and undertaking in this regard should be provided by the authorized signatory of the bidder. During contract period if the undertaking submitted by the bidder is found incorrect, the order issued on vendor shall be terminated with the forfeiture of the Performance Bank Guarantee (PBG).

IB.3. Issue of BID Documents:

IB.3.1. Intending Bidders desirous of participating in the tender are to log on to the website <https://wbteners.gov.in>. The tender can be searched by typing WBSEDCL in the search box of the website.

IB.3.2. Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) 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.

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IB.3.3. 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**”.

IB.4. Responsibility of Bidders:

IB.4.1. It shall be the sole responsibility of Bidders to determine and to satisfy themselves by such means as they consider necessary or desirable for all matters pertaining to this NIEt including, in particular, all factors that may affect the cost, duration and execution of the work.

IB.4.2. It must be understood and agreed that such factors have properly been investigated and considered while submitting the bid. Any claim, whatsoever, including those for financial adjustments to the NIEt, once awarded under these documents will not be entertained by WBSEDCL. Neither any change in time schedule of the contract nor any financial adjustments, arising thereof, shall be permitted by WBSEDCL, which are based on the lack of such clear information of its effect.

IB.4.3. The bid shall include all the information as per bid document.

IB.4.4. The bidder shall bear all the costs associated with the preparation and submission of bid and WBSEDCL in no case shall be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

IB.4.5. In order to avoid any problem arising out of network error or server error, bidders are advised to submit the bid, well in advance of the last date and time of submission of the bid.

IB.5. Formation of Cartel & Penal Measures: Any evidence of unfair trade practices, including overcharging, pricefixing, cartelization etc. as defined in various statutes, will automatically disqualify the parties. Repeated occurrence of such evidence of above bidders may also be viewed seriously by the WBSEDCL authority and penal measures as deemed fit would be imposed on such bidders.

IB.6. Key Dates:

Schedule of Dates for e-Tendering:

Sl. No.	Activity	Date & Time
1.	Publication Date	03.02.2020, 10:00 Hrs
2.	Start Date of Document Download	03.02.2020, 12:00 Hrs
3.	Start Date of Bid Submission	03.02.2020, 15:00 Hrs
4.	End Date of Bid Submission	17.02.2020, 17:00 Hrs
5.	Last Date of Physical Submission of Tender Fee and EMD	From 13.02.2020, 11:00 Hrs to 14.02.2020, 17:00 Hrs
6.	Opening Date of Technical Bid	20.02.2020, 12:00 Hrs
7.	Opening Date of Financial Bid	Will be intimated Later.



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- IB.7.** If any 'Strike' or 'Holiday, falls on any of the scheduled date, then the next working day (between mentioned working hours) shall be considered as scheduled date and schedule time.
- IB.8. Amendment / Addenda of Bidding Documents:** At any time, prior to the start date of submission of Bid, WBSEDCL may, for any reason, modify the Bidding Documents by issuing Addenda / Amendments and the same will be uploaded in the website <https://wbtenders.gov.in> only in due time. WBSEDCL shall not have any obligation to inform the bidder through any other mode of communication.
- IB.9. Language of the Bid:** The bid so prepared by the bidder and all other correspondences and documents relating to the bid, exchanged by the bidder and WBSEDCL, shall be written in British English Language only.
- IB.10. Period of validity of Bid:** The bid shall remain valid for acceptance up to 180 (One hundred eighty) days from the date of opening of tender. WBSEDCL may extend Validity of the bid beyond 180 (One hundred eighty) days if required so, without any change in offer. In that case the validity of EMD shall have to be extended accordingly.
- IB.11. Tender Fees :**
- IB.11.1.** All bids must be accompanied with a nonrefundable tender fee of ₹1475/- (Rupees One Thousand Four hundred and Seventy Five Only) as tender fee as per "Mode of Payment" clause including GST @18% will be levied on tender fee. The bid shall be considered non responsive if the tender fee is not submitted along with the bid within stipulated time specified in "Key Date" Clause.
- IB.11.2.** Scanned copy of Demand Draft (DD) / Banker's Cheque (BC) towards Tender Fee is to be uploaded while submitting the bid online. The details of the instrument are to be entered while the bid is being submitted online.
- IB.12. Earnest Money (Bid Guarantee):**
- IB.12.1.** All bids must be accompanied with a refundable earnest money, as "Bid Guarantee" as per Annexure-VI for the respective Packages as per "Mode of Payment" clause. The bid shall be considered non responsive if the earnest money is not submitted along with the bid as per "Key Date" Clause.
- IB.12.2.** Scanned copy of Demand Draft (DD) / Banker's Cheque (BC) / Bank Guarantee (BG) towards EMD is to be uploaded while submitting the bid online. The details of the instrument are to be entered while the bid is being submitted online.
- IB.12.3.** In case the EMD (Bid Guarantee) is submitted in the form of irrevocable Bank Guarantee, it is to be submitted as per format in Annexure-VII and shall remain valid initially for a period of six(6) months from the last date of submission of the bid document as mentioned in "Key Date" Clause and claim period will be further three (3) months. Validity of EMD shall have to be extended accordingly if Bid validity extends as per clause "Period of validity of Bid".



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- IB.12.4.** The Bid Guarantee of the unsuccessful Bidder/ Bidders will be returned against their written claim within one month from the date of placement of order on the successful Bidder/ Bidders.
- IB.12.5.** The 'Bid Guarantee', of the successful Bidder, will be returned within 30 (thirty) days against their written claim from the date of acceptance of Performance Guarantee to be submitted as per Performance Guarantee Clause (PBG) of bid document.
- IB.12.6.** No interest shall be payable by WBSEDCL on the above Bid Guarantee.
- IB.12.7. The Bid Guarantee shall be forfeited for any of the following reasons:**
- IB.12.7.1.** If during the period of bid validity, the bidder withdraws or modifies the bid in part or as a whole.
 - IB.12.7.2.** If the successful Bidder/ Bidders fails to accept the order unconditionally as per **"Acceptance of Order"** clause of bid document or fails to furnish the contract performance guarantee as stipulated in **PBG** clause of bid document.
 - IB.12.7.3.** If the successful bidder / bidders fails to extend the validity period of EMD as per **"Earnest Money (Bid Guarantee)"** and **"Period of validity of Bid"** Clause of bid document.
 - IB.12.7.4.** If any cartel is formed by the bidders in their quotation.
- IB.13. 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.
- IB.13.1. Registration of Bidders :**
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>.
- IB.13.2. Digital Signature Certificate (DSC):**
Each bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders.
- IB.13.3.** The bidder can search and download NIT & Tender Documents electronically from the <https://wbtenders.gov.in> website using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
- IB.14. Signing of Bids:**
- IB.14.1.** The bid shall be downloaded from the website <http://www.wbtenders.gov.in> and shall be signed by a **person / persons duly authorized by the bidder.**
 - IB.14.2.** To be qualified for evaluation and finalization of contract, Bidder/ Bidders shall submit a written power of attorney, authorizing the signatory of the Bid to act on behalf of the Bidder in the form and manner which is acceptable by WBSEDCL.
 - IB.14.3.** The complete bid shall be without alterations, interlineations or erasers, except those to



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accord with instructions issued by WBSEDCL or as necessary to correct errors made by the bidders, in which case such corrections shall be initialed by the person/persons signing the bid. Bids not duly signed shall be treated as canceled.

IB.15. Submission of Bid:

Bids shall be submitted as under:

- IB.15.1.** Bidders are to be submitted online through the website <https://www.wbtenders.gov.in>. Bidders 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 mentioned in the “**Key Date**” Clause. Tenders are to be submitted in two folders - one is Technical Proposal and the other is Financial Proposal. The bidders 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 / BOQ, fill up the particulars in the designated fields and upload the same in the designated location of Technical folder / Financial folder.

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

Original copies of the uploaded documents may be submitted for physical verification if required by the Tender Inviting Authority at the time of technical evaluation.

- IB.15.2. Part-1:** Part -1 of the bid shall contain original EMD and Tender Fee, bid proposal, Credentials (Mandatory Conditions with **Annexure-III**) offer in three separate folders.

- IB.15.2.1. Tender Fees & EMD :** Scanned copy of Demand Draft (DD)/ Bankers Cheque (BC) towards tender fee as prescribed in NleT& Scanned copy of Demand Draft (DD)/ Bankers Cheque (BC) towards EMD as prescribed in NleT in favor of West Bengal State Electricity Distribution Company Limited payable at Balurghat.
- IB.15.2.2. NleT:** Techno-Commercial offer covering with all details information are to be submitted in NleT along with corrigenda, if any.
- IB.15.2.3. Annexures:** **Annexures I, II, III, III(A), III(B), IV, V** are to be submitted in details in Annexure folder in their respective format. All the formats are to be downloaded, filled up, signed, scanned and uploaded by the authorized signatory.
- IB.15.2.4. Other important Document:** Credentials and other documents to be submitted in this folder.

- IB.15.3. PART-2 BOQ:** Price offer should be submitted strictly as per formatted schedule of bid



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document *Annexure-XIV* only available from the website <https://www.wbtenders.gov.in>. The BQQ format is to be downloaded from the site, relevant fields to be filled up and the same file is to be uploaded in the system only. Only uploaded soft-copy of *Annexure-XIV* will be accepted price evaluation.

IB.15.4. Late Submission of Bid: Bidder shall take all possible measures to submit the bid within the schedule date & time at specified folder/location prescribed elsewhere in the bidding document. Late submission of bid for whatever reason shall not be accepted.

IB.16. Submission of original documents of Tender Fee and Earnest Money Deposit :

IB.16.1. Mode of Payment: Tender Fee must be submitted in the form of Bank Draft (DD) / Bankers Cheque (BC) issued by any branch of any Indian Scheduled Bank in favor of West Bengal State Electricity Distribution Company Limited payable at **Balurghat**. EMD must be submitted in the form of Bank Draft (DD) / Bankers Cheque (BC) / Bank Guarantee (BG) issued by any branch of any Indian Scheduled Bank in favor of West Bengal State Electricity Distribution Company Limited payable at **Balurghat**. Payment in any other form will not be accepted.

IB.16.2. Address of Communication:

Office of the SE & Regional Manager, WBSEDCL

Address: DAKSHIN DINAJPUR REGIONAL OFFICE

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IB.16.3. Time of submission: The original of DD/BC/BG towards Tender Fee and EMD shall be submitted in a sealed envelope in the office as stated above within the date and time as specified “**Key Date Clause**” in the NIT. If the bidder fails to submit the original documents as stated above within the due date and time his bid will not be opened and his bid will stand rejected. The bidders who are willing to participate must mention the tender no, tender date and package name on the cover of above mentioned sealed envelope.

IB.17. Conditional and incomplete tenders are liable to summary rejection.

IB.18. 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.

IB.19. Late Submission of Bid: Bidder shall take all possible measures to submit the bid within the schedule date & time at specified location prescribed elsewhere in the bidding document. Late submission of bid for whatever reason shall not be accepted.

IB.20. Opening and evaluation of tender

IB.20.1. Opening of technical proposal:

IB.20.1.1. Technical proposals will be opened by the Tender Inviting Authority or authorized representative electronically from the website stated as above, using their Digital Signature Certificate.

IB.20.1.2. Technical proposals for those bidders whose original copies of DD/BC/BG towards tender fee & EMD have been received will only be opened. Proposals corresponding to which original copy of DD/BC/BG towards tender fee & EMD has not been received, will not be opened and will stand rejected.

IB.20.1.3. All bids found to be responsive as regards Clause “**Opening and evaluation of tender**”



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will be examined in respect of “**Mandatory Condition**” & other qualifying requirements as detailed in the bid document. Bids which do not satisfy the “**Mandatory Condition**” and qualifying requirements will not be considered for technical evaluation. Mandatory Conditions are to be submitted as per format enclosed with the bid document as **Annexure-III**.

The bidder shall not take any commercial deviation from the stipulation of Bid document. If the bidder takes any commercial deviation, his Bid shall be liable for rejection.

- IB.20.1.4.** The summary list of bidders, whose bids will be found Techno-Commercially eligible, will be uploaded in the web portal. Date of opening of financial bid will be intimated to the Techno-Commercially qualified bidders.

IB.20.2. Opening of financial proposal (price bids).

- IB.20.2.1.** Financial proposals uploaded by the bidders in the prescribed format **Annexure-XIV** and declared Techno-Commercially eligible, will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date.
- IB.20.2.2.** The Price Bid Sheet is only acceptable if no deviation is found.
- IB.20.2.3.** After opening of the financial proposal the preliminary summary result containing inter-alia, name of bidders and the rates quoted by them will be uploaded.
- IB.20.2.4.** The Tender Accepting Authority may ask bidders to submit analysis to justify the rate quoted by that tenderer.
- IB.20.2.5.** For any discrepancy in the amount of figures and words, the quoted amount in figure will prevail.

IB.20.3. Evaluation and Comparison of Bids (Price bids)

- IB.20.3.1.** On examination of documents submitted under different covers WBSEDCL will evaluate and compare the bids determined to be substantially responsive at each step.
- IB.20.3.2.** Evaluation of Bid will include and will take into account :
- IB.20.3.2.1.** Ex-works price of all the equipment and items.
- IB.20.3.2.2.** GST as admissible over and above the quoted rate and at prevailing rate.

- IB.20.4.** The bidder shall indicate the above prices clearly in the respective price schedule as applicable for manufactured and bought out items.

- IB.20.5.** Evaluation of bid shall be made on the total price of all the items, clubbed together. Total price shall be calculated on the basis of quantity indicated in the NIeT.

- IB.20.6.** Separate packing & forwarding charge will not be paid extra. Any variation, up or down, in taxes & duties or any new levy introduced subsequent to bid opening will not be considered for comparison of bids.

IB.21. Process to be confidential:

- IB.21.1.** After the opening of bids, information relating to the examination, clarification, evaluation and comparison of bids, and recommendations concerning the award of



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Contract shall not be disclosed to bidders or other persons not officially concerned with such process.

IB.21.2. Any effort by a bidder to influence WBSEDCL or others connected in the process of examination, clarification, evaluation and comparison of bids, and in decisions concerning the award of Contract, may result in the rejection of his bid.

IB.22. Clarification of Bids: To assist in the examination, evaluation and comparison of bids, WBSEDCL may ask the bidder individually for clarifications of his bid at the appropriate stage of evaluation. The request for clarification and the response thereof shall be in writing but no change in the price or substance of the bid shall be sought, offered or permitted.

IB.23. Procedure of Evaluation: Evaluation of tenders will be done in the following steps:

IB.23.1. Evaluation of Technical Proposal

IB.23.1.1. While evaluation, the Tender Inviting Authority or his authorized representative may summon of the bidders 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 time frame, their proposals will be liable for rejection.

IB.23.1.2. The summary list of bidders, whose bids will be found techno-commercially eligible, will be uploaded in the web portals. Date of opening of financial bid will be intimated to the techno-commercially qualified bidders.

IB.23.1.3. All Technical proposal documents as specified in the tender will be examined and assessed for the techno-commercial, performance and management capability of the bidder.

IB.23.1.4. The bidder shall not take any commercial deviation from the stipulation of Bid document. If the bidder takes any commercial deviation, his Bid may be liable for rejection.

IB.23.1.5. Prior to opening of price bid, a meeting with qualified bidders may be arranged to bring all the bidders under same commercial terms & conditions if considered necessary. Date of meeting will be communicated to qualify bidders in due course.

IB.23.2. Evaluation of price bid:

IB.23.2.1. Evaluation of Price Bid will be exclusive of GST.

IB.23.2.2. The bidder shall indicate the above prices clearly in the respective price schedule.

IB.23.2.3. If any discrepancy is found in the total amount quoted and the total amount evaluated based on quoted unit price then the quoted unit price will prevail and the total amount will be arrived at considering the quoted Unit Price during evaluation.

IB.24. Time Schedule: The basic consideration and the essence of the Contract shall be strict adherence to the time schedule as it will be specified in the contract for supply & services in LOA (Letter of Award) to be issued from WBSEDCL as per clause “**Completion time**” under GCC.

Date of issuance of LOI/LOA shall be considered as zero date for that regional office.



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IB.25. Price:

- IB.25.1.** The Bidder shall indicate the prices in Indian Rupees only.
- IB.25.2.** Incomplete or partial quotation will not be accepted and shall be liable to be rejected.
- IB.25.3.** No deviation in any form in the Price Bid Sheet is acceptable.
- IB.25.4.** Prices quoted by the Bidder shall be firm. Bid submitted with adjustable price quotations will be rejected.
- IB.25.5.** Rates quoted should be for enter contract for the items as mentioned in *Annexure – XIV*. The rates quoted should be exclusive of GST.
- IB.25.6.** The price offer shall only be uploaded in the website <https://www.wbtenders.gov.in> as per format in *Annexure – XIV* only.
- IB.25.7.** The prices (excluding tax component) shall remain FIRM for the contract period for which the contract is awarded. For introduction of any new levy or change of tax rate will be considered till completion of the service within stipulated period. GST shall be payable over the quoted price as applicable and as per prevailing rate.
- IB.25.8.** The Bidder, at his own cost, responsibility and risk may visit the Site of Service and may obtain relevant information before quoting the rates. The costs of visiting the Site shall be at the Bidder's own expense.

IB.26. Taxes, Duties and other levies: No custom duty will be paid by WBSEDCL. GST applicable shall be paid extra.

IB.27. Statutory Obligations: Statutory obligations as per law of the land are to be complied.

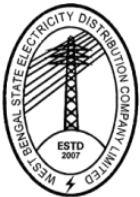
IB.28. Conflict of Interest: The Bidder shall not have a Conflict of Interest that may affect the Tendering Process. Any Bidder found to have a Conflict of Interest as per the following reasons, shall be disqualified. In the event of disqualification, the Bid Security of the bidder shall be forfeited for the time, cost & effort of the Authority including consideration of such Bidder's Proposal, without prejudice to any other right or remedy that may be available to the Authority hereunder or otherwise

Any bidder found to have a conflict of interest if his near relative is posted as an employee/ officer in any capacity in WBSEDCL, who is associated with the Tender inviting Authority or vice versa.

Any bidder found to have a conflict of interest if any employee of the bidding firm/company has or develops a financial or other interest with any employee / officer of WBSEDCL associated with the Tender inviting Authority during the execution of the Contract or vice versa.

Any bidder has a relationship with another bidder/bidders directly or through common third parties that puts them in a position to have access to each other's information about or to influence the tendering processes of either or each of the other bidder.

IB.29. Insurance: The successful Bidder at his own cost shall arrange, secure and maintain all insurance as may be pertinent to the Work and obligatory in terms of law to protect his interest and interests of

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WBSEDCL against all perils detailed herein. The form and the limit of such insurance as defined herein together with the underwriter in each case shall be acceptable to WBSEDCL. However, irrespective of such acceptance, the responsibility to maintain adequate insurance coverage at all times up to handover of all equipments shall be of successful Bidder alone. The successful Bidder's failure in this regard shall not relieve him of any of his contractual responsibilities and obligations. The insurance covers to be taken by the successful Bidder shall be in the joint names of the WBSEDCL and the successful Bidder, wherein the beneficiary will be WBSEDCL and the successful Bidder will be the custodian. The successful Bidder shall, however, be authorized to deal directly with the Insurance Company or Companies and shall be responsible in regard to maintenance of all insurance covers.

- IB.29.1.** Any loss or damage to the equipment during transportation, handling, storage, erection, putting into satisfactory operation and all activities to be performed till the successful completion of commissioning up to handover of the Equipment shall be to the account of the successful Bidder. The successful Bidder shall be responsible for preference of all claims and make good the damages or loss by way of repairs and/or replacement of the equipment, damaged or lost. The transfer of title shall not in any way relieve the successful Bidder of the above responsibilities. The successful Bidder shall provide WBSEDCL with copy of all insurance policies and documents taken out by him in pursuance of the Contract. Such copies of documents shall be submitted to WBSEDCL immediately after such insurance coverage. The successful Bidder shall also inform WBSEDCL in writing at least sixty (60) days in advance regarding the expiry/cancellation and/or change in any of such documents and ensure revitalization, renewal etc. as may be necessary well in time at his cost, risk and responsibility.
- IB.29.2.** The perils required to be covered under the insurance shall include, but not be limited to fire and allied risks, miscellaneous accidents (erection risks), workman compensation risks, loss or damage in transit, theft, pilferage, riot and strikes and malicious damages, civil commotion, weather conditions, accidents of all kinds, war risks etc. The scope of such insurance shall be adequate to cover the replacement / reinstatement cost of the equipment for all risks up to and including delivery of goods on Ex-works basis and shall also cover transportation and other costs till the equipment are delivered. Notwithstanding the extent of insurance cover and the amount of claim available from the underwriters, the successful Bidder shall be liable to make good the full replacement/rectification value of all equipment/materials and to ensure their availability as per project requirements. The extent of successful Bidders' liability together with the insurance cover and claim available shall be limited to the full replacement / rectification value of all equipment / material to ensure their availability as per project requirement.
- IB.29.3.** All cost on account of insurance liabilities covered under the Contract will be on successful Bidder's account and will be included in Contract Price. However, WBSEDCL may from time to time, during the pendency of the Contract, ask the successful Bidder in writing to limit to insurance coverage, risks and in such a case, the parties to the Contract will agree for a mutual settlement, for reduction in Contract Price to the extent of reduced premium amount. The successful Bidder, while arranging the insurance, shall ensure to obtain all discounts on premium, which may be available for higher volume or for reason of financing arrangement of the Project.



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IB.29.4. Bidder shall ensure that for all activities to be performed under the Contract viz. transportation, storage, erection, testing, commissioning etc. till the equipment/plant is handed over to WBSEDCL; the insurance cover shall only be taken from Indian Insurance Companies.

IB.30. Period of Contract: Initial Period of contract shall be 24 (twenty four) months or eight quarters from zero date. WBSEDCL may increase the period of contract for another two years, depending upon the performance of previous years of the bidder, at the same rate and terms and conditions of the Letter of Award (LOA) placed on successful bidder which shall be mutually agreed accepted by the bidder and WBSDECL.

IB.31. Variation during execution: Number of locations and Number of total consumer as incorporated in this tender are provisional, which may vary up to +/-25% of the ordered quantity during course of execution of the contract as per actual requirement and decision by WBSEDCL. WBSEDCL shall communicate such variation of quantity to the successful bidder in writing. The unit price to be quoted by the bidder and incorporated in the order would remain valid for such variation of quantity.

IB.32. Issue of LOA : WBSEDCL will award the contract to the successful bidder whose bid has been determined to be substantially responsive and has been determined the lowest evaluated bid, provided further that the bidder is determined to be qualified to perform the contract satisfactorily. WBSEDCL shall be the sole judge in this regard.

IB.33. Right to Reject Bids : WBSEDCL reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders the reason for WBSEDCL's action.

IB.34. Mandatory Condition: The bidder shall provide documentary evidence satisfactory & acceptable to WBSEDCL to establish that they have the requisite credential, capability and experience to handle the contract and meet requirements of all the Mandatory Conditions indicated in **Annexure-III**.

IB.35. Communication: The successful vendor, for communicating with WBSEDCL, for this job may use the following modes.

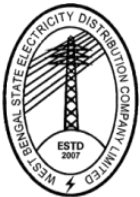
FAX : (033) 2337-2427, Telephone – (033) 2358-9665, 2319-7442. e-Mail : itcell@wbasedcl.in

IB.36. Representative of Vendor:

IB.36.1. The successful Bidder is required to nominate a Single Point of Contact (SPOC) exclusively for this project from commencement to completion as a Nodal Officer to be stationed at Kolkata, with whom WBSEDCL will contact on all matters related to this order.

IB.36.2. The vendor has to specifically furnish to WBSEDCL, the name, designation, Telephone no. including mobile no., email address of SPOC.

IB.36.3. SPOC will provide strategic and tactical recommendations in relation to technology related issues. He will identify and resolve problems and issues in consultation with WBSEDCL.



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SCOPE OF WORK (SW)

WBSEDCL has decided to survey its electrical network under the jurisdiction of state of West Bengal and prepare electronic maps. For the above work it is required to store all data related to survey in a central location and thereafter prepare electronic map for further uses. Surveyor will capture Geo-Coordinate and electrical network attributes of each pole using WBSEDCL provided Android Application, including adhesion of label on each pole during survey work. The label will be handed over to the surveyor after printing of QR Code and system generated sequence number, the printed labels will be treated as *Survey Identification Number (SIN)*.

Supply and Delivery of Label Printers for GIS project of WBSEDCL including 3 years on-site warranty plus 2 years on-site AMC support including supply and delivery of consumables on quarterly basis for 2 years for Buniadpur (Dakshin Dinajpur) Division Under The Scheme Strengthening and Extending Electricity Distribution Network (SEEDN) shall be carried out in the following manner:-

SW.1. The project shall be on turnkey basis: Label Printers and the consumables of the printer like print media for Labels and Ribbons are to be supplied and delivered as per specification in *Annexure-XII* at the location and quantity mentioned in *Annexure-XI*. These materials are to be delivered in quarterly basis on each Divisional office contract period for consumables as mentioned in “**Period of Contract**” clause. The location mentioned in the *Annexure-XI* is provisional, which may vary during course of execution of the successful bidder as per actual requirement and decision by WBSEDCL.

SW.1.1. Printers shall be supplied and delivered by successful bidder as per specification location and quantity as mentioned in *Annexure-XI*. In case of delivery at wrong address, it shall have to be rectified by the successful bidder as per *Annexure-XI* and WBSEDCL will not bear any extra cost for the same. The bidder has to install and setup the Label Printers under the supervision of WBSEDCL personnel at site offices.

SW.1.2. Printer head and media auto-cutting tools shall be replaced by the vendor on the basis of requirement if any throughout the warranty and AMC period and the unit rate of the same must be quoted in the price sheet for bid evaluation.

SW.1.3. Consumables of the printer like print media for Labels and Ribbons shall be supplied and delivered by successful bidder as per specification mentioned in *Annexure-XII* at the location mentioned in *Annexure-XI*.

SW.1.3.1. Successful bidder shall deliver consumables for two (2) quarter initially with the printer as per clause mentioned in “**Time Schedule**”.

SW.1.3.2. The rest quantity shall be delivered based on Delivery Instruction (DI) issued from site offices on quarterly basis. Materials shall be delivered within 15 days from the issuance of DI.



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- SW.1.4.** Successful bidder shall arrange end users' training in his/her own cost.
- SW.1.4.1.** Successful bidder shall train the end user regarding usage of printer, loading of print media, loading of ribbons, trouble shooting, do's & don'ts and other things related to printer.
- SW.1.4.2.** Successful bidder shall train the end user regarding storing of consumables, proper fixing technique of label so that it can last at least five years at outdoor environmental conditions, do's & don'ts and other related to proper care of consumables.
- SW.1.5. Commissioning:** Only after successful trial run the printer along with some test print, the commissioning will be deemed successful. The successful bidder shall hand over all installation medias/and other pertaining software, all manuals during commissioning.

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GENERAL CONDITIONS OF CONTRACT (GCC)

GCC.1. General Terms:

- GCC.1.1.** WBSEDCL reserves the right to reject the supplied item, even after delivery if any deviation from tendered specifications is found in the supplied materials at any point of time.
- GCC.1.2.** The bidder has to furnish all the information as required regarding their offer.
- GCC.1.3.** Quotation from any sub-vendor will not be entertained.
- GCC.1.4.** Any form of consortium will not be allowed.
- GCC.1.5.** The Bidder should provide Manufacturer Authorization Form (MAF) for each OEM.
- GCC.1.6.** The bidder must quote products of those OEM for the tender who have their presence for 15 years or more for printer and 3 years or more for consumables in India along with setup for service in Kolkata & other major cities and they the OEM must have sufficient spare stock in Kolkata or other Indian warehouse.
- GCC.1.7.** WBSEDCL on its own discretion may extend the AMC for additional 5 years after completion of Warranty+AMC as per GCC clause. The bidder shall be prepared to support the system for the additional 5 years.
- GCC.1.8.** All equipment supplied and installed at the stipulated locations shall be new and conforming to the technical specifications. The certificate of newness is to be furnished.
- GCC.1.9.** The warranty period for non-consumable items will start from last date of successful commissioning.
- GCC.1.10.** The warranty period for consumable items will be start from last delivery date for a particular quarter for a particular location.
- GCC.1.11.** Annual maintenance Contract (AMC) will be started just after completion of warranty.
- GCC.1.12.** The successful Bidder must quote for two (02) years of AMC after the expiry of the warranty period. AMC charges for the two years will be considered for commercial evaluation.
- GCC.1.13.** All correspondence, documents and Bid, exchanged between the Bidder and WBSEDCL shall be written in English language. Failure to comply with this request may disqualify a bidder.
- GCC.1.14.** The Company reserves the right, to reject any or all the tenders, at its discretion, without assigning any reason whatsoever.
- GCC.1.15.** To monitor the progress of work and to discuss other related matters, meeting will be held between Vendor and WBSEDCL depending upon the need.

GCC.2. Force Majeure :



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GCC.2.1. Successful Bidder shall be under no liability if prevented from carrying out obligations under the order by reason of war, Invasion, act of foreign country, hostilities, riots, civil commotion, mutiny, accident, earthquake, fires, floods, orders and / or restrictions and other cause beyond the reasonable control. However, such force majeure circumstances are to be intimated immediately and to be established subsequently with proper documents / proofs to the entire satisfaction of WBSEDCL.

GCC.2.2. WBSEDCL will not take any additional liability towards enhanced taxes, duties and price variation due to force majeure condition.

GCC.3. Performance Guarantee:

GCC.3.1. Performance Guarantee to be submitted on non-judicial stamp paper of Rs.100/- by any Schedule Bank in India, as per format enclosed ***Annexure-IX***.

GCC.3.2. For Supply, Delivery, Installation, Commissioning of Label Printers and supply & delivery of consumables of all equipments, as contract security, successful bidder shall furnish a performance Bank Guarantee (here after referred as PBG) @15% of total materials value under a division office having sum of price of printers and price of first four quarter of consumables for each region to be submitted within one month at the respective regional offices from the date of issue of LOA in the form of Bank Guarantee. Validity of BG will be 2 years 6 months from the date of LOA.

GCC.3.3. For AMC of Label Printers and supply & delivery of consumables of all equipments, as contract security, successful bidder shall furnish a performance Bank Guarantee (here after referred as PBG) @15% of total materials value under a division office having sum of AMC price of printers and price of first four quarter of consumables for each region to be submitted within one month at the respective regional offices from the date of completion of warranty in the form of Bank Guarantee. Validity of BG will be 5 years 6 months from the date of completion of warranty. If PBG for AMC is not submitted within one month from the date of completion of warranty the existing PBG will be invoked.

GCC.4. Arbitration & Legal Jurisdiction:

GCC.4.1. During execution of this contract, if any dispute arises thereby, shall be settled amicably between WBSEDCL and yourself to the extent possible.

GCC.4.2. All disputes or differences between the parties which has not been settled be referred to arbitration in accordance with the provisions of the Arbitration and Conciliation Act – 1996 or any subsequent amendments thereof. The venue of Arbitration shall be Kolkata only.

GCC.4.3. The necessary legal affairs and / or court case if any between the parties shall be subjected to superintendence of Calcutta High Court or its subordinate Court



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having appropriate jurisdiction.

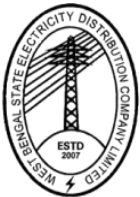
GCC.5. Completion time:

- GCC.5.1.** Completion time for execution of the job except consumables shall be **60 days** from the zero date. The successful bidder shall complete the entire job except consumables as per scope of work including test run, product usages demonstration to the users and shall hand over the system within scheduled completion time as stipulated in this clause.
- GCC.5.2.** Completion time for supply and delivery of consumables for first two quarters shall be 60 days from the zero date. The successful bidder shall complete the entire job as per scope of work including product usages demonstration to the users and shall hand over within scheduled completion time as stipulated in this clause.
- GCC.5.3.** The consumables for 3rd quarter and onwards shall be delivered based on Delivery Instruction (DI) issued from site offices on quarterly basis. Materials shall be delivered within 15 days from the issuance of DI.

GCC.6. Testing of equipments/software/consumables:

- GCC.6.1.** WBSEDCL may at its discretion engage third Party for testing of any equipments/software/consumables on behalf of WBSEDCL. The personnel of outside agency, if engaged, shall be considered as the representative of WBSEDCL & the test reports furnished by them shall be binding. However, cost of such engagement of third Party for testing will be borne by WBSEDCL. Testing may be executed even after delivery, installation & commissioning of the equipments in presence of successful bidder. If any deviation will be found i.r.o specification mentioned in **Annexure-XII** the equipment/software/consumables shall be replaced by the successful bidder within 30 days from the date of test report. WBSEDCL will not pay any extra cost for the same.
- GCC.6.2.** The successful bidder shall provide necessary infrastructure, all necessary test equipments & other facilities (like accommodation, local transport etc.) may be required by WBSEDCL for the said testing without any extra cost to WBSEDCL.

- GCC.7. Warranty:** The items, supplied & installed by the successful bidder, will have warranty for trouble free operation for a period of three (3) calendar years without any extra cost to WBSEDCL, from the last date of installation and commissioning of system (i.e. completion date). Further, during this period, it will be your responsibility to maintain and support the system fully and ensure proper availability of service. The provision for supply of spares & parts if required, and services necessary for maintenance of all the above shall be successful bidder's responsibility.



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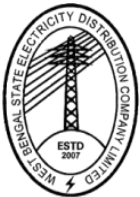
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- GCC.7.1.** In case of failure / malfunctioning of the system for both packages the site officials will inform to the successful bidder using web based complaint management system. The web based complaint management system shall be solely maintained by the successful bidder without any extra cost to WBSEDCL. Centralized registration of all calls should be maintained by you to record the calls and acknowledge each and every call with a unique docket number which is to be used for further reference. Completion of the call is to be certified by Site Officers. The web-based call docketing system shall be maintained in such a way so that it is accessible from site offices on 24x7 basis. In case of non-availability of docketing system regarding report of occurrence of system failure / malfunctioning, the version of site officers on occurrence of the date and time shall be firm and final. WBSEDCL may also use its own call management systems.
- GCC.7.2.** Schedule preventive or un-schedule breakdown maintenance includes replacement of all un-serviceable parts free of cost by the successful bidder excluding printer head and media auto-cutting tools. Parts replaced will be new and compatible to original parts. The defective parts removed will be the property of the vendor. Schedule maintenance of entire system shall be done up to the satisfaction of the Site Officers. The clause shall be applicable for both the packages.
- GCC.7.3.** If any unit is faulty and cannot be repaired on-site the successful bidder must provide a standby/replacement system of same or comparable configuration as long as the system is not restored within the time mentioned below.
- GCC.7.4.** The day on which call is registered will not be counted for downtime calculation. Downtime calculation will be started from 0 (zero) hours of the following date. Maximum acceptable downtime will be 24 hours. for KMDA area and 48 hours for rest areas. Sundays and Holidays will not be counted towards calculation of downtime. After rectification of fault the system should run at least 30 (thirty) days else total period will be calculated towards downtime of the system. Downtime will be calculated in each quarter separately.
- GCC.7.5.** The printable media for label shall adhere on the surface of PCC, RCC, steel and wood pole of power distribution network and should remain unaltered for at least 5 years in outdoor environment with different climate condition within the state of West Bengal, if any disputes reported by site officials for a particular Part No./Batch No./ Lot No./Challan No. and numbers of defective labels exceeded 5% of total quantity of that Part No./Batch No./Lot No./Challan No for a particular location, the successful Bidder shall be liable to replace the printable media for label in his own cost within 30 days from the date of initial complain. This may be due to manufacturing defect or inappropriate to adhere on the surface of PCC, RCC, steel and wood pole of power distribution network



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or inappropriate to print using ribbons and printer mentioned in the specification. Location wise defective labels will be finalized after joint inspection with the successful Bidder and WBSEDCL authority.

- GCC.8. AMC:** The items, supplied & installed by the successful bidder, will have Annual Maintenance Contract(AMC) for trouble free operation for a period of two (2) calendar years without any extra cost to WBSEDCL, from the date of completion of warranty. Further, during this period, it will be bidder's responsibility to maintain and support the system fully and ensure proper availability of service. The provision for supply of spares & parts if required, and services necessary for maintenance of all the above shall be successful bidder's responsibility. Services such as system uptime of 24x7 basis, web based complaint management system, restoration of complaint by means of repairing/ replacement/ reconfiguring the system etc must be smooth and running like that of warranty period.
- GCC.9. Risk Purchase / Performance:** If you fail to supply and install materials as required within the period, WBSEDCL shall be entitled to get it with the best and nearest available substitute on the account and at your risk or to cancel the contract and you shall be liable to compensate for any loss or damage which WBSEDCL may sustain by reason of such failure on your part.
- GCC.10. Liquidated Damage(here after referred as LD):** WBSEDCL reserves the right to repudiate the contract if you fail to complete the work within stipulated period. However, the ordering authority may at his discretion waive this condition with imposition of liquidated damage indicated herein below.
- GCC.10.1. Delay in completion:** If successful bidder fail to complete the entire work within the completion time as stated in the Clause of "**Completion Time**" for supply, delivery, installed and commissioned a LD @ ½% of total price of Label Printers and consumables for first two quarters per location for each week of delay or part thereof subject to a maximum of 5% (five percent) of value shall be imposed to successful bidder. LD if applicable will be deducted only from bills on installation, commissioning and hand over clause "**Terms of payment**".
- GCC.10.2. Delay in delivery of quarterly consumables:** If the successful bidder fail to deliver quarterly consumables as mentioned in **Annexure-XIa** LD @ ½% (half percent) cost of consumables for a particular DI for each week of delay or part thereof subject to maximum of 5% (five percent) cost of consumables for a particular DI will be recovered as LD from the successful Bidder. Liquidated Damage, if applicable for delay in delivery of quarterly consumables, will be recovered from any outstanding bills / bank guarantee lying / to be lying with WBSEDCL.



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GCC.10.3. Dispute of Consumables: If any disputes reported regarding supplied consumables as stated in clause “**Warranty**” the payments for subsequent quarters will not be released against particular location.

GCC.10.4. During Warranty and AMC Period: Failure to set right the malfunctioning or to rectify fault of the system within the schedule downtime as indicated in the “**Warranty**” clause, a deduction at the rate of ½% (half percent) cost of material unit price per week or part thereof subject to maximum of 5% (five percent) cost of particular equipment will be recovered as LD from the successful Bidder in each year of warranty or AMC. Liquidated Damage, if applicable during warranty or AMC period, will be recovered from any outstanding bills / bank guarantee lying / to be lying with WBSEDCL.

GCC.11. Submission of bills for payment: All the bills in triplicate with relevant documents are to be submitted to the respective regional offices addressing to the Regional Manager.

GCC.12. Terms of Payment: No advance payment will be made against this order in any circumstances for implementation of entire project.

GCC.12.1. Enclosures: Receipted challan duly signed by the site Officer with successful Installation and commissioning certificate indicating date of installation duly signed by the concerned Controlling Officer.

GCC.13. Cancellation/Termination of Order: WBSEDCL shall have the right to repudiate the contract for the following causes and may also lead to cancellation of LOA. In each cases 7 days termination notice shall be issued prior to termination of LOA.

GCC.13.1. Non acceptance of LOA as per “**Acceptance**” clause.

GCC.13.2. Non submission of Performance BG within time.

GCC.13.3. Non completion of job within time schedule.

GCC.14. Acceptance of LOA: You shall submit written unconditional acceptance of LOA within 7 (Seven) days from date of issue of the same. Submission of conditional acceptance of LOA shall be treated as non-compliance of this clause.

GCC.15. WBSEDCL personnel for liaison :

GCC.15.1. Controlling Officer: The SE & Regional Manager, Dakshin Dinajpur Region, WBSEDCL.

GCC.15.2. Nodal Officer: The Asst. Manager (HR&A), Dakshin Dinajpur Region, WBSEDCL

GCC.15.3. Site Officer: The DE & Divisional Manager, Buniadpur Division, WBSEDCL

GCC.15.4. Paying Authority: The Manager (F&A), Dakshin Dinajpur Region, WBSEDCL



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Enclosure:

1. Annexure-I: Bid Proposal.
2. Annexure-II: Schedule of Bids.
3. Annexure-III: Mandatory Condition, Certificate regarding Summary Statement of Yearly Turnover, Statement of Orders Executed.
4. Annexure-IV: Proforma for undertaking to be submitted by the Bidder.
5. Annexure-V: Format Of Letter Of Bid.
6. Annexure-VI: Package-wise EMD.
7. Annexure-VII: EMD format.
8. Annexure-VIII: Bank Details for preparation of BG for EM.
9. Annexure-IX: Proforma For Bank Guarantee For Contract Performance
10. Annexure-X: Pre-Bid Query Format.
11. Annexure-XI: List of Label Printers and Consumables location wise.
12. Annexure-XII: Details Specifications
13. Annexure-XIII: Drawing of Label.
14. Annexure-XIV: BOQ format.

Sd/-

S. Das

SE & Regional Manager, Dakshin Dinajpur Region, WBSEDCL



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ANNEXURE-I

Bid Proposal

From,

Bidder's Name and Address :
Contact person :
Designation :
Telephone No. (Land Line & mobile) :
Fax :
Tender Reference :

To,

The Regional Manager,
Dakshin Dinajpur Regional Office, WBSEDCL
Buniadpur, Dakshin Dinajpur

Sub. : Invitation to bid for **Supply and Delivery of Label Printers for GIS project including 3 yrs on-site warranty plus 2 yrs on-site AMC support including supply and delivery of Consumables on quarterly basis for 2 yrs.**

Dear Sir,

We the undersigned Bidder/(s), having read and examined in details the specifications and other documents of the subject Tender, do hereby propose to execute the contract as per specification as set forth in your Bid-Documents.

1. **PRICES AND VALIDITY :**

- 1.1. The rate are FIRM during the entire period of the Contract and not subject to any price adjustment as per in line with the Bidding Documents. All prices and other terms and conditions of this proposal are valid for a period of 180 (one hundred eighty) days from the date of opening of the price bids. We further declare that prices stated in our proposal are in accordance with your bidding.
- 1.2. We confirm that our bid prices are exclusive of taxes and duties.
- 1.3. No custom duty will be paid by WBSEDCL. GST applicable shall be paid extra.

2. **BID GUARANTEE :**

We have enclosed a Bid Guarantee in the form of DD/BG/BC fromdrawn in favour of WBSEDCL for an amount of Rs.....

3. **DEVIATIONS :**

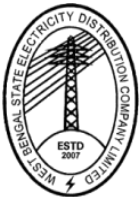
We declare that contract shall be executed strictly in accordance with the specifications and documents except for the deviations, all of which have been detailed out exhaustively in our deviation schedules, in volume irrespective of whatever has been stated to the contrary anywhere else in our proposal.

Further, we agree that additional conditions, deviations, if any, found in the proposal documents other than those stated in our Deviation Schedules, save that pertaining to any rebates offered, shall not be given effect to.

4. **CONTRACT PERFORMANCE GUARANTEE :**

We further agree that if our proposal is accepted, we shall provide a Contract Performance Guarantee of value, equivalent to ten percent (10%) of the Contract Price as stipulated in Bid document in the form of Bank Guarantee (Please specify the form of guarantee) in your favour within 15 (Fifteen) days from the date of placement of Letter of Award.

Dated.....this.....day of.....2020



WBSEDCL

West Bengal State Electricity Distribution Co. Ltd.

(A Government of West Bengal Enterprise)

REGIONAL OFFICE, DAKSHIN DINAJPUR

1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat

Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Thanking you, we remain,

Yours faithfully,

Date _____

Place _____

(Signature) _____

(Designation) _____

(Common Seal) _____

Business Address:

Name & Address of Authorized Signatory:

----- X -----

**WBSEDCL****West Bengal State Electricity Distribution Co. Ltd.**

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REGIONAL OFFICE, DAKSHIN DINAJPUR**1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat****Dakshin Dinajpur-733101****CIN: U40109WB2007SGC113473****ANNEXURE-II****Schedule of Bids**

1. Name of the bidder with office address Tel No./Fax no./E.mail address	
2. Address of Kolkata office and Tel no./Fax no./ E-mail address with the name of contact person	
3. Contact Person with Telephone No., Mobile No., E-mail ID and FAX No. of the Bidder	
4. GST registration No.	
5. Earnest Money (Amount and in the form of BG/DD/BC) submitted	
6. Details of Earnest Money in BG/DD/BC as submitted:	
7. Category of organization	
8. Company Registration No.	
9. PF Registration No. & valid upto (a copy should be enclosed)	
10. PAN Card No	
11. Whether agreed to (YES/NO)	
a) Terms of Payment	b) Earnest Money clause
c) Risk purchase clause	d) Liquidated damage clause
12. Offer valid up to	180 days from the date of opening of Technical Part of the Tender.
13. The price should be Firm.	The Prices are Firm.
14. Whether the bidder has submitted	
a) Current Professional Tax clearance certificate	
b) Banker's Certificate within last one year.	
c) Copy of PAN Card	
d) Power of Attorney	

Dated _____

(Signature and Seal of Bidder)

----- X -----

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<i>Sl No.</i>	<i>Requisite Credential</i>	<i>Requisite Support document</i>
MC1.	The bidder should have done similar work in other MNC/Govt./ Semi-Govt./ PSU organizations.	Completion Certificate along with copy of order.
MC2.	The bidder should have work order having work value sum of ₹12lakh or more in three similar work orders in last five financial years viz 2014-15, 2015-16, 2016-17, 2017-18, 2018-19.	Copy of order.
MC3.	The bidder should have at least one office in West Bengal or they should establish office in West Bengal within 30 days of placement of order.	Address / Self Declaration.
MC4.	The bidder must have the Average Annual Turnover of ₹5(five) crore for consecutive three financial years viz 2016-17, 2017-18, 2018-19.	Duly attested Audited Balance Sheet, Audit Report for Company and Tax Audit Report for other than Company.
MC5.	Must Comply with all statutory obligations	i. PF Registration Certificate
		ii. Copy of PAN Card
		iii. GST Registration Certificate
MC6.	Conflict of interest	The Bidder shall submit declaration that they do not have any Conflict of Interest that may affect the Tendering Process.
MC7.	No Deviation	The Bidder shall submit declaration that their bid do not have any Techno-Commercial deviation.
MC8.	Not Blacklisted	The Bidder shall submit declaration that they have not blacklisted from any Govt. organization across India within last three years.
MC9.	MAF	The bidder should provide Manufacturer Authorization Form (MAF) for each OEM.

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This is to certify that the following statement is the summary of the audit report arrived in favour of
for the three consecutive years or for such periods since inception of the Firm, if it was set in less than such three year's period.

Sl No.	Financial		Remarks
	Year	Turnover rounded up to two digit after decimal (Rs. In Lakh)	
1.	2016-17		
2.	2017-18		
3.	2018-19		
	Total		

Average Turnover: _____

Note:

1. Year proceeding the current financial year is to be considered as Year-1.
2. Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
3. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the Year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case may be.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

Dated _____

(Signature with Designation & Seal)

----- X -----

**WBSEDCL****West Bengal State Electricity Distribution Co. Ltd.**

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<i>Sl No.</i>	<i>Work Description</i>	<i>Financial year</i>	<i>Order No. and date</i>	<i>Name of order issuing authority</i>	<i>Order Value in Rs.</i>	<i>Scanned Copy of Performance report of the order submitted or Not (YES/NO)</i>	<i>Remarks</i>
1.							
2.							
3.							
4.							
5.							

Dated _____

(Signature of The Bidder with Office Seal)

----- X -----



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Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

ANNEXURE-IV

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. _____ dt. _____
2. None of the Partners of our firm is relative of employee of _____ (Name of the Company).
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.

Date _____

(Signature of the Bidder with Seal)

----- X -----



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Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

ANNEXURE-V

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. NIeT 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 NIeT 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 terms and conditions of the NIeT document unconditionally.

(Signature of the Bidder with Seal)

Dated _____

----- X -----



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Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Annexure-VI

Package-wise EMD

Sl No.	Package	Name of Division Offices	Name of Regional Offices	EMD in INR
1	Package-1B	Dakshin Dinajpur- Buniadpur	Dakshin Dinajpur	24660.00

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Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

ANNEXURE-VII

PROFORMA OF BANK GUARANTEE **FOR EARNEST MONEY (BID Guarantee)** (To be stamped in accordance with Stamp Act)

Ref. No. :

Date :

To
The West Bengal State Electricity Distribution Company Limited
VidyutBhawan
DJ Block, Sector - II
Salt Lake, Kolkata - 700 091

Dear Sirs,

In accordance with your Notice Inviting eTender (NIeT) under your Specification No. _____ M/s _____ having its Registered Head Office at _____ (hereinafter called the Bidder) wish to participate in the said Tender for _____.

As an irrevocable Bank Guarantee against Bid Guarantee for an amount of _____ is required to be submitted by the Bidder as a condition precedent for participation in the said Tender, which amount is liable to be forfeited on the happening of any contingencies mentioned in the Tender Documents.

We, the _____ Bank at _____ having our Head Office at _____ (Address of Bank) guarantee and undertake to pay immediately on demand by West Bengal State Electricity Distribution Company Limited the amount of _____ (in words and figures) without any reservation, protest, demur and recourse. Any such demand made by said Purchaser shall be conclusive and binding on us irrespective of any dispute of difference raised by the Bidder.

This Guarantee shall be irrevocable and shall remain valid up to **. If any further extension of this guarantee is required, the same shall be extended to such required period on receiving instructions from M/s _____ on whose behalf this Guarantee is issued.

All rights of West Bengal State Electricity Distribution Company Limited under this Guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless WBSEDCL enforce a claim under this **Guarantee against the Bank within three months from the above mentioned expiry date of validity or, from that of the extended date.**

In witness whereof the Bank, through its authorized Officer, has set its hand and stamp on this _____ day of _____ 2020 at _____.

WITNESS:

(Signature)

(Signature)

(Name)

(Name)

(Official address)

(Designation with Bank Stamp)

Attorney as per Power of Attorney No. _____ Date _____

**** This date should be initially for one hundred eighty (180) days and may be extended from time to time.**



WBSEDCL

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1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat

Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Annexure-VIII

Bank Details for preparation of BG for EMD

1. Name of the Bank: **United Bank of India.**
2. Name of Branch: **Buniadpur Branch**
3. A/C No. **0235050029379**
4. IFSC code: **UTBI0BLU261**

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Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Annexure-IX

PROFORMA FOR BANK GUARANTEE FOR CONTRACT PERFORMANCE

(To be stamped in accordance with Stamp Act)

Bank Guarantee No. _____
Ref No. _____

Date : _____

To,
The West Bengal State Electricity Distribution Company Limited,
VidyutBhavan, Salt Lake, DJ Block, Sector-II,
Kolkata -700 091.

Dear Sir,

In consideration of West Bengal State Electricity Distribution Company Limited (hereinafter referred to as WBSEDCL) which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns having awarded to M/s _____ with its Registered/Head Office at _____ (hereinafter referred to as the 'Contractor') which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns, a Contract by issue of Order No. _____ dated _____ valued at _____ for _____ (Scope of Contract) and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the _____ Order No. _____ date _____ (reference of original order), against Contract to WBSEDCL.

We _____ (Name and Address) having its Head Office at _____ hereinafter referred to as the 'Bank' which expression shall, unless repugnant to the context or meaning thereof include its successors, administrators, executors and assigns do hereby guarantee and undertake to pay WBSEDCL, on demand any and all moneys payable by the Contractor to the extent of _____ as aforesaid at any time upto (day/month/year) without any demur, reservation, contest recourse or protest and or without any reference to the Contractor. Any such demand made by WBSEDCL on the Bank shall be conclusive and binding notwithstanding any difference between WBSEDCL and the Contractor or any dispute pending before any before any Court, Tribunal or any other Authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of WBSEDCL and further agrees that the guarantee herein contained shall continue to be enforceable till the WBSEDCL discharges this guarantee.

WBSEDCL shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time extend the time for performance of the Contract by the Contractor. WBSEDCL, shall have the fullest liberty, without affecting this guarantee to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor and to exercise the same at any time and any manner, and either to enforce or to forbear to enforce any covenants, contained or implied in the Contract between WBSEDCL and the Contractor or any other course of remedy or security available to WBSEDCL. The Bank shall not be released of its obligations under this presents by any exercise by WBSEDCL of its liberty with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of WBSEDCL or any other indulgence shown by WBSEDCL or by any other matter or thing whatsoever which under the law would but for this provisions have the effect of relieving the Bank.

The Bank also agrees that WBSEDCL at its option shall be entitled to enforce this guarantee against the Bank as a Principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that WBSEDCL may have in relation to the contractor's liabilities.

Notwithstanding anything contained herein above our liability under this guarantee is restricted to _____ and shall remain in force up to and including _____ and shall be extended from time to time for such period, as may be desired by M/s. _____ to whose behalf this guarantee has been given.

All rights of WBSEDCL under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless the WBSEDCL enforce a claim under this guarantee against the Bank within three months from the above mentioned date or from the extended date.

Dated this _____ day of _____ 2020 at _____
WITNESS:

(Signature)

(Signature)

(Name)

(Name)

(Official address)

(Designation with Bank Stamp)

Attorney as per Power of Attorney No. _____ Date _____

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(A Government of West Bengal Enterprise)

1stFloor,UPHCS Building Premises,Mangalpur (Old Techno Campus) Balurghat

CIN: U40109WB2007SGC113473

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**WBSEDCL****West Bengal State Electricity Distribution Co. Ltd.**

(A Government of West Bengal Enterprise)

REGIONAL OFFICE, DAKSHIN DINAJPUR**1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat****Dakshin Dinajpur-733101****CIN: U40109WB2007SGC113473****Annexure-XI****Label Printers and Consumables**
(Details Specification mentioned in Annexure-IX)

All Items shall be delivered at the listed Division Offices and quantities mentioned here are provisional					
Name of Division Offices	Name of Regional Offices	Label Printer Quantity (in No.)	Continuous fan-folded print media having 1000 nos. Die-Cut Label in each bunch (bunch in nos. per quarter)	Ribbon of 300 meter in Roll form (rolls in Nos.)	Estimated Cost in INR
		(A)	(B)	(C)	(D)
Dakshin Dinajpur (Buniadpur)	Dakshin Dinajpur	1	15	8	1232800.00

N.B.

1. Total Quantity for the Project is 15 bunches X 8 quarters X 1000 nos. = 1,20,000 numbers for item mentioned in Column referred as B in above table.
2. Total Quantity for the Project is 8 rolls X 8 quarters = 64 numbers for the item mentioned in column referred as C in above table.

**WBSEDCL**

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1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat

Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Annexure-XII

Specifications

Label Printer		
Sl	Parameter	Specifications
1	Printing Technology	Direct thermal and thermal transfer
2	Supported Print Media Width	at least 3"(inch)
3	Supported Print Media Length	15" or higher (inch)
4	Media Capacity	300 meter or higher @ 80 Microns
5	Media types support	Continuous, die-cut, notch, black-mar
6	Ribbon Capacity	300 meter or higher @ 8 Microns
7	Print Speed	8 ips or higher
8	Resolution	203 dpi or higher
9	Interface	USB 2.0 (Type A, Type B), Ethernet (IPv4 & IPv6), WIFI(optional), parallel (optional)
10	Memory	128 MB RAM, 128 MB Flash or higher
11	Media Auto-Cutter With Tray	mandatory controlled by printing command
12	Driver Support	InterDriver Windows® Printer Driver, CUPS Driver for Linux
13	Graphics	BMP, PNG, GIF, JPG, PDF
14	Bar Codes	All Major 1D, 2D and Composite Symbologies
15	Character Sets Support	Pre-loaded Unicode-compliant scalable fonts, English & Extended Latin
16	Rated Voltage Range	Universal auto-ranging (PFC-compliant) power supply 100-240VAC, Energy Star-compliant
17	Rated Frequency Range	50Hz (+/-) 2%
19	Operating Ambient Temperature	Atleast 5 to 45 °C
20	Operating Relative Humidity	20 - 80 %



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Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

Print Media for Label		
Sl	Parameter	Specifications
1	Label Dimension (width x height)	56mm x 160mm (each label) drawing stated in Annexure-XIII .
2	Label Corner	Rounded
3	Label Colour	Yellow
4	Label Thickness & Printing Technology	Two (2) mil or higher and should be top coated for better ink anchorage by thermal Transfer printing.
5	Application Surface	surface of PCC, RCC, steel and wood pole for power distribution network.
6	Durability	Five (5) Years or higher in outdoor environment with different climate condition within the state of West Bengal.
7	Shelf-Life	Two (2) Years or higher in room temp.
8	Min. Application Temp.	5°C
9	Adhesive	Permanent acrylic based Pressure Sensitive Adhesive (PSA).
10	Liner	Sixty (60) gsm or higher and should assures consistent die-cutting.
11	Liner Transparency	50% or lower
12	Print Speed	8 ips or higher
13	Media Type	Continuous fan-folded print media having 1000 nos. Die-Cut Label in each bunch.
14	Materials Compliant Certificates	Necessary OEM certification for mentioned durability and application surface including RoHS compliance.
15	Legibility	QR Code should be legible after printing on the surface of label so that desired result by standard scanner can be obtained.

Ribbon		
Sl	Parameter	Specifications
1	Printing Technology	Thermal transfer Technology
2	Ink Type	Resin
3	Ink Melting Point	80° C/ 176 F or higher



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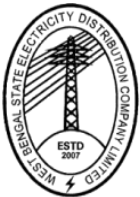
1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat

Dakshin Dinajpur-733101

CIN: U40109WB2007SGC113473

4	Ink Color	Black
5	Ink Thickness	3.5 Microns
6	Film Thickness:	4.5 Microns
7	Total Ribbon Thickness	8 Microns
8	Transmission Density	1.0 MacBeth Scale
9	Recommended Max. Print Speed	8 ips
10	Operating Temperature	5 to 35°C (41 to 95F)
11	Humidity:	20 to 85 % RH
12	Storage	12 months
13	Certificates / Regulations / Directives	TSCA (Toxic Substances Control Act), RoHS

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REGIONAL OFFICE, DAKSHIN DINAJPUR

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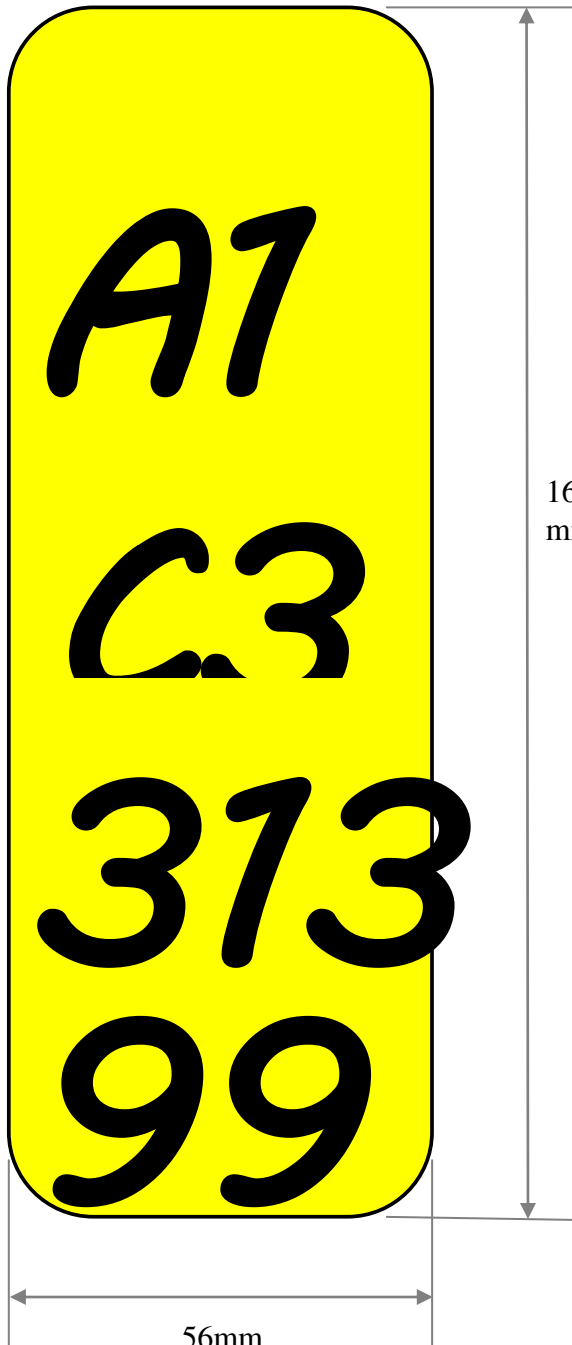
1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat

Dakshin Dinajpur-733101

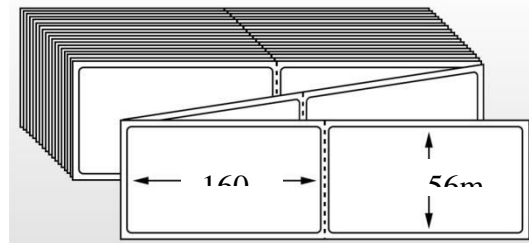
CIN: U40109WB2007SGC113473

Annexure-XIII

Drawing of Label



Sample Conv



Continuous fan-folded print media having 1000 nos. Die-Cut Label in each bunch

**WBSEDCL****West Bengal State Electricity Distribution Co. Ltd.**

(A Government of West Bengal Enterprise)

REGIONAL OFFICE, DAKSHIN DINAJPUR**1st Floor, UPHCS Building Premises, Mangalpur (Old Techno Campus) Balurghat****Dakshin Dinajpur-733101****CIN: U40109WB2007SGC113473****Annexure-XIV**Tender Inviting Authority: The S.E. & Regional Manager, Dakshin Dinajpur Region, **WBSEDCL**

Name of Work: Supply and Delivery of Label Printers for GIS project including 3 yrs on-site warranty plus 2 yrs on-site AMC support including supply and delivery of Consumables on quarterly basis for 2 yrs.

Tender No: **DDRO/E-TENDER/2019-20/E-01/03 Dated : 27/01/2020**

Bidder Name :									
		PRICE SCHEDULE (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	NUMBER	TEXT	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Unit rate in (INR)	GST (%)	HSN / SAC Code	Base Price without Taxes	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	4	5	13	14	15	18	53	55
1	Label Printer including Media Auto-Cutter and Tray with 3 yrs on-site warranty	1	No					0.00	
2	Unit rate of Cutting tools for the mentioned label printer	1	No					0.00	
3	Unit rate of printer head for the mentioned label printer	1	No					0.00	
4	Label having each dimension of 56mm x 160mm	120000	No					0.00	
5	Thermal transfer resin ribbon(300 meter each)	64	No					0.00	
6	2 yrs AMC for Label Printer	1	No					0.00	
7	Mention GST (%) and HSN/SAC Code Properly								
Total in Figures								0.00	
Total in Words									

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