

**West Bengal State Electricity Distribution Company Limited**  
**(A Govt. of West Bengal Enterprise)**  
**Office Of The Regional Manager :: Purulia Region**  
Tarit Bhavan(1st Floor).  
Desh Bandhu Road  
Purulia-723101(W.B.)

**NOTICE FOR INVITING TENDER**

On line tender (e-Tender) in two parts (Part-I: Techno-Commercial Bid, Part-II: Financial Bid) are invited by the S.E. & Regional Manager, WBSEDCL, Purulia Region, Tarit Bhawan (1<sup>st</sup> Floor). Purulia-723101(W.B.) from experienced, resourceful, bonafied & working agencies of WBSEDCL /WBSETCL /WBPDC /Central Govt. /State Govt. /Semi - Govt. /Undertaking for the following works:

Sl. No.	Tender Notice No.	Name of the work	Estimated Cost (Rs.)	Completion Time	Earnest Money (Rs.)	Cost of Tender Document (Rs.)
01.	RM/PRO/ELECT /2026-27/02 Dt.10/06/2026	Electrical installation and Casing-Capping wiring work at Kashipur Quarter within Kashipur 33/11 KV Sub Station under Raghunathpur Division.	837116.00 (excluding GST @ 18 %)	01 (One) Month	16742.00	0.00

  
10/06/26

**West Bengal State Electricity Distribution Company Limited**  
(A Govt. of West Bengal Enterprise)

**Office Of The Regional Manager :: Purulia Region**

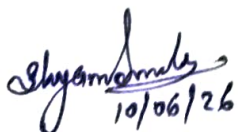
Tarit Bhavan(1st Floor).

Desh Bandhu Road

Purulia-723101(W.B.)

**Schedule of Key Dates**

SL. No.	Activity		Date & Time
1.	Date of Issue of NIT	:	10/06/2026
2.	Date of publish in Web Portal	:	12/06/2026
3.	Document download start date	:	12/06/2026 from 11:00AM
4.	Bid submission start date	:	12/06/2026 from 01:00 P.M.
5.	Date of Pre-bid Meeting	:	17/06/2026 from 2:00 P.M.
5.	Last date of online submission of Technical Bid and Financial Bid.	:	29/06/2026 up to 02:00 P.M.
6.	Last Date of submission of Earnest Money Deposit through online portal.	:	29/06/2026 up to 02:00 P.M.
7.	Opening of Technical Bid at the office of the Regional Manager, Purulia Regional Office, WBSEDCL.	:	02/07/2026 at 03:00 P.M.
8.	Opening of Financial Bid for technically qualified bidders at the Office of the Regional Manager, Purulia Regional Office, WBSEDCL.	:	To be intimated later
10.	Validity of offer	:	180 days w.e.f. the date of opening of financial bid.
11.	Completion Period of the work	:	01(ONE) months w.e.f the date of Site Handover
12.	Maintenance Period or the Defect Liability Period.	:	12(Twelve) months from the date of completion of works
13.	Financial Bid	:	Rate shall be quoted in Item Rate wise.

  
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14.	Online Bid Submission	: The Bidders are required to submit the Technical and Financial Bid documents through only ONLINE i.e. uploading the documents complete in all respect by maintaining the Online Bid submission procedure through the Website <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a>
15.	These procedure will be followed	: <ul style="list-style-type: none"> <li>• Names of the technically qualified bidders as per the bid criteria after verification with original &amp; evaluation will be displayed in the e-portal &amp; this office notice board.</li> <li>• The financial bid documents of the technically qualified bidders will only be opened.</li> <li>• List of Financial comparison chart of bidders will be published on the next day after opening. WBSSEDCL reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason's whatsoever.</li> <li>• To keep the Construction in good condition during the Maintenance Period after the completion of the construction work if any additional/ excess work is required over the stipulated quantity in the schedule for routine maintenance work, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.</li> <li>• The intending bidders are requested to inspect the work site, drawings, Technical specifications which are available at the office of Tender inviting authority before quoting their rates.</li> </ul>

### INVITATION TO BID

#### 1.0 SCOPE OF WORK:

The specification/contract is intended for Electrical work proposed for: Electrical installation and Casing-Capping wiring work at Renovated Kashipur Customer Care Centre near Kashipur 33/11 KV Sub Station under Raghunathpur Division, Purulia District.

#### 2.0 REQUEST FOR TENDER:

Tender paper will be available at the Websites [www.wbtenders.gov.in](http://www.wbtenders.gov.in).

#### 3.0 SUBMISSION OF TENDER:

The tender will be submitted in two bid systems i.e. Techno-Commercial bid & financial bid, online only through the Website [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

#### 4.0 ELIGIBILITY CRITERIA OF THE BIDDER:

*Shyam Sundar*  
10/06/26

All categories of intending Bidders who have satisfactorily completed:

**4.1 Technical :**

The bidder must have—

**4.1.1 Licence to Electrical Contractor.**

**4.1.2 . Valid Electrical supervisory competency certificate (Part: IV .b)**

**4.1.3. Three similar works costing not less than the amount equal to 40% of the estimated cost of estimated cost in separate three contracts/Two similar works costing not less than the amount equal to 50% of the estimated cost in separate two contracts /One similar work costing not less than the amount equal to 80% of the total estimated cost in single contract on or before 31<sup>st</sup> March,2026.**

**4.1.4 The bidder must have full-fledged set up for executing similar projects. Details of execution set up to be deployed by the bidder shall be furnished in their offer. Management team shall be headed by Manager who shall have at least 2(Two) years of experience in execution of such contract of comparable nature. He shall be stationed at work site.**

**4.2 Commercial & Financial :**

**4.2.1 The average annual turnover of the bidder during last three years shall not be less than 30% of the estimated cost. (Annexure-I).**

**4.2.2 Working capital in the year, proceeding the year of bid submission shall not be less than 30% of the estimated cost.**

**4.2.3 In case documents certifying credit facility from a scheduled bank is submitted, the requirement given in cl 4.2.2 shall be judged by adding available credit facility and working capital taken together (Financial Capability proof certificate from bankers, one year from date of Publication of NIT).**

**4.3 The Bidder must include following documents to substantiate the qualifying requirement such as:**

**4.3.1 Monetary value of similar work performed by the bidder in last THREE years (copy of order or completion certificate to be enclosed.) (Annexure-II)**

**4.3.2 Major items of construction equipment proposed to carry out the contract. (Annexure-III)**

**4.3.3 Qualification and experience of key site management and technical personnel proposed for the contract. (Annexure-IV)**

**4.3.4 Annual Audited Financial Report for last 3 (three) years to be submitted for verification in respect of bidders for whom audit of account is mandatory. For those whose audit of accounts is not mandatory, they shall submit copy of IT returns along with related enclosures (Form 3CA and Form 3CB) for last five years.**

**4.3.5. Information regarding any past and current litigation with WBSEDCL/WBSETCL/Govt./PSU in which the bidder is involved, the party's concerned and the disputed amount.**

**4.3.6 Photocopy of following documents:**

i) Professional Tax certificate with challan.

ii) PAN Card.

iii) Provident Fund Registration No. along with Latest challan.

iv) GST Registration Certificate and latest challan of GST.

v) Electrical Contractor's License issued under Act., Electrical Supervisory License, Trade License in respect of the prospective Bidder.

vi) Income Tax Return for last three Assessment Years i.e. 2023-24 , 2024-25 & 2025-26 .

  
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vii) E.S.I. Registration no (for execution of works in ESI coverage area) with current return/challan.

4.4 Photocopies of all documents should be self authenticated.

4.5 Notwithstanding anything stated above, the owner (WBSEDCL) reserves the right to assess the capacity and capability of the bidder to execute the work, should the circumstances warrant such assessment in the overall interest of the owner.


4.6 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have,

4.6.1. Made misleading or false representation in the forms, statements and attachments Submitted in proof of the qualifying requirements and/or

4.6.2. Record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completions, litigation history or financial failure.

**Note:**

1. WBSEDCL reserves the right to reject or accept any Bid or part thereof or all Bids received at its sole discretion without assigning any reason(s) whatsoever.
2. WBSEDCL reserves the right to go to divisible contract, if necessary.
3. WBSEDCL is not necessarily bound to accept the lowest offer.
4. Cost of the Bid document is not refundable under any circumstances.
5. Conditional/ Incomplete Tender will not be accepted under any circumstances.
6. No mobilization advance and secured advance will be allowed.
7. The Bidder at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender. The cost of visiting the site shall be at the Bidder's own expense.
8. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the WBSEDCL. The WBSEDCL reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Bidder at any stage of Bidding.
9. Exemption from deposition of earnest money deposit (EMD) shall not be allowed under any circumstances.
10. Receiving of cost of Tender documents: NIL
11. No interest shall be payable for Bid Guarantee/EMD.
12. Any extraneous conditions will be treated as non-responsive.
13. The Bids must be submitted in prescribed proforma only, where indicated i.e. Annexure, BOQ and Rate.

  
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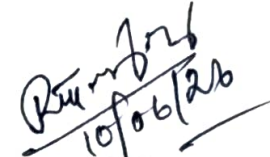
14. Bidders shall ensure that all pre-requisites are duly fulfilled by them and if there be any dispute regarding non-submission of any document, WBSEDCL reserves the right to cancel the Bid unilaterally without assigning any reasons.
15. The bidder is expected to examine carefully all instructions, conditions, forms schedules terms, annexure, specifications and drawings of the bidding document. Bids, which are determined to be not substantially responsive to the requirement of the bidding document, may lead to rejection.
16. The WBSEDCL reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

**11. Receiving of Earnest Money Deposit (EMD):**

Earnest Money Deposit shall be submitted through online mode through the e-Tendering portal (<https://wbtenders.gov.in>) only.

**12. Return of Earnest Money of the unsuccessful tenderer (s) :**

The Earnest Money will be returned by this office immediately after opening of Financial Bid except lowest bidder.

  
10/06/26  
S.E & Regional Manager,  
Purulia Regional Office,  
WBSEDCL

MEMO NO.:RM/PRO/Electrical/Tender/26-27/ 333 (i-viii)

DATED:- 10.06.2026

**Copy forwarded for information and necessary action please to:-**

1. The Chief Engineer (Distribution-South), Vidyut Bhaban ,WBSEDCL, Kol-91.
2. The Zonal Manager, Midnapore (D) Zone, WBSEDCL, Midnapore.
3. The DE & Divisional Manager, Purulia (D) Division, WBSEDCL, Purulia.
4. The Manager (HR&A), Purulia Regional Office, WBSEDCL, Purulia,  
(with an advice to attend during tender opening.)
5. The Manager (F&A), Purulia Regional Office, WBSEDCL, Purulia,  
(with an advice to attend during tender opening.)
6. The Divisional Engineer (Electrical) I/II, Purulia Regional Office, WBSEDCL, Purulia.  
(With an advice to attend during tender opening.)
7. The Divisional Engineer (Civil), Purulia Regional Office, WBSEDCL, Purulia.  
(With an advice to attend during tender opening.)
8. NOTICE BOARD.

  
10/06/26  
S.E & Regional Manager  
Purulia Regional Office

  
10/06/26  
D.E. (E)  
Purulia Regional Office  
W.B.S.E.D.C.L.

*West Bengal State Electricity Distribution Company Limited*  
*(A Govt. of West Bengal Enterprise)*  
**Office Of The Regional Manager :: Purulia Region**  
*Tarit Bhawan, 1<sup>st</sup> Floor, Deshbandhu Road*  
*Purulia-723101(W.B.)*

**GENERAL CONDITIONS OF CONTRACT AND**  
**SPECIFICATION FOR ELECTRICAL WORKS**

- 1) The bidders shall have to quote their rates in percentage above/below or at par with the departmental estimate, both in figures and in words. All recordings shall be made in English only.
- 2) Acceptance of the tender shall rest with the Company or its representatives who do not bind itself to accept the lowest tender and reserves the right to reject any of all the tenders received without assigning any reasons thereof or to split the work to more than one contractor.
- 3) Canvassing in any form in connection with the tenders is strictly prohibited. Tenders of such contractors who resort to canvassing will be liable to rejection.
- 4) The bidders shall have to upload attested photocopies of profession tax, PAN Card, P.F Registration Certificate along with latest challan, GST Registration Certificate.
- 5) The tenders shall remain valid for a period of 180 (one hundred and eighty) days from the date of opening of tenders subject to extension of validity as per mutual consent of both the bidder & the Company.
- 6) In the event of the tender being submitted by a firm, it must be signed by each partner thereof or by a person holding power of attorney authorizing to do so. Documentary evidences to that effect shall have to be enclosed with the tender. In case of sole proprietorship firm /individual too, Documentary evidences to that effect shall have to be enclosed with the tender.
- 7) **Earnest money:-**  
Earnest Money (EMD) : Earnest Money Deposit shall be submitted through online mode through the e-Tendering portal (<https://wbtenders.gov.in>). All offline instruments like Bank Draft, Pay Order etc. will be stopped for e-tender procurement. In case of unsuccessful/ rejected bids, the EMD shall be refunded directly from the e-Tendering portal. However for successful bids, the EMD will be refunded by WBSSEDCL as per norms.
  - A) The bidder shall deposit the requisite earnest money through online mode only (Bank Name-ICICI Bank Ltd., A/C No.-193405000657, Account Title- West Bengal State Electricity Distribution Company Ltd, Account Type -Current, IFSC Code- ICIC0001934, MICR Code-700229096, Bank Address-ICICI BANK LTD., BLOCK-4A, ECOSPACE BUSINESS PARK, RAJARHAT, KOLKATA-700156.) Following payment options are available for online payment of EMD, for the intending bidders,
    - i) Net-banking through Payment Gateway.
    - ii) 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 pre-filled information to make RTGS/NEFT using his bank account. Once the payment is made, the bidder will come back to e-procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.

In exceptional cases

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. EMD amount can be paid either in online mode or submitted through Bank Guarantee (BG) in full. Partial payment through online mode and remaining submission through BG is not allowed.

#### B) GENERAL INSTRUCTIONS FOR ONLINE PAYMENT OF EMD:

- i) The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.
- ii) 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.
- iii) In case actual EMD 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).
- iv) 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 payment of EMD has been initiated

#### C) REFUND OF EMD AMOUNT:

- i) 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.
- ii) For successful Bid(s), EMD will be refunded from WBSEDCL authority after completion of tendering process and following due procedures.
- iii) The bank account used for payment of EMD by 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.
- iv) 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.

#### 8) **Security Deposit:-**

The deposited earnest money will automatically be converted to form a part of the security deposit. Further security deposit shall be deducted from the progressive bills of each bill value so that the total deduction together with initial security deposit already deposited constitutes 10% (ten percent) of total value of executed work. The security deposit shall be refunded in full or in part (s) as the case may be after expiry of maintenance period of 01(One) Year from the date of actual completion of work.

#### 9) **Definition of term:-**

(a) Company : "Company" shall mean the West Bengal State Electricity Distribution Company Limited having its office at Vidyut Bhaban, Block-DJ, Sector-II, Kolkata-700091 and shall include its successors and assigns.

(b) Engineer : "Engineer" means the Controlling Officer of the work and/or his authorized representatives.

10) **Scope of work :-**

The contract comprises of construction, completion and maintenance of the work, as required including provision of all labour, materials, constructional plant, temporary work and everything whether a temporary or permanent nature required for such construction, completion and maintenance so far as the necessity of providing the same is specified in of responsible to be inferred from the contract.

11) **Contract agreement & Indemnity Bond:-**

A formal agreement & Indemnity Bond will be entered into between the contractor (bidder) and the WBSEDCL for proper fulfillment of the contract as per proforma attached herewith. Copies of NIT, tender documents, letter of intent/order and schedule of works form part the agreement.

12) **Contractor's visit to site before submission of tender:-**

The bidder shall inspect and examine the site and its surroundings before submission of his tender and shall satisfy himself about the nature of the site and work, materials required for the work, means to access the site, accommodation that may be required for his men and in general shall himself obtain all necessary information regarding risks, contingencies and other circumstances which may influence and effect his tender executed and any other land or place provided by the Company for the purpose of this contract.

13) **Quoted rate:-**

The rate Quoted by the bidder on the percentage basis (in format **BOQ**) shall be firm and valid throughout the contract period including extended time, if any, approved by the Company without any escalation in rates. Such quoted rate shall include all taxes, duties, incidental charges, royalty & cess for minor materials, contribution for provident fund, insurance for workmen's compensation etc. excluding GST. The Company reserves the right to ask the bidder to submit analysis of his quoted rate after opening of the tenders.

14) **Correctness & sufficiency of rates :-**

The bidder shall be deemed to have satisfied himself before tendering about the correctness & sufficiency of his tender and rates & prices stated in the schedule of works. The rates & prices quoted shall cover all obligation of the bidder under the contract and all materials necessary for proper fulfillment of the contract.

15) **Work programme:-**

Within 30 (thirty) days of issue of order/letter of intent, the contractor shall submit a programme showing the order, procedure and method for carrying out the work.

16) **Contractor's staff, at site:-**

The contractor shall provide at site an authorized representative duly approved by the controlling officer. Approval may be withdrawn for a particular person, if felt necessary by the controlling officer. The contractor and/or his authorized representative shall be constantly at the work and shall give their whole time for supervision of the work. Such authorized representative shall have to receive any instructions from the Controlling Officer and/or his representatives.

17) **Removal of contractor's men from site:-**

The controlling officer/Engineer in-charge shall be at his liberty to ask the contractor to remove from site any person(s), employed by the contractor in the execution of works, who in the opinion of the Controlling Officer/Engineer in-charge misconducts himself or is incompetent or negligent towards proper fulfillment of the contract. Such person(s) shall not be engaged again in the work without permission of the controlling officer/Engineer in-charge.

18) **Setting out:-**

The contractor shall be responsible for true & proper setting out of the works and for correctness of the position, levels, dimensions & alignments of all parts of the work. If at any time during progress of the work any error appears in the position, levels, dimensions & alignments, the contractor shall at his own cost & responsibility rectify such errors to the satisfaction of the Controlling Officer.

19) **Protection of works:-**

The contractor shall provide and maintain at his own cost all lights, guards, fencing & watching wherever necessary or required by the Company or any other competent authority for protection of works and/or for safety & convenience of the public or others.

20) **Care of work :-**

The contractor shall take full responsibility and care thereof for all permanent/temporary works and also any adjoining works/properties or persons. In case of any damage, loss or injury to the same due to any reasons whatsoever, he shall repair and make good the same at his own cost.

21) **Liquidated damage :-**

If the contractor fails to complete the work within the allotted time or extended time approved by the Company, then he will have to pay to the Company a sum amounting to 1/2% (half percent) of the original ordered value of work as liquidated damage for delay of each week or part thereof subject to a maximum of 10% (half percent) of the original ordered value of work. The Company may without prejudice to any or all other methods of recovery deduct the amount of such damage from any money in their hand or may become due to the contractor. Payment of such damage will not relieve the contractor from the obligation to complete the work or any other obligations under this contract.

22) **Stoppage of work:-**

The Board shall not be responsible or liable to pay any compensation for any interruption in the work due to strike, lockout, riot, natural calamities, Electrical commotion or any other force of incident or due to any other reason beyond its control including resistance from the local public towards execution of work.

23) **Payment of bills:-**

Measurement of works executed will be taken by the Engineer in-charge or his representative jointly with the representative of the contractor and will be recorded in the measurement book(s). Bill will be prepared in the M.B. as well as in the prescribed bill

form of the Company by the Engineer in-charge or his representative and the same after due checking and certification by the Controlling Officer will be sent to the paying authority for releasing the payment.

24) **Controlling Officer:**

The Regional Manager, Purulia Region, WBSEDCL, will be the Controlling Officer for the above mentioned work.

25) **PAYING AUTHORITY:**

The Manager (F&A), Purulia Region, WBSEDCL, will be the Paying Authority.

26) **Termination of contract:-**

If the contractor fails to start the work within a month from the date of issue of the order/LOI as the case may be, the Company will have the right to terminate the order/LOI without any notice to the contractor. If the contractor fails to proceed with the work, proportionate to the time of completion of the work or fails to complete the work within the allotted time or extended time approved by the Company, the Company will have the right to terminate the order/LOI after giving notice to the contractor in this regard. If the contractor fails after 14 (fourteen) days' of issue of such notice to proceed with the work in the manner specified, the Company will terminate the order/LOI and call the contractor to take joint measurement of the finished portion of the work. If the contractor fails to appear in the joint measurement, ex-party measurement taken by the Company will be taken as final and binding upon the contractor. If the contract is terminated as above, the contractor will have no claim for compensation against the Company. The Company will have the right to engage any other contractor to complete the work and any extra cost incurred by the Company to get the work completed in all respect will be realized from the pending bill(s) and/or security deposit of the original contractor for this contract or any other contract under the Company.

27) **Guarantee:-**

The contractor shall guarantee the executed work for a period of 12 (Twelve) months from its actual completion. If any defect in the executed work is detected during this guarantee period, the contractor will have to rectify or replace the same at his own cost and responsibility within 15 (fifteen) days from the date of intimation from the Company in this regard. If the contractor fails to carry out such rectification, the Company shall have the right to engage any other contractor for such rectification and any extra cost incurred by the Company for such rectification will be realized from the pending bill(s) and / or security deposit of the original contractor for this contract or any other contract under the Company.

28) **Variation of works :-**

Quantities of various items appearing in the schedule are tentative and may vary to any extent of quality or quantity or may be deleted altogether if felt necessary by the Engineer in-charge and the contractor shall execute the same as per instruction of the Engineer in-charge. However no variation shall be made by the contractor without instruction of the Engineer in-charge. The quoted rate of each item shall remain firm as long as variation in the total value of work executed under this contract including Supplementary items, if any remains within  $\pm 25\%$  of the ordered value.

29) **Rates for supplementary items:-**

The contractor shall have to execute any item(s) not included in the enclosed schedule of works, if so advised by the Engineer in-charge. Rates of such supplementary items will be decided in the following manner: -

- (a) Rates for all extra items will normally be decided on pro-rata basis from existing item's of the contract.
- (b) When sl. no, (a) above is not applicable the rates shall be taken from P.W.D. schedule of rates prevailing at the time of submission of bids plus/minus the contractual rate of quotation.
- (c) When neither sl. no. (a) nor sl. no. (b) are applicable, rates will be analyzed from present market rates of different elements involved in the items (based on bonafied documents to be submitted by the contractor) with contractual profit @ 10%. In this case, contractual premium will not be applicable.

30) **Facilities to other contractors:-**

The contractor shall provide all reasonable facilities for all other contractors' employed by the Company within or near the work site for any other works.

31) **Clearing site after completion of work:-**

On completion of the work the contractor shall clear away and remove from the site all constructional plants, surplus materials, rubbish and temporary works of every kind and leave-the site in clean & tidy condition to the satisfaction of the Engineer-in-charge.

32) **Night & holiday work:-**

None of the permanent works related with the contract shall be carried out during night or on Sunday or other holidays without written permission of the Engineer-in-charge.

33) **Materials:-**

All materials, equipments, tools and tackles etc. required for the work shall be supplied by the contractor. The materials shall be of tested and approved quality. The Controlling Officer/ Engineer in-charge reserves the right to ask the contractor to test any material, if felt necessary by him. In that case the contractor will have to take appropriate action as advised including bearing the cost of testing and other incidental charges in this respect. If any material is found not up to the mark in the opinion of the Controlling Officer/Engineer in-charge, he shall have the right to order for removal of such materials and the contractor will have to remove the same from site within 24 hours at his own cost. The Cement must be use as per instruction of the Technical Controlling Officer of the job.

34) **Drawing -**

The work shall do earned out strictly as per Instruction of the Controlling Officer/Engineer in-charge in accordance with the drawings issued by him for the work and also the specifications & schedule of works.

35) **Extension of completion time:-**

An extension of completion time without imposition of liquidated damages may be sanctioned by the Company for delay in completion of the work provided there is no fault whatsoever on the part of the contractor for such delay. Such extension may be granted on

the basis of necessary prayer to be submitted by the contractor who will have to satisfy the Company that the delay in completion of the work is unforeseen and beyond his control.

36) **Submission of Bids**

**ONLINE BIDS:** Online Tenders can be submitted by logging in [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

**ONLINE BID SUBMISSION:** The Bidders are required to submit the Technical and Financial Bid documents ONLINE by following the Online Bid Submission procedure.

37) Techno-Commercial Bid will be submitted with followings:

- i) Filled up Annexures (Except Annexure-V).
- ii) Signed Bid documents along with NIT.

38) The rates offered by the tenderer for the above tenderd work should be final and shall include all the future provisions and claims whatsoever, covering the entire period of execution of contract. No extra claim what so ever, will be entertained by the company during the period of execution and in future.

39) The successful Tenderer when awarded with the execution Order must keep a side order book/instruction book, page in triplicate, at site duly signed & certificated by both the Controlling Officer and the Supervising Officer of the work from the date of hand over of the site by the department/taking over the site by the said tenderer. The said site Order book should always kept ready at hand at site and to be produce on demand at any time to the W.B.S.E.D.C.L.' Official on visit.

40) In respect of order, the contractor shall have to execute an agreement & indemnity bond as standard format of W.B.S.E.D.C.L. within 10(days) from the date of receipt of Order in a non judicial stamp paper of value of each Rs.100 (one hundred) only.

41) The contractor having separate P.F. Code no. , shall have to pay contribution towards Provident Fund (both employees share & employers share) as per Provident Fund and Misc. Act. 1952. Documentary evidences must have to produce in support of such payment before preparation of R.A. Bill and Final Bill. W.B.S.E.D.C.L. will not take any responsibility towards payment of such contribution.

42) Payment of minimum wages is obligatory as prevailing Acts. The contractor shall have to make payment as per said Acts. W.B.S.E.D.C.L. will have the right to check the payment register for checking such payment, if necessary.

43) Copy of Insurance Policy covering all the workers so engaged in the work as per Workmen's Compensation Act,1923 are to be submitted along with the list of working personnel before taking over the site. If the same is not ready before taking over the site, the same are to be submitted and no R.A. Bill will be made without the same documents.

44) Service tax will be applicable as per exiting Finance Act; Govt. of India.

*West Bengal State Electricity Distribution Company Limited*  
*(A Govt. of West Bengal Enterprise)*  
**Office Of The Regional Manager :: Purulia Region**  
*Tarit Bhawan, 1<sup>st</sup> Floor, Deshbandhu Road*  
*Purulia-723101(W.B.)*

**Declaration of the bidder**

Prior to submission of my/our tender for the subject work, I/we have inspected the site of the said work, made myself/ourselves fully acquainted with the nature of work local conditions all other factors which may effect/influence my/ our tender. I/we have also carefully gone through the tender conditions & specifications of work and the following document-

- a) Drawings, sketches etc. related with the work.
- b) General conditions of contract and standard specification for Electrical works of the Board.
- c) Special terms & conditions of contract of this work, if any.
- d) Schedule of works.

My/our tender is submitted taking into consideration all the factors which may effect/influence the work and if the same is accepted by the Company, I/we shall follow all conditions of the tender & other documents and complete the work true to the specification, drawing & instruction of the Company.

My/our tender will remain valid for 180 (One hundred eighty) days from the date of its opening subject to extension of validity as per mutual consent of both the parties.

-----  
*(Bidders Signature & Name with Seal)*

**ANNEXURE – I**

**STATEMENT ON ANNUAL TURNOVER FROM CONTRACTUAL BUSINESS**

This is to certify that the following statement is the summary of the audited Balance sheet arrived from contractual business in favour of ..... for the three consecutive years.

Sl. No.	Financial		Remarks
	Year	Turnover (rounded off)	
1.			
2.			
3.			
<b>Total</b>			
<b>Average Turnover</b>			

**Note:**

- i) Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
- ii) Average turnover for 03 years is to be obtained by dividing the total turnover by 3 (three).

*(Bidders Signature & Name with Seal)*

**ANNEXURE-II**

**EXPERIENCE PROFILE**

Name of the Firm:

**LIST OF WORKS COMPLETED WHICH ARE SIMILAR IN NATURE AND EXECUTED DURING THE LAST FIVE YEARS IN ANY GOVT. DEPARTMENT / GOVT. UNDERTAKING / STATUTORY BODY UP TO A VALUE OF 50% OF THE ESTIMATED VALUE PUT TO TENDER**

Name of Employer	Name, Location & nature of work	Contract price in Indian Rs.	Work Order Date	Date of completion of work as per work order	Actual date of starting the work	Actual date of completion the work	Reasons for delay in completion (if any)

*(Bidders Signature & Name with Seal)*

**ANNEXURE – III**

**Major items of construction equipment**

Sl No.	Tools requires for the work	Make	Availability (owned or hired)

*(Bidders Signature & Name with Seal)*

ANNEXURE – IV

Qualification and experience of key management & technical personnel

Sl. No.	Personnel	Required Qualification	Minimum Experience	No. Of Persons

*(Bidders Signature & Name with Seal)*

**ANNEXURE – VI**

**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 Tenderer**

**Form-IX**

**(On the Bidder's Letterhead)**

**Declaration of not being blacklisted/Debarred/Put on Holiday list**

Certified that our Company, M/s .....is not blacklisted/ debarred/ suspended or put on holiday list by any Statutory/Regulatory/ Government Authorities / State Electricity Utility/ PSU in India.

It is certified that the information furnished above is true to the best of my knowledge and belief.

Bidders Name:

Signature of the Tenderer:

Designation:

Seal of the Company

Date:

**FORM-X**

**(On the Bidder's Letterhead)**

**Self-declaration by Proprietor of the Bidding Company for not being  
blacklisted/Debarred/Put On Holiday list**

I hereby confirm and declare that, none of the other concerns of which I am a Proprietor /Managing Partner are blacklisted/ debarred/ suspended or put on holiday list by any Statutory/ Regulatory/Government Authorities/State Electricity Utility/PSU in India.

It is certified that the information furnished above is true to the best of my knowledge and belief.

Signature of the Proprietor:

Name

Designation:

Seal of the Company:

Date:

**Form-XI**

**(On the Bidder's Letterhead)**

**Declaration regarding no litigation against WBSEDCL**

We hereby declare that, no legal litigation/arbitration is pending/ongoing against WBSEDCL in any court/Forum against/by the bidder or its sister concern/Director/Partner/Proprietor.

If it is found at any stage of tendering, our offer will be rejected and I/We don't have any objection on the same.

Bidder's Name:

Signature of the Tenderer :

Designation:

Seal of the Company

Date:

**FORM-XII**

PROFORMA FOR UNDERTAKING TO BE-SUBMITTED BY THE BIDDER

(For genuineness of the information furnished on-line and authenticity of the document

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 fulfilment 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 Authorized Signatory)

Name:

Designation:

Seal:

**FORM-XIII**

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 confirmed our acceptance of all the items and conditions of the NIT document unconditionally.

(Signature of Authorized Signatory)

Name:

Designation:

Seal:

## **CHECK LIST FOR THE TECHNICAL BID**

- 1) BG for cost of EMD as prescribed in the NIT.
- 2) Name and address, registration in detail of Firm/Company /Agency with name of proprietor or partner etc.
- 3) Completion Certificate in Annexure - II and details of similar type of project/job under any Government / Semi Government / Undertakings / Autonomous / Statutory bodies and Local bodies, with requisite single tender value.
- 4) Income Tax return of last five financial year.
- 5) PAN Card (Xerox Copy).
- 6) Professional Tax certificate with latest challan.
- 7) EPF Code along with latest challan.
- 8) GST Number & Certificate (Xerox Copy).
- 9) Latest Financial Capability Certificate from Bank obtained within the last 1(One) year period.
- 10) Electrical Contractor License.
- 11) Audited Balance Sheet of last Three financial year (authenticated by Chartered Accountant) and Annexure – I for establishing average annual turnover.
- 12) Undertaking on deployment of machineries, Laboratory equipments, for execution of work and as per Annexure - III.
- 13) If the applicant is an authorized signatory he should submit document of authorization in his favour.
- 14) Filled up Annexure – IV for undertaking on deployment of technical Personnel, Annexure – V for undertaking on correctness of the documents submitted along with this tender & Annexure – VI for format of letter of bid.
- 15) Annexure- IX for Declaration of not being blacklisted/Debarred/Put on Holiday list.
- 16) Annexure- X Self-declaration by Proprietor of the Bidding Company for not being blacklisted/Debarred/Put on Holiday list.
- 17) Annexure- XI for Declaration regarding no litigation against WBSEDCL
- 18) Annexure- XII for genuineness of the information furnished on-line and authenticity of the document.