

# West Bengal State Electricity Distribution Company Limited



(A GOVT. OF WEST BENGAL ENTERPRISE)  
OFFICE OF THE DIVISIONAL MANAGER, PURULIA DIVISION  
TARIT BHAVAN, 2nd FLOOR,  
PURULIA - 723101(W.B.)  
E-Mail ID :- dm.purulia@wbasedcl.in  
Corporate Identity No. (CIN): U40109WB2007SGC113473, Web: www.wbasedcl.in

## NOTICE INVITING E-TENDER

NIT No.: PRLD/E-TENDER/2025-26/09/2178

Date: 08.12.2025

Tender is invited by the Divisional Manager, Purulia Division, WBSEDCL, Tarit Bhavan, Purulia-723101 through electronic tendering (e-tendering) from manufacturers/Distributors for sample approval, supply, delivery of the following item as per schedule detailed below.

| Sl no. | Description of Item  | Unit | Qty | Estimated Cost | Earnest Money | Completion time |
|--------|--|------|-----|----------------|---------------|-----------------|
| 1      | LT Kiosk Box made of SMC thermosetting plastic fitted with Alu. Bus bar for <b>SINGLE FEEDER 25KVA DTR</b> , complete fitting with 120 Alu. Cable socket (long barrel) for PVC cable under Purulia Division (as per attached drawing) (Make: Sintex/Raychem/EPP/RMC/similar) | Nos. | 100 | 498000.00      | 9960.00       |                 |

**Scope:** - The materials are procured for Purulia Division; The supply of the materials will be directly at Purulia Divisional Store, adjacent to Tarit Bhavan, Desh Bandhu Road, Purulia - 723101. Necessary Challan, E-Way Bills are to be provided at Purulia Divisional Store.

| Sl. No. | Particulars  | Date & Time             |
|---------|--|-------------------------|
| 1.      | Date of uploading of N.I.T and Tender Documents (online).<br>[Publishing date]                             | 08.12.2025 at 18:00 hrs |
| 2.      | Documents sell / download start date (online)  | 09.12.2025 at 11:00 hrs |
| 3.      | Pre Bid meeting  | 11.12.2025 at 11:00 hrs |
| 4.      | Bid Submission upload start date (online)  | 09.12.2025 at 11:00 hrs |
| 5.      | Documents sell / download end date (online)  | 02.01.2026 at 15:00 hrs |
| 6.      | Bid Submission upload end date (online)  | 02.01.2026 at 16:00 hrs |
| 7.      | Last Date of submission of Earnest Money Deposit (online)  | 02.01.2026 at 16:00 hrs |
| 8.      | Date for opening of Technical bid (online) for the Bidders   | 05.01.2026 at 14:00 hrs |
| 9.      | Date of uploading the Final List of Technically Qualified Bidders after Technical Bid Evaluation (online). | To be intimated later   |
| 10.     | Date, for opening of Financial Bid (online).   | To be intimated later   |

Intending bidders desirous of participating in the tender are to log on to the website <https://wbtennders.gov.in> for the tender. The tender can be searched by typing WBSEDCL in the search Engine provided in the website. Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) in the name of person who will sign the tender, from any authorized Certifying Authority (CA) under CCA, Govt of India (viz. nCode Solution, Safescript, e-Mudhra). DSC is given as a USB e-Token. After obtaining the Class 2 or Class 3 Digital Signature Certificate (DSC) from the approved Certifying Authority they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

Tenders are to be submitted online and intending bidders are to download the tender documents from the Website stated above. This is the only mode of collection of tender documents. Details of submission Procedure is given in "Instructions to Bidders".

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## Terms & conditions of the Tender Notice :

1. **Earnest Money Deposit** amounting to 2% (Two Percent) of the Estimated Cost. As mentioned above, shall be submitted individually along with the offer. Necessary earnest money may be remitted through online mode or opted for BCI, it may be submitted physically at Purulia Division. The scan copy of BCI is to be uploaded by selecting offline mode.
2. The bidder shall submit **along with the offer** necessary documents in support of their previous supply, of the items of the tender to WBSEDCL in earlier. Occasions and financial capabilities to the extent of the estimated financial amount of their offer.
3. No agent is allowed to participate in the Tender.
4. WBSEDCL reserves its right to take decision keeping its financial interest. The Purchase Policy of WBSEDCL along with the provisions of Vendor Rating & Holiday Listing, as effective from 01.09.2012 and the subsequent amendment effective from 18.03.2013 will be applicable.
5. If the offer is submitted without or inadequate Earnest Money, the bid will not be opened. In case of Incomplete offer, the tender will be liable for rejection and Earnest Money Deposit will be forfeited.
6. One Sample of Each Material is to be submitted at Purulia Divisional Store, Deshbandhu Road, Purulia - 723101 (adjacent to Tarit Bhavan), physically within the closing date of tender. The tag with the sample should contain the name of the sample as well as the name of the vendor/bidder, for a valid tender, sample has to be approved by the Divisional Authority. The approval or rejection of sample will be communicated via mail/electronically subsequently. The technical evaluation of the bidders, whose samples aren't approved, will not be opened & henceforth they will be deemed disqualified. Rejected Samples can be taken away. After PO is awarded, the awardees can adjust the sample with the delivered material lot & the remaining materials can be taken back by the respective vendors.
7. The offer shall remain valid for a minimum period of 120 days from the next day of opening of the Tender.
8. **The quoted rates should be inclusive of all taxes & duties, freight and incidental charges. The quoted rate should be excluding GST charges. GST will be paid as applicable.**
9. The ordered materials should be delivered & installed within 15 days from the date of PO, otherwise penalty may be imposed as per rule of WBSEDCL for delay of delivery of ordered materials.
10. The necessary documents along with bill are to be submitted at Purulia Divisional Office. The SRV will be issued from Purulia Divisional Store, WBSEDCL.
11. At the time of placing purchase order, the quantity mentioned in the Tender Document may vary up to +/- 25%.
12. Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in Various statutes will automatically disqualify the bidders.
13. The Tender Inviting Authority (WBSEDCL) does not bind itself to accept the lowest bidder and reserves the right to accept or reject, split any/all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at any stage of the Bidding. Tender inviting Authority (WBSEDCL) also reserves right to accept/cancel/withdraw the concerned NIT in full or part due to unavoidable circumstances and no claim in this respect shall be entertained.



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14. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL/Other Utility/Govt. Semi Govt. or Govt. undertaking Dept. shall not be eligible to participate in the bidding process.
15. Other information as well as terms and conditions, which are not covered above, will be available in Instructions to Bidders, General Conditions of Contract of this tender and the Revised Purchase Policy of WBSEDCL.

## 16. TERMS OF PAYMENT:

Payment of bill will be made as per availability of fund i.e. against original receipted Challan/Invoice signed by the Store In-Charge attached to the respective stores.

**17. WARRANTY PERIOD:** Warranty Period of supplied material will be one year from the date of delivery of the said materials. In case of any adverse report from store or defect found in site, materials have to be replaced or it would affect the vendor rating.

## 18. PAYING AUTHORITY:

Assistant Manager (F&A), Purulia Division, WBSEDCL, will be the Paying Authority.

## 19. CONSIGNEE:

The name of the consignee will be the Store-In-Charge, Purulia Divisional Store.

## 20. LIQUIDATED DAMAGE FOR DELAY IN DELIVERY:

The time of delivery (successful offer for inspection) of the equipment/materials are to be treated as an essence of the contract and the WBSEDCL reserves the right to repudiate the contract, if the equipment / materials are not physically delivered within stipulated period as per physical delivery clause. But WBSEDCL may at his discretion waive this condition and accept the material with imposition of liquidated damage @ 1/2% of the value of the materials beyond the schedule delivery period for each week or part thereof delay subject to maximum of 5% of the particular lot and accept the goods beyond the stipulated period.

21. Any further information along with WBSEDCL's Revised Purchase Policy may be had from the Website: [www.wbsecl.in](http://www.wbsecl.in) and the following office:

*Office of the Chief Engineer (Procurement & Contracts),  
West Bengal State Electricity Distribution Company Limited,  
Vidyut Bhavan, 4th Floor,  
Bidhannagar, Kolkata - 700091,  
Phone No. 033-2319-7563*

22. Documents to be submitted in Technical bid- Please refer sl no. 6.2 of "Instruction to Bidders" of NIT

23. The specifications of the item.

**As per specification mentioned in BOQ.**

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## Instructions to Bidders

### 1. Eligibility for participation:

- Original manufacturers/Distributors of the tendered items will be eligible in the tender and must submit Dealership Certificate in PDF format.
- The bidders shall have credential for supply of the tendered items to WBSEDCL / other Govt. Departments in earlier occasions within last seven financial years.

### 2. General guidance for e-Tendering:

Instructions/Guidelines for electronic submission of the tenders have been mentioned below for assisting the bidders to participate in e-Tendering.

### 3. Registration of bidder:

Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the e-Procurement system, through logging on to <https://wbtennders.gov.in>.

### 4. Digital Signature certificate (DSC):

Each bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders.

5. The bidder can search and download NIT & Tender Documents electronically from the website mentioned in Clause 3 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

### 6. Submission of Tenders:

#### 6.1 General process of submission

Tenders are to be submitted online through the website <https://wbtennders.gov.in>. All the Documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for, in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders - one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents (credentials, certificates, EMD Draft/PO) in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. The bidder needs to download the BOQ, fill up the rates of items in the BOQ in the designated Cell and upload the same in the designated location of Financial Bid. The documents uploaded shall be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

#### 6.2. Document to be submitted

##### i. Company Details

##### ii. Certificates:

- 1) PAN Card details.
- 2) Current Professional Tax (PT) submission Challan. Application for such Addressed to the competent authority may also be considered.
- 3) GST registration certificate.

##### iii. Financial Info :

Annual turnover for a period of the last three financial years.



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## iv. Credential:

- 1) Documents in support of supply of the tendered items to WBSEDCL, in earlier occasions within last three financial years as mentioned below:
  - a. 1 No Purchase Order for completing delivery of the said materials having financial involvement of not less than 80% of the estimated value of the said item(s) of last seven financial years.
  - b. 2 Nos. Purchase Order for completing delivery of the said materials having financial involvement of not less than 50% of the estimated value of the said item(s) of last seven financial years.
  - c. 3 Nos. Purchase Order for completing delivery of the said materials having financial involvement of not less than 40% of the estimated value of the said item(s) of last seven financial years.
- 2) FORM-IX, FORM-XII and FORM-XIII as per Revised Purchase Policy of WBSEDCL (mandatory format)
- 3) Others: Any other documents found necessary. Drawing of item to be supplied in detail containing Name of Company & Dimensions in SI system (in PDF format)
- 4) ISO Certified is required (if applicable).
- 5) Type tests on indigenous equipment, for which testing facility is available in India, should have been conducted in any independent laboratories approved by Government or accredited by National Accreditation Body of the Country, like Central Power Research Institute (CPRI), Electrical Research and Development Association (ERDA) etc (if applicable).
- 6) Type tests on indigenous equipment, for which testing facility is not available in India, should have been conducted in laboratory of foreign Country accredited by National Accreditation Body of that Country (if applicable).
- 7) Type tests on imported equipment should have been conducted in an Indian laboratory or foreign laboratory accredited by National Accreditation Body of respective Country (if applicable).

## 7. Conditional and incomplete tender:

No conditional and incomplete tenders will be accepted.

## 8. Validity of Tender and Offer:

The offer against tender should remain valid for a minimum period of 120 days from the next day of opening of the tender. However, WBSEDCL may, on the merit of case, request for extension of validity of the offer for a further suitable period without any change in terms & conditions of the offer.

## 9. Opening and evaluation of tender:

### 9.1 Opening of Technical Proposal

- i. Technical proposals will be opened by the Tender Inviting Authority or his authorized Representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Technical proposals for those tenders whose original copies of BG towards tender Fee or EMD have been received will only be opened. Proposals corresponding to which original copy of BG towards tender fee or EMD has not been received, will not be opened and will stand rejected.
- iii. Intending tenderers may remain present if they so desire.

### 9.2 Techno-commercial Evaluation of Tender

- i. While evaluation, the Tender Inviting Authority or his authorized representative may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.

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- ii. The summary list of tenderers, whose bids will be found techno-commercially eligible, will be uploaded in the web portals. Date of opening of financial bid will be intimated to the Techno-commercially qualified tenderers.

## 9.3 Opening and evaluation of Financial Proposal

- Financial proposals of the tenderers declared techno-commercially eligible, will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date.
- The encrypted copies will be decrypted and the rates will be read out to the bidders remaining present at that time.
- After opening of the financial proposal the preliminary summary result containing interlaid, name of bidders and the rates quoted by them will be uploaded.
- The Tender Accepting Authority may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.

10. Revision/withdrawal of Financial Proposal by the bidder after opening of Technical Proposal of the tender will not be allowed if it is not sought by the Tender Inviting Authority.

## 11. Acceptance of Tender

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons.

## 12. Purchase Order

WBSEDCL will communicate acceptance of tender to the successful bidder by a Purchase Order. The successful tenderer shall communicate the acceptance of the purchase order.

## 13. Concession

No price preference will be allowed to any tenderer based on the size of the industry or its geographic location. Co-operative Society will not be considered with separate status.

## 14. Holiday Listing and Vendor Rating

Holiday Listing & Vendor Rating will be applicable according to the "Holiday Listing & Vendor Rating" policies of the Revised Purchase Policy, which is posted in website of WBSEDCL (www.wbasedcl.in). Performance of the bidders, who supplied materials/equipment to WBSEDCL previously, will be evaluated for their Vendor Rating according to the said Vendor Rating policy and their Vendor Rating will be taken into consideration at the time of evaluation of Technical and Financial Proposals of the tender.

## 15. Return of Earnest Money of the unsuccessful tenderer(s)

For unsuccessful bidders, the Earnest Money as submitted against the tender shall be refunded automatically, through an automated process, by NIC portal after completion of tendering process. For successful bidders, the Earnest Money as submitted against the tender shall be refunded by WBSEDCL on following the due procedures. The Earnest Money of all tenderers other than the successful tenderer(s) may be refunded, after issuance of Purchase Order to the successful tenderer(s).

DE & Divisional Manager,  
Purulia Division,  
WBSEDCL

**Form-IX**

**(On the Bidder's Letterhead)**

**Declaration of not being blacklisted/Debarred/Put on Holiday list**

Certified that our Company, M/s .....is not blacklisted/ debarred/ suspended or put on holiday list by any Statutory/Regulatory/ Government Authorities / State Electricity Utility/ PSU in India.

It is certified that the information furnished above is true to the best of my knowledge and belief.

Bidders Name:

Signature of the Tenderer:

Designation:

Seal of the Company

Date:

**FORM-XII**

PROFORMA FOR UNDERTAKING TO BE-SUBMITTED BY THE BIDDER

(For genuineness of the information furnished on-line and authenticity of the document

Produced before Tender Committee for verification in support of his eligibility)

I,-----,Partner/Legal Attorney/Accredited  
Representative of M/s -----, solemnly declare that:

1. We are submitting Tender for the Work -----  
Against Tender Notice No. -----dt -----
2. None of the Partners of our firm is relative of employee of -----  
(Name of the Company)
3. All information furnished by us in respect of fulfilment of eligibility criteria and  
Qualification information of this Tender is complete, correct and true.
4. All documents/ credentials submitted along with this Tender are genuine,  
authentic, true and valid.
5. If any information and document submitted is found to be false/incorrect any  
time, department may cancel my Tender and action as deemed fit may be  
taken against us, including termination of the contract, forfeiture of all dues  
including Earnest Money and banning/delisting of our firm and all partners  
of the firm etc

(Signature of Authorized Signatory)

Name:

Designation:

Seal:



**FORM-XIII**

**Format of Letter of Bid**

**LETTER HEAD OF BIDDER (AS ENROLLED ONLINE ON e-Tendering PORTAL OF NIC)**

To

The Tender Committee

Sub: Letter of Bid for the work

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-----  
-----  
-----  
-----

Ref : 1. NIT No. ----- Dated -----

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2. Tender Id No. -----

Dear Sir,

We offer to execute the work as per our offered bill of quantity in accordance with the conditions of the NIT document as available in the website. The details of the EMD being submitted by us has been furnished on-line.

This Bid and your subsequent Letter of Acceptance Work Order shall constitute a binding contract between us.

We hereby confirmed our acceptance of all the items and conditions of the NIT document unconditionally.

(Signature of Authorized Signatory)

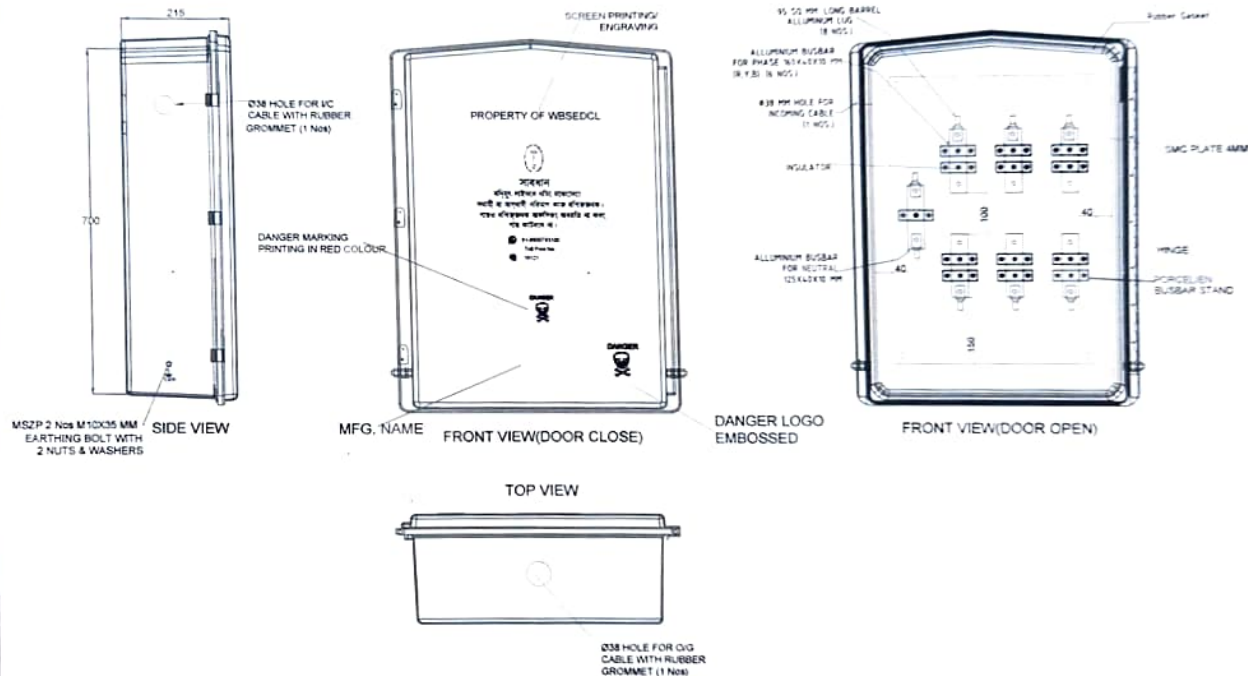
Name:

Designation:

Seal:

ALL DIM IN mm

Drawing is indicative purpose only



**NOTE:-**

1. MADE OUT OF (THERMOSETTING PLASTIC) SHEET Moulding Compound BY THE PROCESS OF HOT PRESS COMPRESSION Moulding CONFIRMING TO IS 13410
2. SMC BASE OR DOOR SHALL NOT SOFTEN OR BEND ON HEATING
3. DOOR FITTED TO BASE BY STRIP HINGES & DOOR CLOSING CLAMP
4. DIMENSIONS - H-700 mm, W-480 mm, D-215 mm
5. COLOUR - OFF WHITE
6. THICKNESS - Load bearing side 3.00mm & other side including cover 2.00mm

TOLERANCE -  $\pm 0.5$  IN ALL DIMENSIONS

| DESCRIPTION                    | QTY | UNIT | REMARKS |
|--------------------------------|-----|------|---------|
| 1. SMC BASE                    | 1   | NO.  |         |
| 2. SMC DOOR                    | 1   | NO.  |         |
| 3. RUBBER GASKET               | 1   | NO.  |         |
| 4. ALUMINUM BUSBAR FOR PHASE   | 1   | NO.  |         |
| 5. ALUMINUM BUSBAR FOR NEUTRAL | 1   | NO.  |         |
| 6. INSULATOR                   | 1   | NO.  |         |
| 7. RIBBON CABLE                | 1   | NO.  |         |
| 8. PORCELAIN BUSBAR STAND      | 1   | NO.  |         |
| 9. HINGE                       | 1   | NO.  |         |
| 10. LATCH                      | 1   | NO.  |         |
| 11. RUBBER GROMMET             | 1   | NO.  |         |
| 12. STRIP HINGE                | 1   | NO.  |         |
| 13. DOOR CLOSING CLAMP         | 1   | NO.  |         |
| 14. 500 PLATE                  | 1   | NO.  |         |
| 15. ALUMINUM LUG               | 1   | NO.  |         |