

# West Bengal State Electricity Distribution Company Limited

(A Government of West Bengal Enterprise)



## **WBSEDCL**

### Tender Documents

for

Day-to-day Sweeping, Cleaning, Guarding and Gardening etc. at  
Hydel Headquarters, Power House Complex, WBSEDCL, Siliguri.

**NleT. No.:-WBSEDCL/CEH/HRA/e-Tender/2022-23/19**

**Dated: 23.11.2022**

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# West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

Office of the Chief Engineer (Hydel)

HYDEL HEADQUARTERS

Power House Complex, 2nd Mile, Sevoke Road, Siliguri, Darjeeling.

Ph: 0353-2542735/2542160, e-mail: cehydel@wbasedcl.in

Registered Office: Bidyut Bhavan, Block - DJ, Sector - II, Bidhannagar, Kolkata - 700 091;

Website: www.wbasedcl.in CIN: U40109WB2007SGC113473

## SECTION - A

### NOTICE INVITING e-TENDER

NleT No.: WBSEDCL/CEH/HRA/e-Tender/2022-23/ 19

Date: 23/11/2022

The Chief Engineer (Hydel), Hydel Headquarters, WBSEDCL invites e-tender through online submission of Bid for the work as detailed in the table below:

Sl. No.	Name of the work	Estimated Cost	Earnest Money Deposit (EMD)	Completion Time	Name of the concerned Office	Eligibility of contractor
1	Day-to-day Sweeping, Cleaning, Guarding and Gardening etc. at Hydel Headquarters, Power House Complex, WBSEDCL, Siliguri.	Rs.1340998.00	Rs. 26,820.00 (Rupees twenty six thousand eight hundred twenty only)	447 (four hundred and forty seven ) calendar days (10.01.23 - 31.03.24)	Office of the Chief Engineer (Hydel), Hydel Headquarters, Siliguri.	Bona-fide, experienced & resourceful contractors of State/Central Govt., State/Central Govt. undertaking, Statutory Bodies constituted under the statute of Central/State Govt. who have successfully completed either three similar works costing not less than 40% of the estimated cost or two similar works costing not less than 50% of the estimated cost or one similar work costing not less than 80% of the estimated cost after 1st November, 2015.

#### Terms & Conditions of e-Tender:

- 1. Registration of the Bidder:** Intending bidders may download the tender documents from the website <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC).
- 2. Tender Cost /Tender Fees** are abolished for e-Tendering. All participating bidders are therefore exempted from payment of Tender Fee.
- 3. Earnest Money Deposit** shall be submitted through online mode through the e-Tendering portal (<https://wbtenders.gov.in>). All offline submission of payment instruments like Bank Draft, Pay Order etc. have been 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 WBSEDCL as per norms. Further details in respect of online



payment as well as refund of EMD are provided within the EMD clause (Section-B, Instruction to Bidders, Clause 16).

#### 4. Eligibility criteria for participation in tender:

(i) The bidder must have successfully completed similar works after 01.11.2015 under the authority of State/Central Government, State/Central Government Undertakings, Statutory Bodies constituted under the statute of Central/State Government, subject to fulfillment of the following criteria:

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

OR

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

OR

(c) **One similar** completed work each costing not less than 80% of the total estimated cost in a single contract.

Copies of Work Orders alongwith Completion Certificates indicating Estimated Amount, Value of work-done, Date of completion of the work and detail communication address along with contact number and e-mail id 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.

(ii) The bidders shall have to submit valid copies of Professional Tax deposit challans for the last six months, E.P.F. Registration, GST Registration certificate (GSTIN), Employees' State Insurance (ESI) registration (For works in ESI coverage areas only), PAN Card and Income Tax Return Acknowledgement for the Assessment Years 2021-22, 2020-21 & 2019-20, Trade License in respect of the prospective bidder, Proprietorship Firm (Trade License), Partnership Firm (Partnership Deed, Trade License), Limited Company (Incorporation certificate, Trade License), Co-operative Society (Society Registration copy, Trade License).

(iii) 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 / Enterprises 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 in this respect has to be furnished by the prospective bidders).

(iv) 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 in this respect has to be furnished by the prospective bidders).



5. **Financial Offer:** The intending Bidders are required to quote the **percentage rates** online as per specified format/B.O.Q. 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.
6. **Participation in the Tender:** The prospective Bidder shall be allowed to participate in the tender either in the capacity of individual or as a partner of firm. If any of the bidders found to have applied severally in a single job, all his offers will be rejected for that job. No agent is allowed to participate in the tender. Original contractor will only be allowed to participate in the tender.
7. **Bid Validity:** Bids shall remain valid for a period not less than 180 (one hundred eighty) days from the last date of submission of 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).

8. **Date and Time Schedule:**

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (Online) (Publishing Date)	On 02.12.2022 at 12:00 Hrs.
2	Documents download start date (Online)	On 02.12.2022 at 12:00 Hrs.
3	Bid submission start date (Online)	On 02.12.2022 at 12:00 Hrs.
4	Documents download End Date	On 16.12.2022 at 12:00 Hrs.
5	Bid Submission closing date (Online)	On 16.12.2022 at 12:00 Hrs.
6	Due Date of submission of Earnest Money Deposit etc. (online)	Upto 12:00 Hrs. of 16.12.2022
7	Technical Bid opening date (Online)	On 19.12.2022 at 15:00 Hrs.
8	Date of uploading list for Technically Qualified Bidder (Online)	To be intimated later
9	Financial Bid opening Date (Online)	To be intimated later

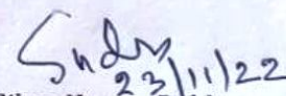
9. **Site Visit:** The Bidder at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the bid and entering into a contract for the work as mentioned in the Notice Inviting e-Tender. The cost of visiting the site shall be at the Bidder's own expense.
10. **Cost of Bidding:** 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.
11. **Mobilization advance:** No mobilization advance and secured advance will be allowed.
12. **Cancellation of Tender:** The WBSEDCL also reserves the right to cancel the Tender due to unavoidable circumstances and no claim in this respect will be entertained.
13. **Dis-qualification of Bidders:** Any canvassing in connection with the tender is strictly prohibited in the tender submitted by the Bidder. 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. The eligibility of a Bidder will be ascertained on the basis of the documents submitted by the Bidder in support of eligibility criteria. If any document submitted by a Bidder is found incorrect / manufactured / fabricated or false at any stage, his Tender will be out rightly rejected and legal action will be taken against him.

14. **Rejection of Bid:** 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. No conditional bid and/or incomplete bid will be accepted under any circumstance.
15. **Amendment of the Bid Documents:** The tender inviting authority reserves the right to modify, amend or supplement the tender document. Any corrigendum, notification concerning this tender will be published in the e-tender portal <https://wbtenders.gov.in> and it will be treated as part and parcel of the tender. The bidders are, therefore, advised to follow the website for such corrigendum, notification etc.
16. The participating bidders may please note that the successful bidder shall have to execute and submit a **Contract Agreement** and an **Indemnity Bond** in the prescribed format before commencement of the work.
17. Prospective Bidders are advised to note carefully the minimum qualification criteria as mentioned in clause no. 3 above & in "Instructions to Bidders" stated in Section - "A" before tendering the bids. Other information as well as terms and conditions, which are not covered above, will be made available in 'Instruction to the Bidders', 'General Conditions of Contract', 'Special Conditions of Contract' and 'Technical Specification' of this tender.
18. **Official Communication:** All the important correspondence must be done through declared authorized email id with original scanned copy of documents/letter in company's letter head/pad. However hard copies should be submitted in the office through post/by hand. Any further information related to this tender may be available from the following office:

Office of the Chief Engineer (Hydel), Hydel Headquarters,  
West Bengal State Electricity Distribution Company Limited (WBSEDCL),  
Power House Complex, 2nd Mile, Sevoke Road, Siliguri, Darjeeling- 734001, West Bengal  
Website : [www.wbsedcl.in](http://www.wbsedcl.in)  
Contact Tel. nos. : 0353-2542735/2542160  
Email id : [cehydel@wbsedcl.in](mailto:cehydel@wbsedcl.in)

  
(Sibes Kumar Deb)  
**CHIEF ENGINEER (HYDEL)**