



# WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A Govt. of West Bengal Enterprise)

## Mini- Micro Hydel Division

Administrative Building, 2<sup>nd</sup> Floor, Dowhill Road,

P.O.-Kurseong, Dist: Darjeeling, Pin- 734203.

Email id: de.mmhd@wbasedcl.in

Ph.: (0354)2344456, Mobile: +91-9332788634

Memo. No. DE (E)/MMHD/CIVIL/RHP/25-26/

Date: / 11/2025

To

TENDER NOTICE NO: - DE(E)/MMHD/TENDER/CIVIL/ 2025-26/02

Date: 24/11 /2025

The Superintendent Engineer (Elect), Mini Micro Hydel Division, WBSEDCL, M. V. Road, Kurseong - 734203, Dist. Darjeeling (West Bengal) for and on behalf of WBSEDCL invites sealed tenders from bonafide, experienced & resourceful contractor of State/Central Govt., State/Central Govt. undertaking, statutory bodies constituted under the statue of State/Central Govt., only on percentage basis as per specification and schedule of work for the work of **"Repair and Maintenance of Store Below Kurseong Tourist Lodge under Mini Micro Hydel Division, WBSEDCL, Kurseong."**

Sl. No.	Name of the work	Estimated Amount	Earnest Money (Rs.)	Cost of Tender Paper	Period of Contract
1.	<b>Repair and Maintenance of Store Below Kurseong Tourist Lodge under Mini Micro Hydel Division, WBSEDCL, Kurseong</b>	<b>₹99,512.87</b> Rupees Ninety-Nine Thousand Five Hundred Twelve and Eighty-Seven paisa) only. (Excluding GST)	2.00% (Two percent) of the estimated amount i.e. <b>Rs.1990.25</b> (Rupees one thousand Nine hundred Ninety and twenty-Five paisa only)	<b>Rs. 590.00</b> (Including 18% GST)	<b>20</b> (Twenty) Days

1. Tender from contractors with requisite experience of similar nature of work having magnitude of at least 50% of the Estimated Cost only in a single order during the preceding 5 years as stipulated shall only be considered. Intending tenderers must inspect the site condition, work involved and climatic condition of site before submission of Tender and shall be required to produce documentary evidence of similar nature of work executed before in case WBSEDCL desires so.
2. **Tender documents containing schedule of work may be had from the office of the undersigned on payment of Rs. 590.00 [(Rupees Five Hundred Ninety) Only (non-refundable)] inclusive of GST @18%. The change in the rate of GST shall have to be taken care of at the time of submission of the price of tender document on any working days from 11:00 a.m to 3:00 p.m. except Saturday and Sunday.**
3. Tender documents under sealed cover will be received by the undersigned up to 1:00 P.M. on 02/12/2025 and shall be opened on 02/12/2025 at 3:00 p.m. & Next day (Next working day in case of BANDH, etc.) at 1:00 p.m. in presence of the attending tenderers or their authorized representative.
4. **The name of work and reference no. of the tender should be super scribed on the envelope containing the tender.**

Registered Office: "VidyutBhawan", Bidhannagar, Block-DJ, Sector-II, Kolkata-700091 CIN No. U40109WB2007SGC113473

Website: [www.wbasedcl.in](http://www.wbasedcl.in)

**WBSEDCL**

5. The **Earnest money** shall be submitted in the form of **crossed demand draft/bankers cheque in favour of 'West Bengal State Electricity Distribution Company Limited'** on any scheduled bank in India and **payable at Kurseong** failing which the bid shall be considered as non responsive and hence liable for rejection. The Earnest money thus deposited will be converted as the initial security deposit for the successful bidder.
6. Tender documents will not be issued by Post. The tender documents will be issued to only those contractors who have EPF Registration Certificate/ GST & GSTIN Registration Certificate/Credentials (copy of Work orders and Completion Certificates)/Pan no. & I.T Returns of the last three financial years/Profession Tax deposit challan of last month.
7. The WBSEDCL does not bind itself to accept the lowest offer and reserves the right to reject any or all tenders without assigning any reason whatsoever.
8. **Validity of Bid:** The Bid shall remain valid for a period of 120 (One Hundred Twenty) days from the date of opening of bid.
9. Issuance of bid documents will not be construed to mean that such bidders are automatically considered qualified. WBSEDCL reserves the right to reject any bid or part thereof or all bids received at its discretion without assigning any reason whatsoever.
10. **The schedule of notice, sale, submission and opening of tender:-**

i) **NIT :DE(E)/MMHD/TENDER/CIVIL/25-26/02**

**Dated :- 24/11/2025**

ii) **Place, date & time for  
Sale of Tender Document**

: O/o the Divisional Engineer (Elect.)  
WBSEDCL, MMHD, M.V Road,  
Kurseong, Pin-734203,  
Dist.- Darjeeling, West Bengal.  
25/11/2025 to 02/12/2025  
[11:00 a.m. to 1:00 p.m.]

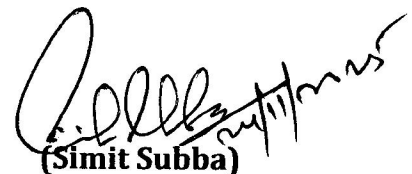
iii) **Last date and time for submission of bid**

: 02/12/2025 up to 1:00 p.m

iv) **Place, date & time for opening of bid  
in presence of Bidders representative**

: O/O the Divisional Engineer (Elect.)  
WBSEDCL, MMHD, M.V Road  
Kurseong, Pin-734203,  
Dist- Darjeeling, West Bengal.  
[02/12/2025 at 3:00 p.m.]

Encl:- -1. Terms & Conditions.  
2. Rate quotation form.  
3. Schedule of work.



**(Simit Subba)**  
Superintendent Engineer (Elect.)  
Mini Micro Hydel Division, Kurseong.

**WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED**  
**OFFICE OF THE DIVISIONAL ENGINEER (ELECTRICAL)**  
**MINI-MICRO HYDEL DIVISION**  
**M. V. ROAD, KURSEONG.**

**TERMS & CONDITIONS OF CONTRACT**


1. **Labour License:** The agency shall have to furnish labour license if on any day of the contract period no. of labours exceeds 09 (nine).
2. Numbers & details of employees / workers category wise (i.e. Skilled, Semiskilled, Unskilled) to be engaged for the work are to be submitted. Each contract labour shall have to be allowed with statutory **"Off Day"**.
3. The engaged employees / workers shall be paid with **minimum wages as per W.B. Government rate** issued time to time with maintenance of wages sheet detailing the wages and Dated Receipt of wages. The wage sheet shall have to be submitted with the every R/A & final bill for scrutiny. The entrusted contractor shall have to submit a copy of **Acquittance Roll** containing the names and details of the contract labourers, no. of days worked and wages paid and dated receipt thereof of the same by each contract labourers along with the every bill.
4. If any permanent labour of the agency is engaged for the subject work, in that case PF, Bonus of the said labourer shall have to be taken care of by the agency with submission of statutory documents in this regard as and when asked for by WBSEDCL.
5. Each and every employee / worker engaged for the work shall be issued with **Photo Identity Card** and their names shall be maintained in a separate Register. Copies of the same shall have to be submitted to this end for reference.
6. **Issue of Work Permit:** It has to be ensured that no contract labour shall be engaged without a Work Permit to be issued by an official not below the rank of Assistant Engineer. In the work permit name of the contract labour(s) engaged shall be provided.
7. **Risk:** The Company (WBSEDCL) will be in no way held responsible/liable for any accident/mishap, if caused to any personnel of the agency during execution of work.
8. The rate to be quoted **Above / below / at Par** in the 'RATE QUOTATION FORM' of the tender document based on the Schedule of work and shall be inclusive of all supply of labour and taxes (except GST) as applicable.
9. The offer shall remain valid for 120 (one hundred and twenty) days from the date of opening of the tender.
10. The Contractors should provide all safety tools and equipments to their working personnel required for the job.
11. Intending tenderer should submit documents of evidence regarding proof of credential & experience, P.F. Registration number, GST registration number/declaration in terms of Finance Act 1994 whichever is applicable, current I.T, P.T Clearance Certificates / PAN etc. as applicable. In case the bidder is a **small service provider in terms of Finance Act 1994** then he has to furnish **one certificate along with his bid Documents** in the manner: **-"That our firm is a small Service Provider in terms of the Finance Act 1994 & we need not be registered with the Superintendent of central Excise under Service Tax Provisions."**
12. All necessary tools and tackles, materials conforming to the relevant IS Specifications to be required in connection with the work shall be arranged by the contractor at his risk and cost.

13. If during execution of the work if any damage is caused by the executing agency to any WBSEDCL's structure & equipment, such damage shall have to be repaired by them at their own cost and in proper manner as directed by the Controlling Officer.
14. Arrangement for proper accommodation, if necessary, shall have to be made & Medical Benefits to be extended to the site people by the agency at their cost.
15. **Extension of Time:** An extension of time without imposition of penalty, may be granted for delay in execution of work provided there is no fault whatsoever on the part of the contractor. Such extension may only be granted on the basis of application to be submitted by the contractor who has to establish that the extension of time required by him is not due to his fault.
16. **Liquidated Damage :** In the event of failure to complete the work within the time prescribed herein or extended time for completion, the contractor shall have to pay to the Company a sum amounting to  $\frac{1}{2}$  % ( half percent) of the value of order as liquidated damage for such default for every week or part thereof which shall elapse between the time prescribed or extended time and the date of completion of works subject to a maximum of 10 % (ten percent) of the total contract price. The Company may without prejudice, to any / all other method, recover /deduct the cost amount of such damages from any money in their hand due or which may become due to the contractor. The payment of deduction of such damages shall not relieve the contractor from this obligation to complete the work or from any other obligation and liabilities under the contract.
17. Payment will be made through R/A & Final bills in accordance with Clause No.19 of G.C.C. and Specification of Civil Works of the Tender Documents.
18. The rate quoted by the contractor shall be firm and net. No price escalation or revision of rates shall be considered during the period of contract.
19. Tenders shall be complete in all respect and include all credentials and documentary evidence even though not specified in the specifications, schedules etc., but which are essential for the completion of the contract. The intending tenderers shall be responsible for properly co-ordinating the work and the offer should be complete in all respect.
20. The bidder shall include in his tender prices, all Taxes and Duties (except GST) applicable for execution of work. He shall obtain and pay for all permits, licenses, or other privileges necessary to complete the work. The copy of the certificate shall be delivered to the Controlling Officer. Income Tax as applicable and BOCW Welfare Cess @ 1% of the executed value of the work shall be deducted from the every R/A & final bill. The provisions of GST shall be governed by prevailing government laws.
21. **Security Money :** The successful tenderer shall within 14 (fourteen) days of receipt of an intimation in writing to the effect that his tender is accepted by the Company, shall submit his acceptance in writing failing which the tender will automatically be treated as cancelled and earnest money will be forfeited. On receiving tenderer's acceptance for the work, the earnest money deposited with the tender will be automatically converted to form a part of security money. An additional sum of security money, if required, shall have to be deposited by the successful tenderer to constitute initial security money of 2.00 % (two point zero zero percent) of ordered value. Further additional security money @ 8.00 % (eight point zero zero percent) from each progressive bill shall be deducted so that the total deduction together with 2.00 % (two point zero zero percent) security money already taken shall constitute not less than 10.00 % (ten percent) of the total value of works as actually done. All security money shall be refunded, either in full or part as the case may be, after the expiry of the period of maintenance (which shall be six months normally, if not otherwise mentioned in the work order) after completion of the work. This period of maintenance shall be counted from the date of completion of job.
22. **Execution of Indemnity Bond :** Before commencement of the actual execution of the works, the successful tenderer has to execute an indemnity bond as per annexed proforma in a Non-judicial stamp paper of Rs. 100.00 (Rupees one hundred) only.



23. Any dispute between WBSEDCL and the contractor which may arise during implementation of the subject contract, including the execution, the necessary judicial affairs and/or court case, shall be exclusively within the jurisdiction of the Kurseong Court/Darjeeling Court / Kolkata High Court only.
24. In case the contractor discontinues the work within the contract period, the company reserves the right to get the work done by any other contractor and realize any damages and losses to the company from contractor's bills. The order may be cancelled / terminated at any point of time during the contractual period by the company without assigning any reasons whatsoever by serving 7 days' notice for unsatisfactory performance as may be observed by the Controlling Officer.
25. **Instructions to the tenderers**
- i) The Tenderers shall submit the tender documents in a sealed envelope with clear marking of "Tender Notice No. The envelope is addressed to the Divisional Engineer (Electrical), Mini Micro Hydel Division, Monteviot Road, Kurseong with the address of the tenderer.
  - ii) If the envelope is not sealed or marked as indicated above, the WBSEDCL would not be responsible for misplacement or premature opening of the tender.
  - iii) The tenderers are advised to go through the "Special terms and conditions" & also inspect the site before submission of the tender.
  - iv) Transfer of tender documents purchased by / issued to one tenderer to another is not permissible.
  - v) The tenderers are to submit the tender papers in the specified tender box at the office of the Divisional Engineer (Electrical), Mini Micro Hydel Division, WBSEDCL. Tender received after due time shall not be entertained under any circumstances.
  - vi) If the office happens to be closed on the last date of the receipt of the application for issue of the tender papers / receipt of the tender papers / opening of the tender papers as specified in the tender notice, the corresponding last date shall be deemed to be extended to the next working day (excluding Saturday) up to the same specified time with all other dates remaining unaltered.
  - vii) Rate to be quoted against each item of the said schedule of work both in figure & in words. For evaluation of the tenders, rates in totality will be considered.
  - viii) Any correction in quoted rate should be duly signed by the tenderer.
  - ix) Tender to be submitted in tender documents / format etc. as supplied / sold by the WBSEDCL only.
  - x) Validity of the tender should be 120 (one hundred and twenty) days from the date of opening of the tender.
  - xi) The quantity put to tender estimate may vary up to any extent.
  - xii) Rates to be quoted should be inclusive of all materials, labour, transportation, taxes (Except GST), duties etc. all complete. Variation in taxes and duties if any, during the tenure of the contract, shall be to tenderer's account.
  - xiii) All materials including cement and steel required for the work shall have to be procured by the bidder. The material shall conform to the specification and shall be used in the work after getting due approval from the Controlling Officer of the work.

- xiv) Time is the essence of this contract. The time of completion mentioned in the N.I.T., shall be considered as time of completion of all works. Liquidated damages clause as per Company's norms shall be effected in case of failure to complete the work within the time of completion.
- xv) The Company may at its discretion ask any bidder to produce the detailed price analysis for any or all items of the schedule of works, to demonstrate the internal consistency of those prices with the construction methods and schedule proposed.
- xvi) General conditions of contract as prevailing for civil works under WBSEDCL shall be applicable as required.
- xvii) WBSEDCL reserves the right to reject the whole or part of this tender at its discretion without showing any reason whatsoever.
- xviii) Tender sent by post shall be rejected.
- xix) Tenderer should sign in all pages of the tender document.
- xx) Any evidence of unfair trade practices including overcharging, price fixing, cartelization etc. as defined in various statutes will automatically disqualify the bidders. Formation of any cartel may lead to the cancellation of tenders with penal measures as necessary and the WBSEDCL reserve the right to take sure unilateral decision without further notice to anyone.

  
**Superintending Engineer (Electrical)**  
**MINI-MICRO HYDEL DIVISION**  
**W. B. S. E. D. C. L.**

**SIGNATURE OF THE CONTRACTOR**  
**WITH SEAL AND DATE**

## **SPECIAL CONDITIONS OF CONTRACT**

### **A. Labour:**

- The Contactor shall, unless otherwise provided in the contract, make his own arrangements for the engagements of all staff and labour, local or other, and for their payment, housing, feeding and transport etc.
- The contractor shall, if required by the Controlling Officer / Supervising Officer or their authorized representative,
  - (a) Deliver a return in detail, in such form and at such intervals as they may prescribed, showing the staff and the number of several classes of labour from time to time employed by the Contractor on site and any such information as they may require.
  - (b) Shall arrange for issuance of employment card in as much form as they may be prescribed in respect of several classes of labour from time to time employed by the Contractor on site.
  - (c) Shall arrange for payment of wages to several classes of labour from time to time employed by the Contractor on site.

### **B. Compliance with labour regulations:**

During continuance of the contractor and his sub contractors shall abide at all times by all existing labour enactment and rule made there under, regulations, notifications and bye laws of the State and Central Government or local authority and any other labour law (including rules) regulations, bye laws that may be passed or notification that may be issued under and labour law in future either by the State or the Central Government or the local authority. The Contractor shall keep the Employer indemnified in case any action is taken against the Employee by the competent authority on account of contravention of any of the provisions of any Act or rules made there under, regulations or notifications including amendments. If the Employer caused to pay or reimburse, such amounts as may be necessary to cause or observe or for non-observance of the provisions stipulated in the notifications/bye laws/ Acts/Rules regulations including amendments, if any, on the part of the contractor, the Employer shall have the right to deduct any money due to the contractor including his amount of security deposit. The Employer shall also have right to recover from the contractor any sum required or estimated to be required for making good the loss or damage suffered by the Employer.

The employees of the Contractor and the Sub-Contract in no case shall be treated as the employees of the Employer at any point of time.

Some major laws applicable to the establishments engaged in building and other construction work:

- Employees PF and Miscellaneous provision Acts 1952
- Contract labour (Regulation & Abolition Act) 1970
- Minimum Wages Act 1948
- Payment of Wages Act 1936
- Child labour (Prohibition & Regulation) Act 1986
- Inter-State Migrant workmen's (Regulation of employment & Conditions of Service) act 1979
- The building and other Construction workers (Regulations of Employment and conditions of Service) Act 1996 and the Cess Act of 1996.

Signature of the Tenderer with Seal of the Firm



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*(A Govt. of West Bengal Enterprise)*

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**Rate Quotation Form and Declaration**

**I/We beg to quote my/our rate in figure \_\_\_\_\_**

**Above / below / At Par (in words \_\_\_\_\_)**

**The schedule of rate after thorough inspection of the site of the work and examining the availability of labour and climatic conditions of the place and the conformity to the conditions laid down in the tender documents.**

**Superintendent Engineer (Electrical)**

**Signature of the Contractors**

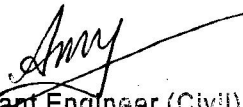
**DECLARATION**

**I/We are agreeable to carry out the work as per rate quoted by me/us following the enclosed schedule of works and to all terms and abides by all terms and conditions of contract for civil works.**

**Superintendent Engineer (Electrical)**

**Signature of Tenderer**

Name of Work : <u>Proposal for repair and maintenance of store of MMHD at Kurseong under Mini Micro Hydel Division , Kurseong.</u>					
Estimate as per PWD , S.O.R Building ( 08/03/2021) and PWD , S.O.R Roads( 30/08/2018)					
Sl No	Description of work	Qty	unit	Rate(Rs)	Amount(Rs)
1	Tarfelt for roof leakage repairing.	60.000	Sqm.	692.50	41550.00
2	Brick work with 1st class bricks in cement mortar (1:4) (b) In superstructure, ground floor	1.875	cum	6822.00	12791.25
3	Wood work in door and window frame fitted and fixed in position complete including a protective coat of painting at the contact surface of the frame exluding cost of concrete, Iron Butt Hinges and M.S clamps. (The quantum should be correted upto three decimals). (d) Sal : Local	0.040	cum	72954.00	2896.27
4	(A) Wood work in posts, post plates, rafters, battens, truss members, purlins etc. fitted and fixed complete (excluding the cost of bolts, paints, but including the cost of nails, screws etc.) (The quantum should be corrected upto three decimals) (ii) Sal : Local	0.477	cum	73019.00	34830.06
5	Ordinary Cement concrete (mix 1:2:4) with graded stone chips (20 mm nominal size) excluding shuttering and reinforcement,if any, in ground floor as per relevant IS codes.(b) River bazree	1.098	cum	5138.00	5641.52
6	Iron butt hinges of approved quality fitted and fixed with steel screws, with ISI mark. (viii) 100mm. X 75mm. X 3.50mm	6.000	Sqm.	66.00	396.00
7	Iron hasp bolt of approved quality fitted and fixed complete (oxidised) with 16mm dia rod with centre bolt and round fitting (c) 300mm long	1.000	nos	173.00	173.00
8	DismantlingTaking out shutter of door and window,dismantling by parts (for repair or replacement of damaged parts) , reassembling and refitting and rehangng same with old fittings but with new screws as necessary. (Where different parts of same shutter are renewed under different item, payment under item 73 will be made once only).	1.980	Sqm.	126.00	249.48
				<b>GROSS</b>	₹ 98,527.59
				<b>CESS @ 1%</b>	₹ 985.28
				<b>TOTAL</b>	₹ 99,512.87

  
 Assistant Engineer (Civil)  
 Mini Micro Hydel Division  
 WBSEDCL, Kurseong