

West Bengal State Electricity Distribution Company Limited

(A Government of West Bengal Enterprise)

Registered Office:

Vidyut Bhavan, Block – DJ
Sector – II, Bidhannagar
Kolkata – 700091
CIN – U40109WB2007SGC113473
Website- www.wbsedcl.in



Regional Office – Darjeeling

Admin Building, 3rd Floor
Power House campus
2nd Mile, Sevoke Road, Siliguri – 734001
Email – rm.darjeeling@wbsedcl.in
Tel – 03532540571

NOTICE INVITING TENDER

Tender Notice No :- RM/DR/KUR-IB/Estb-19/2026-27/03 date : 21.09.2026

Sealed tender is hereby invited from the bona-fide, resourceful and experienced GST registered Vendors of WBSedcl/WBSETCL/PWD/Other Government organizations/Government undertaking etc. having appropriate credentials (in operation of IB/Guest House) for the following works.

Name of the work	Estimated Amount	Earnest Money	Cost of tender paper	Contract Period
“Day to day maintenance of Kurseong I.B. including catering & gardening service under Kurseong Division, WBSedcl at Kurseong.”	Rs. 2514192.00 (Rupees Twenty five Lakhs Fourteen Thousand One Hundred and Ninety-two)	Rs. 50284.00 (Rupees Fifty thousand two hundred eighty-four)	Rs. 3000+GST 18% = 3540.00 (Non-refundable)	2 (Two) Years (01.11.2026 to 31.10.2028)

Instructions to Bidders (IB):

1. Tender documents will not be issued by Post. The intending tenderers shall submit self-attested photocopies of followings.

- Trade License / Food License from FSSAI.
- Valid GST registration certificate and GST return of last three months.
- PAN Card.
- EPF & ESIC Registration certificate.
- Professional tax registration certificate and payment challan.
- The intending Bidders who have satisfactorily completed at least one work of operation of I.B./Guest House of WBSedcl/WBSETCL/PWD/Other Government organizations/Government undertaking etc. whose contract value shall not be less than 50% of the estimated amount in a single contract during last 5(Five) financial year i.e the completion of work shall not be before 01.11.2021.

Intending bidders may visit the site giving prior intimation to the office before submission of tender.

Original documents shall have to be produced for verification on demand. The tender documents shall only be issued after verification of all credentials and deposition of cost of tender paper at cash desk of Darjeeling Regional Office. If any problem is found the particular tender application will not be considered for acceptance. Cost of tender paper shall be submitted by the bidder only in form of Demand Draft of any nationalized bank (preferably SBI) in favour of “WBSedcl” and payable at Siliguri.

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2. Application in duplicate for issue of tender documents supported with required credentials shall be received on all working days up to 12.00 hrs. of **12.10.2026**. Bid documents will be issued to the eligible contractors during the period **21.09.2026** to **12.10.2026** up to 15.00 hrs.

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

4. Bids will be received up to 14.00 hrs. on **13.10.2026** and will be opened on the same day at **15.00** hrs in presence of attending tenderers or his representative.

5. The tenderers shall keep the tender documents and earnest money in two separate covers (inner covers) and shall seal it properly. These two inner covers shall be addressed to the Regional Manager, Darjeeling Region, Power House Complex, WBSEDCL, Siliguri and shall contain the name of work, tender Notice No. and shall be super scribed as "TENDER" or "EARNEST MONEY" as the case may be. These two sealed inner covers shall be put into an outer cover and sealed properly.

The outer sealed envelope containing the tender documents and earnest money in separate sealed covers as stated above, shall (a) be addressed to the Regional Manager, Darjeeling Region, Power house Complex, WBSEDCL, Siliguri (b) bear the following identification

- i) Sealed tender and Earnest money for "Day to day maintenance of Kurseong I.B. including catering & gardening service under Kurseong Division at Kurseong."
- ii) Tender Notice No:
- iii) Shall bear the name and address of the tenderers.

6. If the envelope is not sealed or marked as indicated above, the WBSEDCL would not be responsible for the misplacement or premature opening of the tender.

7. The tenderer will have to quote their rates (in figure as well as in words) strictly in the format furnished in the tender documents. If the percentage rate column is left blank, the bid shall be rejected.

8. Relevant GST rule shall be applicable for the work and shall be paid accordingly.

9. All corrections in the tender should be initiated by the tenderer before submission of the tender. All pages of the tender document must be signed with company's seal by the tenderer. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors, who resort to canvassing, will be liable for rejection.

10. The tender by a partnership firm must be furnished with full names of all partners and be signed with partnership name, followed by the signature (s), designation (s) of the authorized partner (s) or other authorized representative (s).

11. Before the deadline for submission of tenders, WBSEDCL may modify the bidding documents by issuing addenda / corrigenda. Any corrigendum thus issued shall be part of the

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bidding documents and shall be communicated in writing or by press / mail to all participants of the tender.

12. Formation of any Cartel, may lead to the cancellation of tenders with penal measures as necessary and WBSedCL reserves the right to take such unilateral decisions without further notice to anyone.

13. WBSedCL, who do not bind itself to accept the lowest tender, 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.

14. The tender shall be typed or written in indelible ink and shall be signed by a person / persons duly authorized by the tenderer. The proof of authorization shall be furnished in the form of a written power-of-attorney / or Resolution of the Board of Directors of the Company which shall accompany the bid.

15. The tenderers are advised to go through the "Terms & Conditions" laid down in this tender and also to inspect the site before submission of the tender. The contractor shall examine the site and its surroundings and shall satisfy himself before submission of his tender as to the nature of the site, the quantities and nature of work and materials necessary for the completion of the works and the means "to access to the site, the accommodation he may require and in general shall himself obtain all necessary information as to risk contingencies" and other circumstances which may influence and effect his tender. "Site" will mean the land other places on, under in or through which the works are to be executed or carried out and any other lands or places provided by West Bengal State Electricity Distribution Company Limited for the purpose of contract.

16. All duties, taxes and other levies excluding GST payable by the contractor under the contract or for any other cause shall be included in the total tendered price submitted by the contractor.

17. Transfer of the bid documents issued to one tenderer to another is not permissible.

18. The tenderers are to submit the sealed tender papers in the specified tender box kept in the chamber of the Regional Manager, Darjeeling Region, W.B.S.E.D.C.L. Tenders received after due date and time shall not be entertained under any circumstances.

19. Tender without Earnest Money shall be summarily rejected. Earnest Money of Rs. 50284.00 (Fifty Thousand Two Hundred and Eighty-four) only shall have to be submitted in the form of Demand Draft only of any nationalized bank (preferably SBI) in favour of "WBSedCL" and payable at Siliguri. Exemption of deposition of earnest money shall not be entertained under any circumstances.

20. The WBSedCL may at its discretion ask any bidder to produce the detailed price analysis for the quoted rate.

21. Earnest Money to unsuccessful bidders would be refunded on application with original DCR duly pre-receipted after finalization / placement of order.

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22. The Earnest Money shall be forfeited in case (a) if during the period of validity, the bidder withdraws / modifies its bid as a whole or in part. (b) If during the bidder deviates from any clarification / confirmation given by him subsequent to submission of his bid. (c) If the successful bidder fails to accept LOI / LOA unconditionally and sign contract. (d) If fails to submit performance guarantee or additional performance guarantee as required by the NIT/Tender document.
23. Tender shall remain valid for up to 06 (Six) months from the date of opening of the Tender.
24. The successful bidder shall have to submit Indemnity bond, execute Agreement in the prescribed format before commencement of work & also to submit authenticated valid documents regarding compliance of all applicable labour laws and the rules thereof during execution of the work.
25. Tender not complete in all respect is liable to rejection without assigning any reason whatsoever.
26. The WBSEDCL does not bind itself to accept the lowest bidder & reserves the right to reject any / all tender (s) without assigning any reason whatsoever.
27. If the Office happens to be closed on the last date of receipt of application, issue of bid documents and / or on the date of receipt / opening of tender, the next working day at the same time & venue shall be applicable for the said purpose.
28. **Controlling Officer** : The Divisional Manager, Kurseong Division, WBSEDCL.
29. **Supervising / Nodal Officer** : The Asst. Manager (HR&A), Kurseong Division, WBSEDCL.
30. **Paying Officer** : The Asst. Manager (F&A), Kurseong Division , WBSEDCL.
31. Any other details may be had from the Sr. Manager (HR&A), Darjeeling Region, WBSEDCL, Siliguri.

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29. Schedule for key information of this tender:

i)	Place for Issuance of Tender Document, submission of Tender Document and opening of bid	O/o The Regional Manager, Darjeeling Region, WBSEDCL, Power House Complex, 2 nd Mile Sevoke Road, Siliguri, Pin-734001 Dist. - Darjeeling, West Bengal.
ii)	Last date and time of receipt of Application for issuance of Tender	Upto 12.00 Hrs of 12th Oct, 2026
iii)	Date and time for issuance of Tender Document	From 21st Sept 2026 to 15.00 Hrs of 12th Oct, 2026
iv)	Last date and time for submission of bid	Upto 14.00 Hrs of 13th Oct, 2026
v)	Date and time for opening of bid in presence of Bidders or their representative	Upto 15.00 Hrs of 13th Oct, 2026


(S. Sarkar)
Regional Manager
Darjeeling Region