



West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

Uttar Dinajpur Regional Office, Administrative Building, 1st Floor
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NOTICE INVITING e-TENDER

NIT No. : RM/UDRO/C-E/ETENDER/2025-26/03

Date: 21.07.2025

Online percentage rate e-Tender in two part for the under mentioned work is invited by the SE & Regional Manager, Uttar Dinajpur Regional Office, Raiganj from eligible, bonafide, resourceful and experienced contractors of State/Central Govt., State/Central Govt. undertaking, Statutory Bodies constituted under the statute of Central Govt. for under mentioned work as per specified terms, conditions and specifications.

Sl. No	Description of works	Estimated Amount including LWC @ 1.00%, Excluding GST(Rs.)	Period of completion (in days)	Earnest Money Deposit (EMD) (Rs.)
A.	Annual repair & maintenance (civil & electrical works) of existing quarter buildings A,B,C type including Administrative Building and whole campus in the premises of Administrative Building Complex, Raiganj , Uttar Dinajpur.	Total Rs. 18,10,495.72 (Civil: Rs. 15,78,206.52 + Electrical: Rs. 2,32,289.22)	365(Three Hundred Sixty Five) days from date of issue of LOA/ Order or date of handing over of site	Rs. 36,210.00 (Rupees Thirty Six Thousand Two hundred ten only.)

1. Intending bidder should download the tender documents from the website <http://www.wbtenders.gov.in> directly with the help of Digital signature Certificate. Necessary Earnest Money Deposit (EMD) should be remitted separately through either online mode or in the form of Bank Guarantee in full on any schedule commercial bank in the annexed format and the same should be documented and scan copy of the aforesaid documents is to be uploaded through said website as per schedule stated in Sl. No. 10. (Details of which has been narrated in the Instruction to the bidders). Physical copy of EMD in the form of Bank Guarantee shall be submitted within scheduled date and time as mentioned in NIT. Partial payment through online mode and remaining submission through BG is not allowed. EMD collected via online mode will be settled automatically from e-tendering portal maintained by National informatics Centre (NIC) wherein EMD for rejected or unsuccessful bids shall be refunded in the bank account of participating bidders directly from NIC Portal. However, for successful bidder the Earnest Money will be converted into Security Deposit.
2. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed by the Bidder through the website <https://wbtenders.gov.in>. (Details of which has been narrated in 'Instruction to Bidders').
3. **Eligibility criteria for participation intender:**
The pre-qualification criteria will be subject to bidder's fulfillment of the qualification criteria set forth and stipulated hereunder & substantiated by authentic and relevant information and details. The bidders shall also have experience and proven track record in taking up and completion of the work of magnitude and nature similar to the items as mentioned hereunder.

(A) Technical Requirement:

All categories of intending Bidders who have satisfactorily completed:-

The bidder must have successfully completed similar works for Civil & Electrical works during last **07(Seven)** years (i.e up to 30.06.2025) under the authority of State/Central Government, State/Central Government undertaking, Statutory Bodies constituted under the statute of Central/State Government. Value of work done i.r.o civil works & electrical works will be evaluated separately in case of composite works. The criteria for completed similar works will be as follows:

(a) Three similar completed works each having executed cost not less than 40% of the total estimated cost in a single contract,

OR

(b) Two similar completed works each having executed cost not less than 50% of the total estimated cost in a single contract,

OR

(c) One similar completed work having executed cost not less than 80% of the total estimated cost in a single contract. [Non-statutory Documents]

4.

Completion Certificate indicating Estimated amount and/or Ordered Amount, Value of work-done and Date of completion of the work and detail communicational address along with contact number of the Client should be submitted by the Bidder. Completion Certificate from the concerned Executive Engineer/District Engineer/Divisional Engineer or equivalent rank and above will be treated as valid credential. The bidder is to upload the LOA/Execution Order/PO in full along with the BOQ showing the full description of items in respect of the work for which completion certificate is being uploaded. Delay in completion of work, if any, must be mentioned in completion certificate along with the reason.

(B) Statutory/Non-Statutory requirements:

All categories of prospective Bidders (**Firm/Entity**) shall have to submit valid copies of the following documents (All the documents must be in the name of the **Firm/Entity** applying as prospective bidders) :-

- a) Professional Tax Registration Certificate/No. (P. Tax Registration Certificate/ Enrollment Certificate as applicable), current professional fees payment certificate
- b) P.F.Registration Certificate/No. along **with current return & challan (upto June 2025).**
- c) GST Registration Certificate/No. **with current return & challan (upto June 2025).**
- d) E.S.I. Registration certificate/no **with current return & challan (upto June 2025).**
- e) PAN Card and Income Tax Return for last **three Financial Years** (2021-22 & 2022-23, 2023-24)
- f) Valid electrical contractor's License issued by the Licensing Board, Government of West Bengal/India.
- g) Valid up-to-date Trade License in respect of the prospective Bidder.
- h) Registration Certificates of Firms/Entities:-
 - a. Proprietorship Firm (Valid Trade License),
 - b. Partnership Firm (Valid Partnership Deed, Valid Trade License).
 - c. Ltd Company (Incorporation certificate i.e. MOA and AOA, Valid Trade License).
 - d. Co-operative Society (Society Registration copy, valid Trade License).

NB: Any MOU/Temporary Agreement/Joint Ventures/Consortium/ Any other arrangement to constitute an Entity having no statutory Registration Certificates (Non Permanent Establishment) beyond the above entities (mentioned in h- a to d) for the purpose of applying as prospective bidder will not be considered as valid document.

- i) Performance as prime contractor applying as prospective bidder for execution of similar nature of work for last seven years will only be considered.
 - j) Information regarding any past and current litigation with WBSEDCL/WBSETCL/Govt/PSU in which the bidder is involved, the party's concerned and disputed amount.
 - k) Neither prospective Bidder nor any of the constituent partners had been barred to participate in any Tender by any Government Department/Semi-Govt/Govt Undertakings/ Enterprise etc during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. (A declaration **on Rs.100.00 Non Judicial Stamp duly notarized by Notary Public**, in this respect has to be furnished by the prospective bidders).
 - l) The bidder's Minimum Average Annual Turnover (MAAT) for last 03 (three) Financial Years shall not be less than 30% of the estimated cost.
 - m) The working capital of the bidder in the preceding year of bid submission shall not be less than 30% of the estimated cost.
 - n) In case documents certifying credit facility from a scheduled bank is submitted, the requirement given in clause no (o) shall be judged by adding available credit facility and working capital taken together.
 - o) Annual Audited Financial Report for last 3 (three) years to be submitted for verification in respect of bidders for whom audit of accounts is mandatory (3CA/3CB and particulars are reported in the Form 3CD u/s 44AB of Income Tax Act'1961 are to be submitted). For those whose audit of accounts is not mandatory, they shall submit copy of IT returns along with related enclosures for last five years.
 - p) The prospective Bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (a declaration **on Rs.100.00 Non Judicial Stamp duly notarized by Notary Public**, in this respect has to be furnished by the prospective bidders). [Non-statutory Documents].
- No conditional / incomplete / inadequate / wrong submission of Tender Documents and facts will be accepted under any circumstances and no further prayer for consideration will entertained.

5. Pre-bid meeting:

- a) Pre-bid meeting will be held on 05.08.2025 at 11.00 hrs at the chamber of the Regional Manager, Uttar Dinajpur Regional Office.
- b) Any change in date shall be available in the website of www.wbtenders.gov.in.
- c) Non-attendance at the pre-bid meeting will not be cause for disqualification of bidders.

6. The **FINANCIAL OFFER** of the prospective bidder will be considered only if the **TECHNICAL BID** of the Bidder is found qualified by the WBSEDCL. The decision of the WBSEDCL will be final and absolute in this respect. The list of Qualified Bidders of Technical Bid will be displayed in the website.
7. No mobilization advance and secured advance will be allowed.
8. A prospective Bidder shall be allowed to participate in the tender either in the capacity of individual or as a partner of firm, Society, Company, Registered Unemployed Engineers Co- operative Society/Registered Labour Co-operative Society. If found applied severally in a single job, all his offers will be rejected for that job.
9. Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the date of opening of Financial Bid. If the bidder modifies/withdraws the bid during the interval between the deadline for submission of bids and the expiry of the period of bid validity, the bid will be cancelled with forfeiture of earnest money deposit (EMD).
10. Date and Time Schedule:


Sl. No.	Particulars	Date & Time
1.	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	01.08.25 at 11.00 hrs
2.	Documents download/sell start date (Online)	04.08.25 at 11.00 hrs
3.	Pre-bid meeting date	05.08.25 at 11.00 hrs
4.	Bid submission start date (On line)	06.08.25 at 11.00 hrs
5.	Documents download End Date(On line)	22.08.25 at 15:00 hrs
6.	Bid Submission closing date (On line)	22.08.25 at 15:00 hrs
7.	Date of submission of Earnest Money Deposit etc. (online)	22.08.25 at 15:00 hrs
8.	Last Date of submission of Earnest Money Deposit etc. (in form of bank guarantee) (Offline)	22.08.25 at 15:00 hrs
9.	Technical Bid Opening Date (Online)	29.08.25 at 11:00 hrs
10.	Date of uploading list for Technically Qualified Bidder(online)	To be intimated later
11.	Financial Bid opening Date (Online)	To be intimated later

11. Earnest Money Deposit (EMD)
 - a. The amount of Earnest Money Deposit (EMD) shall be deposit online as prescribed in the NIT.
 - b. The bidder shall select the tender to bid and initiate payment of EMD. Documentary evidence of online EMD payment (if any) should be uploaded in draft folder during submission of bid.

Following payment options are available for paying EMD amount

 - 1) Net-banking through Payment Gateway.
 - 2) **RTGS/NEFT Payment:** On selection of RTGS/ NEFT as the payment mode, the e-Procurement portal will show a pre-fired challan having the details to process RTGS/NEFT transaction. The bidder will print the challan and use the prefilled information to make RTGS/NEFT payment using his bank account. Once the payment is made, the bidder will come back to the e-procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.
 - 3) **Submission of the EMD through Bank Guarantee:** For submission of EMD in the form of Bank Guarantee, the bidder will have to opt for EMD exemption in e-tender web portal and upload scanned copy of BG in the Draft folder section. Physical copy of BG shall be submitted at the Office of the Regional Manager, Raiganj within scheduled date and time.
12. General Instructions for Online Payment:
 - a) The bidder will have to mandatorily pay through Net-banking facility once Net banking mode is opted for payment.
 - b) 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.
 - c) In case actual EMD amount as per NIT is more than the one shown in E-tender Portal, bidders will have to opt for NEFT/RTGS mode (challan mode). In that case the total actual EMD amount is to be paid only through NEFT/RTGS mode (challan mode).
 - d) The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.
13. Refund/ Settlement of EMD Amount:
 - a) 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.

- b) For successful bid(s), EMD will be refunded from WBSEDCL authority after completion of tendering process and following due procedures.
- c) The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.
- d) For any queries related to payments and refunds, bidders will have to communicate with ICICI Customer Support, viz. 33-40267512/13 since payment gateway facility used by E-tender portal is maintained by ICICI.
- e) Successful bidder(s) shall have to mandatorily create vendor id through WBSEDCL Web Portal Vendor Corner if not created earlier.
14. 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.
15. 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.
16. No cost of tender documents is to be deposited.
17. No interest shall be payable for Bid guarantee/EMD.
18. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in Section - 'A' before tendering the bids.
19. Exemption from deposition of earnest money deposit (EMD) shall not be allowed under any circumstances.
20. Conditional / Incomplete tender will not be accepted under any circumstances.
21. The intending Bidders are required to quote the rate online.
22. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
23. Canvassing in connection with the tender is strictly prohibited in the Tender submitted by the Contractor.
24. The eligibility of a Bidder will be ascertained on the basis of the documents submitted by a Bidder in support of eligibility criteria. If any document submitted by a Bidder is incorrect/ manufactured / fabricated or false at any stage, his Tender will be outrightly rejected and legal action will be taken against him.
25. The participating bidders may please note that the successful bidder shall have to submit an Indemnity Bond along with Agreement in the prescribed format before commencement of the work.
26. The WBSEDCL does not bind itself to accept the lowest bidder and reserves the right to reject any or all tender(s) or to split the whole work to more than one contractor without assigning any reason whatsoever.
27. The WBSEDCL reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.


SE & Regional Manager
Uttar Dinajpur regional Office,
Raiganj WBSEDCL