

# West Bengal State Electricity Distribution Company Ltd.

(A Government of West Bengal Enterprise)

## Office of the Project Manager

Teesta Canal Fall Hydel Project

Telephone : 0353-2430155

E-Mail : [tcfhp@wbasedcl.in](mailto:tcfhp@wbasedcl.in)

Administrative Building Township Complex

Phansidewa, Darjeeling, PIN-734 434

CIN: U40109WB2007SGC113473



### Notice Inviting Tender

**NIT No.:** PM/TCFHP/HR&A/E-17/2023-24/ 46

Date: 01.03.2024

Sealed tenders on item-wise rate quotation are invited from the bona-fide, resourceful and reputed Vendors.

<u>Name of the work</u>
Supply & Delivery of Soap & Dusters for operating personnel of TCFHP, WBSEDCL.

#### Specification of Materials with quantity:

<u>Sl. No.</u>	<u>Item Description</u>	<u>Quantity</u>
1	Soap [LUX] – 100gm each	204 pcs.
2	Soap [LIFEBUOY] – 125gm each	972 pcs.
3	Duster (Size: 36"X36")	600 pcs.

#### Instructions to Bidders (IB):

**IB-1.** The tenderers shall keep the tender documents in a properly sealed cover. This cover shall be addressed to the **Project Manager, TCFHP, Phansidewa Township complex, WBSEDCL, Dist:-Darjeeling** and shall contain the name of work, tender Notice memo number and shall be super scribed as "TENDER". This cover shall also bear the name and address of the tenderers.

**IB-2.** 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.

**IB-3. The tenderer will have to quote their rates item wise (in figure as well as in words) strictly.** If there is any discrepancy found in figure and word, the amount stated in word shall prevail. The quotation/bidding page must contain the reference of the NIT and the name of the work.

**IB-4. Eligibility Criteria:** The intending agency must posses:

- PAN card
- Trade License
- GST(GSTR3B) return of last two FY, i.e 2021-22 & 2022-23

The envelope must accompany self-attested copies of the above documents. Originals shall have to be produced for verification on demand.

**IB-5.** If any unsatisfactory performance report has been recorded for the last Three(03) years in WBSEDCL/WBSETCL/PWD/other Government organizations/Government undertaking etc. the applicant will not be eligible for participation in the tender.



- IB-6.** 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.
- IB-7.** 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).
- IB-8.** 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 bidding documents.
- IB-9.** 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.
- IB-10.** Cost of Bidding: 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.
- IB-11.** Bids will be received up to **14:00 hrs. on 12.03.2024** and will be opened on the same day at **15:00 hrs.**
- IB-12.** 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.
- IB-13.** 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.
- IB-14.** 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.
- IB-15.** The tenderers are to submit the sealed tender papers at Administrative Building, TCFHP, WBSEDCL. Tenders received after due date and time shall not be entertained under any circumstances.
- IB-16.** The WBSEDCL may at its discretion ask any bidder to produce the detailed price analysis for the quoted rate.
- IB-17.** Tender shall remain valid for up to 06 (Six) months from the date of opening of the Tenders.
- IB-18.** The Quoted rate of the Tender should remain firm for any variation of quantities of individual item of the schedule of work enclosed for the entire period of work.



- IB-19.** Tender not complete in all respect is liable to rejection without assigning any reason whatsoever.
- IB-20.** 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.
- IB-21.** 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.
- IB-22.** Any other details may be had from the Manager (HR&A), Administrative Building, TCFHP. Phone no. 0353-2430168, Mob: 8900794039.
- IB-23.** The Tender Documents will be published to the website of WBSEDCL [[url: https://www.wbsedcl.in/](https://www.wbsedcl.in/)]. NIT will not be sent to the individual agencies. The same may be downloaded from the website as mentioned and submitted through post or by hand to this end.

**Terms & Conditions:**

- a. **Scope of Work:** The Materials are to be supply and delivered at the Adminstrative Building, TCFHP Township Complex, Phansidewa, Darjeeling, WB, Pin-734434 with communication to the Controlling Officer for this work or his authorized representative.
- b. **Quality of Article:** The article is to be of good quality. If any defect found at the time of delivery/installation, the same should be replaced by your own cost.
- c. **Company's Right to Terminate Contract:** If the Agency neglects to proceed with the work with due diligence, the company shall have right to terminate the LOI/LOA after giving notice in writing to the Agency. If the Agency fails, after 14 (fourteen) days' of such notice, to proceed with the work in the manner notified, the company shall terminate the contract and may engage other agency to complete the work. Extra cost, if incurred to get the unfinished work done through other agency, will be realized from him, from his pending bills and security money of this or any other work with the company. If the contract is terminated as above, the Agency shall have no claim for compensation against the company for any loss or deterioration of any materials that he may have collected or engaged or entered into on account of the work.
- d. **Settlement of Disputes:** All disputes concerning question of act arising under the contract shall be decided by the Owner/Company on receipt of written appeal by the contractor. Any dispute or differences arising out of or in connection with this contract shall to the extent possible be settled amicably and where settlement cannot be reached then such disputes shall be subject to settlement under the jurisdiction of Siliguri court.
- e. **Paying Authority:** The Manager (F&A), TCFHP, WBSEDCL shall be the paying authority.

- f. **Penalty:** The materials should be delivered within the stipulated period failing which penalty shall be imposed @ 0.5% (five percent) per week for first 10 weeks and thereafter 1% per week subject to maximum of 10% of the ex-work price.
- g. **Controlling Officer:** The Manager (HR&A), will be the controlling officer for this work.

*Amrwe*  
01.03.24

Addl. CE & Project Manager  
TCFHP, WBSEDCL

Sl.	Item	Quantity	Unit	Rate	Amount	CST	Total
1	5000 PLY 100 mm thick	204	Sq. m				
2	5000 PLY 100 mm thick	573	Sq. m				
3	5000 PLY 100 mm thick	500	Sq. m				
Grand Total							



Office of the Project Manager  
Tender Unit and Bid Office, Bridges  
Telephone : 602-220132 Fax : 602-220133  
E-Mail : [pm@wsedcl.org](mailto:pm@wsedcl.org) [bid@wsedcl.org](mailto:bid@wsedcl.org)  
Washington, D.C. 20541-0001

# Tender Form

**Tender Notice No.:** PM/TCFHP/HR&A/E-17/2023-24/46

**Date:** 01.03.2024

**Name of the Work:** Supply & Delivery of Soap & Dusters for operating personnel of TCFHP, WBSEDCL

**VALIDITY:** The tender shall remain valid for a period of 6(six) months after the date set for Bid opening.

**Taxes & Duties:** The bidders are to quote rate inclusive of all taxes duties/levies and any other incidental charges excluding GST related with the work. GST will be paid extra as per rules/statutes if applicable during execution of the contract.

Sl.	Item	Quantity	Unit Rate	Amount	GST	Total
1.	Soap [LUX]- 100 gm. each	204				
2.	Soap [LIFEBUOY]- 125 gm. each	972				
3.	Duster [36" X 36"]	600				
				Total		
				Grand Total		

I/We am/are agreeable to carry out the work as per rate quoted above by me/us following the enclosed schedule of works and to abide by all terms and conditions as stipulated in the tender documents.

Address of the Agency:

Signature with Date and Seal of  
the Agency