

WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED



WBSEDCL

(A Govt. of West Bengal Enterprise)

C.I.N.: U40109WB2007SGC113473

West Bengal State Electricity Distribution Company Limited,
Liaison Office, F7/A, Kailash Colony,
New Delhi-110048.

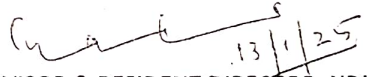
E-TENDER NOTICE

BID DOCUMENT

For Hiring of Security Service at New Delhi Liaison Office, New Delhi, WBSEDCL.

TENDER NOTICE NO: WBSEDCL/LO/2024/238/ 92

DATE:13/01/2025

8. 
13/1/25
ADVISOR & RESIDENT DIRECTOR, NDLO
W.B.S.E.D.C.L.

Website: www.wbsedcl.in | Email: Liaison.delhi@wbsedcl.in
Phone:011-41181352.

WBSEDCL

NOTICE INVITING e-TENDER

Tender Notice No. WBSEDCL/ LO/2024/238/92

Dated: 13.01.2025

West Bengal State Electricity Distribution Company Limited (WBSEDCL) has an office at New Delhi. Sealed tenders are invited by The Resident Director, New Delhi Liaison Office, F-7/A, Kailash Colony, New Delhi-110048 from eligible, resourceful and experienced contractors having requisite credentials of providing services to WBSEDCL / other Power Utilities / other Govt. Departments/Other reputed company in earlier occasion(Submission of Bid through online only).

Sl. No	Name of the work	Estimated Amount (Rs.) excluding GST.	Earnest Money Deposit (EMD) (Rs.)	Tender fee
1.	Hiring of 3 Security Guards at New Delhi Liaison Office	INR 948072/- (Rupees Nine Lac Fourty Eight Thousand and Seventy Two only)	INR 24,000/- (Rupees Twenty Four Thousand Only)	NIL

IMPORTANT INSTRUCTIONS:

- Intending bidder should download the tender documents from the website <https://wbtenders.gov.in> directly with the help of his Digital signature Certificate. Necessary Earnest Money Deposit (EMD) should be paid in full through online mode only as mention at Instructions to Bidders.
- 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').
- Eligibility criteria for participation in tender:**
 - The bidders shall have credential for providing Security Guards at WBSEDCL / other Power Utilities / other Govt. Departments / Other reputed company in earlier occasions within last five financial years subject to fulfilment of the following criteria:
 - One similar completed work costing not less than the amount equal to 50% of estimated value within last three financial years.
 - In case of composite job within last three financial years i.e. service related and other type of job, in that case the value of service related job will be at least 50% of estimated value.
 - The bidders shall have achieved minimum average turn over amounting to Rupees Fifteen Lac during last three financial years(FY 2023-24,2022-23,2021-22).
 - Annual Audited Financial report for last 3 (three) financial years (FY 2023-24,2022-23,2021-22) to be submitted for verification in respect of bidders for whom audit of accounts 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 three years.
 - All categories of prospective Bidders shall have to submit valid copies of current Professional Tax receipt Challan (if applicable), E.P.F. Registration number, ESI Registration Certificate, Labour License, Registration certificate under contract labour (R&A) Act1970, GST Registration no, PAN Card and Income Tax Return for last three financial years, Trade License (if applicable) in respect of the prospective Bidder, Proprietorship Firm (Trade License), Partnership Firm (Partnership Deed, Trade License), Ltd Company (Incorporation certificate, Trade License), Co-operative Society (Society Registration copy, trade Licence).Any other registration / license which are mandatory for such agencies stipulated by concerned authorities from time to time.
 - 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. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL/any other service receivable body shall not be eligible

to participate in the bidding process.(A declaration in this respect has to be furnished by the prospective bidders). [Non-statutory Documents]

- F) Declaration related to Breakup of Labour Rates in compliance of minimum wages as per Government of India, Ministry of Labour & Employment, and Chief Labour Commissioner must be provided along with Technical bid..
- G) The Resident Director reserves the right to withdraw/relax this eligibility criteria depending upon the situation at the time of evaluation of Technical Bid. However, no relaxation will be given as far as statutory requirements are concerned.
4. 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, mention above.
 5. Bid shall remain valid for a period of 180 (one Hundred and Eighty) days from the date of opening of Price Bid. If the bidder modifies/withdraws the bid during the validity period of bid, the bid will be cancelled with forfeiture of Earnest Money Deposit (EMD).
 6. The quoted rate includes all taxes, duties, cess, if any, excepting GST as applicable.
 7. The bidder has to declare as follows: "We hereby declare that in quoting the above price, we have taken into account the entire statutory taxes and levies as applicable till date(except GST)".
 8. The unit price consistently Basic/Min wage for unskilled as mentioned in Labour Commissioner Order of Govt. of NCT & Delhi/Govt. of India. The details breakup of the unit price is shown in BOQ. The SERVICE CHARGE on unit price per Manpower must include bidder's administrative charge, transportation charge, payslips, uniform cost including winter uniform, accessories i.e. umbrella, raincoat, Fire Safety Dress etc. and any other charges/overheads/profits/cost of items which are necessary for maintaining work (Uniform includes per year two pair of shirt, trouser, cap, name plate, winter dress (Sweaters/Jackets), belt, cap with Company's logo, Identity Card, badge, shoe/boot, etc).
 9. The increment of rate of minimum wages (which is generally published twice in a year), PF, ESI, Bonus percentage by the appropriate Government from time to time will be paid by WBSEDCL on reimbursement basis on submission of proper bill after due clearance of all statutory compliances with minimum wages to all securities deployed at New Delhi Liaison office cum Guest House.
 10. Bonus shall be paid on Quarterly Basis as per Office Order No CLM/01 dated 29.04.2019 of Director (HR), WBSEDCL. Bonus will be calculated on monthly basis but the same will be disbursed to the Manpower engaged and reimbursed to the agency on QUARTERLY basis against submission of bill by the concerned agency. No overtime allowances would be allowed.
 11. **Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1.	Publishing Date	20/01/2025
2.	Documents download start date	20/01/2025
3.	Seek Clarification Start Date	20/01/2025
4.	Seek Clarification End Date	21/01/2025
5.	Pre-Bid Meeting Date	22/01/2025
6.	Bid submission start date	23/01/2025
7.	Bid Submission end date	10/02/2025
8.	Technical Bid opening date	11/02/2025
9.	Financial Bid opening Date (Online)	TO BE INTIMATED LATTER

12. The Bidder at his 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. Before submission of the bid, Bidders are requested to make themselves fully conversant with the site conditions, labourer conditions, specifications, schedules, drawings and other information so that no ambiguity may arise in these respects subsequent to the submission of the tender. Representative of the Bidders should visit the sites to assess the site conditions prior to submission of bid.
13. 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