



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED  
( A GOVT. OF WEST BENGAL ENTERPRISE )

REGIONAL OFFICE : BURDWAN

New Administrative Building (1<sup>ST</sup> Floor), Power House Complex : Purba Bardhaman - 713101.

**WBSEDCL**

**NOTICE INVITING TENDER**

N.I.T. No: RM/BDN(E)/CIVIL/e-TENDER/2025-26/ 56/ 221

Dated: 14.01.2026

On line tender (e-Tender) in two parts (Part-I : Techno-Commercial Bid, Part-II : Financial Bid) are invited by the S.E. & Regional Manager, WBSEDCL, Purba Bardhaman Region, New Administrative Building, 1<sup>st</sup> Floor, Power House Complex, Dist. Purba Bardhaman from experienced, resourceful, bonafied & working agencies of WBSEDCL /WBSETCL /WBPDC /Central Govt. /State Govt. /Semi - Govt. /Undertaking for the following work.

Sl. No.	Tender Notice No.	Name of the work	Tendered Cost (Rs.)	Completion Time	Earnest Money (Rs.)
1.	RM/BDN(E)/CIVIL / eTender/2025-26/56/221 Dtd. 14.01.2026	Repair & maintenance of control room Building, Boundary wall, SWYD Fencing and 11 kv yard casting by PCC, cover slab, pathways and other necessary work at Paharhati 33/11 KV Sub-Station under Memari (D) Division.	1512170.00 (Including 1% cess)	03 (Three) months	30243.00



**WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED  
( A GOVT. OF WEST BENGAL ENTERPRISE )**

**Regional Office : Purba Bardhaman Region**

**WBSEDCL**

**New Administrative Building (1<sup>st</sup> Floor), Power House Complex : Purba Bardhaman., - 713101.**

**Schedule of Key Dates**

SL. No.	Particulars		Date & Time
1.	Date of uploading N.I.T & other Documents (online) (Publishing Date)	:	16.01.2026 at 11.00 hours
2.	Document download /sell start date (Online)	:	16.01.2026 at 11.00 hours
3.	Pre-bid meeting in the Chamber of, Regional Manager, WBSEDCL : BURDWAN New Administrative Building(1 <sup>st</sup> Floor) ,Power House Complex, Dist._Purba Bardhaman - 713101	:	20.01.2026 at 11.00 hours
4.	Bid submission upload start date (online)	:	16.01.2026 at 11.00 hours
5.	Documents sell/download closing date(online)		02.02.2026 up to 16.00 hours
6.	Last date of online submission of Technical Bid and Financial Bid.		02.02.2026 up to 16.00 hours
7.	Opening of Technical Bid at the office of the Regional Manager, Purba Bardhaman Region, WBSEDCL. (online).	:	05.02.2026 after 16.00 hours
8.	Date of uploading the Final list of Technically qualified Bidders after Technical proposal evaluation (online)	:	To be intimated later <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> .
9.	Date for opening of Financial Bid ( online)		To be intimated later <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a> .

10.	Validity of offer	:	180 days w.e.f the date of opening of financial bid.
11.	Completion Period of the work	:	03(Three) months w.e.f the date of handing over the site.
12.	Maintenance Period or the Defect Liability Period.	:	06 (six) months from the date of completion of works.
13.	Financial Bid	:	Rate shall be quoted in percentage above/ less/ at par against the Estimated value in the BOQ.
14.	Online Bid Submission	:	The Bidders are required to submit the Technical and Financial Bid documents through only ONLINE i.e. uploading the documents complete in all respect by maintaining the Online Bid submission procedure through the Website <a href="http://www.wbtenders.gov.in">www.wbtenders.gov.in</a>
15.	These procedure will be followed	:	<ul style="list-style-type: none"> <li>Names of the technically qualified bidders as per the bid criteria after verification with original &amp; evaluation will be displayed in the e-portal &amp; this office notice board.</li> <li>The financial bid documents of the technically qualified bidders will only be opened.</li> <li>List of Financial comparison chart of bidders will be published on the next day after opening. WBSEDCL reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason's whatsoever.</li> <li>To keep the Construction in good condition during the Maintenance Period after the completion of the construction work if any additional/ excess work is required over the stipulated quantity in the schedule for routine maintenance work, the same will be treated as defect liability and the Contractor has to do the maintenance work at his own cost.</li> <li>The intending bidders are requested to inspect the work site, drawings, Technical specifications which are available at the office of Tender inviting authority before quoting their rates.</li> </ul>

## **INVITATION TO BID**

### **1.0 SCOPE OF WORK :**

The specification/contract is intended to cover execution of civil work proposed for "Repair & maintenance of control room Building, Boundary wall, SWYD Fencing and 11 kv yard casting by PCC, cover slab, pathways and other necessary work at Paharhati 33/11 KV Sub-Station under Memari (D) Division." in the district of Purba Bardhaman and any other works required for completion of the works in all respect as per technical specification, schedule of works and approved drawings.

### **2.0 REQUEST FOR TENDER :**

Tender paper will be available at the Websites [www.wbtenders.gov.in](http://www.wbtenders.gov.in).

### **3.0 SUBMISSION OF TENDER:**

The tender will be submitted in two bid systems i.e. Techno-Commercial bid & Financial bid online, only through the Website [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

### **4.0 ELIGIBILITY CRITERIA OF THE BIDDER:**

#### **4.1 Technical :**

A bidder shall be considered technically eligible, with experience of having successfully completed similar works during last 7 years subjected to fulfilment of the following criteria:

- a. Three similar completed works costing not less than the amount to 40% of the estimated cost i.e which comes to Rs. 6.04 Lakhs.

OR

- b. Two similar completed works costing not less than the amount to 50% of the estimated cost i.e which comes to Rs. 7.56 Lakhs.

OR

- c. One similar completed works costing not less than the amount to 80% of the estimated cost i.e which comes to Rs. 12.09 lakhs.

The work "similar" shall mean similar type of work like foundation work, reinforcement, concreting works, Earth work etc that contributes toward major financial involvement of the bid. In case of job with combination of different types, eligibility requirement will be from "Must conditions"

#### **4.2 Commercial & Financial :**

- 4.2.1 The average annual turnover of the bidder during last three years 2022-23, 2023-24 & 2024-25 shall not be less than 30% of the estimated cost. i.e which comes to Rs. 4.53 lakhs.

- 4.2.2 The working capital and credit facility taken together in the year, proceeding the year of bid submission shall not be less than 30% of the estimated cost i.e which comes to Rs. 4.53



Lakhs. (Financial Capability proof certificate from bankers, one year from date of Publication of NIT).

- (a) In case of documents certifying credit facility from a schedule Banks submitted, the requirement given in sl no.4.2.2 shall be judged by adding available credit facility and working capital taken together.
- (b) Annual Audited financial report for last 03 (three) years to be submitted for verification in respect of bidders for whom audit of accounts is mandatory. For those whose audit of accounts is not mandatory, they shall submit copy of IT returns along with related enclosures Form 3CA and Form 3CB) for last five years.

**4.3 The Bidder must include following documents to substantiate the qualifying requirement such as:**

- 4.3.1. Monetary value of similar work performed by the bidder in last five years (copy of order and completion certificate to be enclosed). **(Annexure-II)**
- 4.3.2. Major items of construction equipment proposed to carry out the contract. **(Annexure-III)**
- 4.3.3. Qualification and experience of key site management and technical personnel proposed for the contract. **(Annexure-IV)**
- 4.3.4. Reports on financial standing of the bidder, such as profit and loss accounts & balance sheets and Auditor's report etc. for last 03(Three) years i.e. 2022-23, 2023-24 & 2024-25 and I.T. return for last three years should be uploaded.
  - (a) Bid document shall be sold to all the intending bidders, without verification of documents. Verification shall be made during Techno-commercial scrutiny.
  - (b) Tender document shall not be issued /sent by post/courier
- 4.3.5. Information regarding any litigation, current or during last five years in which the bidder is involved, the parties concerned and the disputed amount.
- 4.3.6. Photocopy of following documents:
  - i) P. Tax with valid certificate.
  - ii) ESI registration wherever applicable with latest challan.
  - iii) Copy of I.T return for last three financial years, PAN Card.
  - iv) G.S.T. Registration No. Along with G.S.T. IN No.
  - v) E. P.F Registration No. along with latest challan.

Photocopies of all documents should be self authenticated.

- 4.4 Notwithstanding anything stated above, the owner (WBSEDCL) reserves the right to assess the capacity and capability of the bidder to execute the work, should the circumstances warrant such assessment in the overall interest of the owner.
- 4.5 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have,
- 4.6.1. Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualifying requirements and/or
- 4.6.2. Record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completions, litigation history or financial failure.
- 4.7 **One self declaration will have to be uploaded online mentioning the correctness of the documents uploaded along with this tender.**

**5.0 Pre-Bid Meeting :**

5.1 Pre bid meeting will be held on 20.01.2026 at 11-00 hours at the Chamber of Regional Manager, Regional OFFICE, WBSEDCL : BURDWAN, New Administrative Building(1<sup>st</sup> Floor) ,Power House Complex, Dist. Purba Bardhaman – 713101

- 5.2 Any change in date shall be available in website of [www.wbtenders.gov.in](http://www.wbtenders.gov.in).
- 5.3 Non attendance at the Pre-bid meeting will not be a cause for disqualification of bidders.
- 5.4 If there be any discrepancy or obscurity in the meaning of any clauses of the bid document or if there be any query of the intending bidder, the bidder may submit their queries to the tendering authority on or before 20.01.2026. The clarification given in the pre-bid discussion shall be final and binding on the bidder, being a part of the original Bid Documents.

**Note:**

1. WBSEDCL reserves the right to reject or accept any Bid or part thereof or all Bids received at its sole discretion without assigning any reason(s) whatsoever.
2. WBSEDCL reserves the right to go to divisible contract, if necessary.
3. WBSEDCL is not necessarily bound to accept the lowest offer.
4. No Cost of the tender Documents have to be deposited.
5. No interest shall be payable for Bid Guarantee/EMD.
6. Any extraneous conditions will be treated as non-responsive.
7. The Bids must be submitted in prescribed proforma only, where indicated i.e. Annexures, BOQ and Rate.

9. Bidders shall ensure that all pre-requisites are duly fulfilled by them and if there be any dispute regarding non-submission of any document, WBSEDCL reserves the right to cancel the Bid unilaterally without assigning any reasons.
10. The bidder is expected to examine carefully all instructions, conditions, forms schedules terms, annexure, specifications and drawings of the bidding document. Bids, which are determined to be not substantially responsive to the requirement of the bidding document, may lead to rejection.
11. A bidder desirous of taking part in a tender invited by offices of WBSEDCL shall login to the e-procurement portal of Government of West Bengal <https://wbtenders.gov.in> using his login Id and password.
12. The bidder shall select the tender to bid and initiate payment of EMD. Following payment options are available for paying EMD amount through online mode.
  - a. Net-banking through Payment Gateway.
  - b. **RTGS/NEFT Payment:** On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account. Once the payment is made, the bidder will come back to the e-Procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.
13. **General Instructions for Online payment:**
  - The bidder will have to mandatorily pay through Net-banking facility once Net-banking is opted for payment.
  - Status of NEFT/RTGS payment through Challan for a bid may take time for bank settlement which is updated in 24 Hrs.(Aprrox). As such bidders opting to pay through NEFT/RTGS mode shall make payment well before 24 Hrs. to avoid any complicity.
  - In case actual EMD amount as per NIT is more than the one shown in E-tender portal, bidders will have to opt for NEFT/RTGS mode (Challan mode). In that case the **total actual EMD amount** is to be paid only through NEFT/RTGS mode (Challan mode).
  - The Bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.



**14. Refund/ Settlement of EMD Amount:-**

- For unsuccessful bidders, EMD amount submitted against the tender shall be refunded automatically, through an automated process, NIC portal on receipt of uploaded status of any bid.
- For successful bid(s), EMD will be refunded from WBSEDCL authority after completion of tendering process and following due procedures.
- The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.
- For any queries related to payments and refunds, bidders will have to communicate with ICICI customer Support, Viz, 033-40267512/13 since payment gate facility used by E-tender portal is maintained by ICICI.

**15. Successful bidder(s) shall have to mandatorily create vendor id through WBSEDCL Web Portal Vendor Corner, if not created earlier.**



**(G. Dutta),  
SE & Regional Manager,  
Purba Bardhaman Region, WBSEDCL**






N.I.T. No: RM/BDN(E)/CIVIL/e-TENDER/2025-26/56/ 221(1-11) Dated : 14.01.2026

**Copy forwarded for kind information and necessary action please to:**

1. The Chief Engineer(Dist.south), WBSEDCL,Vidyut Bhawan,1<sup>st</sup> fl,kol-91.
2. The Zonal Manager, Burdwan (D) Zone, WBSEDCL.
3. The SE(Civil), Burdwan (D) Zone, WBSEDCL.
4. The Sr.Manager (F&A), Purba Burdwan Region, WBSEDCL
5. The Manager (HR&A), Purba Burdwan Region, WBSEDCL.
6. The Divisional Manager, Memari Division, WBSEDCL
7. The AE(Civil), Purba Burdwan Region, WBSEDCL.
8. The Asstt. Manager (F&A), Memari Division, WBSEDCL.
9. The Asstt. Manager (HR&A), Memari Division WBSEDCL.
10. Tender file
11. Notice Board- Burdwan Zone / Purba Bardhaman Region / Memari Division WBSEDCL.
12. Office copy.

  
Regional Manager,Burdwan Region  
W.B.S.E.D.C.L.

  
14.01.26



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED  
( A GOVT. OF WEST BENGAL ENTERPRISE )  
BURDWAN REGIONAL OFFICE  
1<sup>st</sup> FLOOR, NEW ADMINISTRATIVE BUILDING, BURDWAN POWERHOUSE  
COMPLEX, BURDWAN, DIST. PURBA BARDHAMAN PIN:-713101.

**GENERAL CONDITIONS OF CONTRACT AND  
SPECIFICATION FOR CIVIL WORKS**

- 1) The bidders shall have to quote their rates in percentage above/below or at par with the departmental estimate, both in figures and in words. All recordings shall be made in English only.
- 2) Acceptance of the tender shall rest with the Company or its representatives who do not bind itself to accept the lowest tender and reserves the right to reject any of all the tenders received without assigning any reasons thereof or to split the work to more than one contractor.
- 3) Canvassing in any form in connection with the tenders is strictly prohibited. Tenders of such contractors who resort to canvassing will be liable to rejection.
- 4) The bidders shall have to upload attested photocopies of profession tax, PAN Card, G.S.T registration No..E.P.Registration Certificate along with latest challan. Trade license.
- 5) The tenders shall remain valid for a period of 180 (one hundred and eighty) days from the date of opening of financial bid subject to extension of validity as per mutual consent of both the bidder & the Company.
- 6) In the event of the tender being submitted by a firm, it must be signed by each partner thereof or by a person holding power of attorney authorizing to do so. Documentary evidences to that effect shall have to be enclosed with the tender. In case of sole proprietorship firm /individual too, Documentary evidences to that effect shall have to be enclosed with the tender.
- 7) **Earnest money**:-Earnest Money Deposit (EMD) in e-Tendering process will be collected and refunded in online mode through <https://wbttenders.gov.in> via dedicated bank account maintained at Corporate Level instead of depositing Bank Draft /Pay Order/Banker's Cheque to the tender inviting authority.  
The bidder shall select the tender to bid and initiate payment of EMD. Following payment options are available for paying EMD amount through online mode.
  - i. Net-banking through Payment Gateway.
  - ii. **RTGS/NEFT Payment**: On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account. Once the payment is made, the bidder will come back to the e-Procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.
- 8). **General Instructions for Online payment:**
  - The bidder will have to mandatorily pay through Net-banking facility once Net-banking is opted for payment.
  - Status of NEFT/RTGS payment through Challan for a bid may take time for bank settlement which is updated in 24 Hrs.(Aprrox). As such bidders opting to pay through NEFT/RTGS mode shall make payment well before 24 Hrs. to avoid any complicity.

- In case actual EMD amount as per NIT is more than the one shown in E-tender portal, bidders will have to opt for NEFT/RTGS mode (Challan mode). In that case the **total actual EMD amount** is to be paid only through NEFT/RTGS mode (Challan mode).
- The Bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.

9) **Security Deposit:-**

The security deposit will be deducted from each RA Bills/Final Bill till 10% of total executed value of the work would be recovered as security deposit thus retained will be released after satisfactory completion of the entire work in all respect, settlement of final payment and on rectification of defects within liability period of 06(Six) months from the date of completion. No claim shall be made against WBSEDCL in respect of interest on security deposit.

10) **Definition of term:-**

(a) Company : "Company" shall mean the West Bengal State Electricity Distribution Company Limited having its office at Vidyut Bhaban, Block-DJ, Sector-II, Kolkata-700091 and shall include its successors and assigns.

(b) Engineer : "Engineer" means the Controlling Officer of the work and/or his authorized representatives.

11) **Scope of work:-**

The contract comprises of construction, completion and maintenance of the work, as required including provision of all labour, materials, constructional plant, temporary work and everything whether a temporary or permanent nature required for such construction, completion and maintenance so far as the necessity of providing the same is specified in of responsible to be inferred from the contract.

12) **Contract agreement & Indemnity Bond:-**

A formal agreement & Indemnity Bond will be entered into between the contractor (bidder) and the WBSEDCL for proper fulfillment of the contract as per proforma attached herewith. Copies of NIT, tender documents, letter of intent/order and schedule of works form part the agreement.

13) **Contractor's visit to site before submission of tender:-**

The bidder shall inspect and examine the site and its surroundings before submission of his tender and shall satisfy himself about the nature of the site and work, materials required for the work, means to access the site, accommodation that may be required for his men and in general shall himself obtain all necessary information regarding risks, contingencies and other circumstances which may influence and effect his tender executed and any other land or place provided by the Company for the purpose of this contract.

14) **Quoted rate:-**

The rate Quoted by the bidder on the percentage basis (in format **BOQ**) shall be firm and valid throughout the contract period including extended time, if any, approved by the Company without any escalation in rates. Such quoted rate shall include all taxes, duties, incidental charges, royalty & cess for minor materials, contribution for provident fund, insurance for workmen's compensation etc. excluding G.S.T. The Company reserves the right to ask the bidder to submit analysis of his quoted rate after opening of the tenders.

15) **Correctness & sufficiency of rates :-**

The bidder shall be deemed to have satisfied himself before tendering about the correctness & sufficiency of his tender and rates & prices stated in the schedule of works. The rates & prices quoted shall cover all obligation of the bidder under the contract and all materials necessary for proper fulfillment of the contract.

16) **Work programme:-**

Within 30 (thirty) days of issue of order/letter of intent, the contractor shall submit a programme showing the order, procedure and method for carrying out the work.



17) **Labour License:-**

The contractor shall furnish labour License against the mentioned work after placement of LOA/PO.

18) **Contractor's staff, at site:-**

The contractor shall provide at site an authorized representative duly approved by the controlling officer. Approval may be withdrawn for a particular person, if felt necessary by the controlling officer. The contractor and/or his authorized representative shall be constantly at the work and shall give their whole time for supervision of the work. Such authorized representative shall have to receive any instructions from the Controlling Officer and/or his representatives.

19) **Removal of contractor's men from site:-**

The controlling officer/Engineer in-charge shall be at his liberty to ask the contractor to remove from site any person(s), employed by the contractor in the execution of works, who in the opinion of the Controlling Officer/Engineer in-charge misconducts himself or is incompetent or negligent towards proper fulfillment of the contract. Such person(s) shall not be engaged again in the work without permission of the controlling officer/Engineer in-charge.

20) **Setting out:-**

The contractor shall be responsible for true & proper setting out of the works and for correctness of the position, levels, dimensions & alignments of all parts of the work. If at any time during progress of the work any error appears in the position, levels, dimensions & alignments, the contractor shall at his own cost & responsibility rectify such errors to the satisfaction of the Controlling Officer.

21) **Protection of works:-**

The contractor shall provide and maintain at his own cost all lights, guards, fencing & watching wherever necessary or required by the Company or any other competent authority for protection of works and/or for safety & convenience of the public or others.

22) **Care of work :-**

The contractor shall take full responsibility and care thereof for all permanent/temporary works and also any adjoining works/properties or persons. In case of any damage, loss or injury to the same due to any reasons whatsoever, he shall repair and make good the same at his own cost.

23) **Liquidated damage :-**

If the contractor fails to complete the work within the allotted time or extended time approved by the Company, then he will have to pay to the Company a sum amounting to 1/2% (half percent) of the original ordered value of work as liquidated damage for delay of each week or part thereof subject to a maximum of 10% (Ten percent) of the original ordered value of work. The Company may without prejudice to any or all other methods of recovery deduct the amount of such damage from any money in their hand or may become due to the contractor. Payment of such damage will not relieve the contractor from the obligation to complete the work or any other obligations under this contract.

24) **Stoppage of work:-**

The Board shall not be responsible or liable to pay any compensation for any interruption in the work due to strike, lockout, riot, natural calamities, civil commotion or any other force of incident or due to any other reason beyond its control including resistance from the local public towards execution of work.

25) **Payment of bills:-**



Measurement of works executed will be taken by the Engineer in-charge or his representative jointly with the representative of the contractor and will be recorded in the excel sheet. Bill will be prepared in the excel sheet well as in the prescribed format of the Company by the Engineer in-charge or his representative and the same after due checking and certification by the Controlling Officer will be sent to the paying authority for releasing the payment.

26) **Termination of contract:-**

If the contractor fails to start the work within a month from the date of issue of the order/LOI as the case may be, the Company will have the right to terminate the order/LOI without any notice to the contractor. If the contractor fails to proceed with the work, proportionate to the time of completion of the work or fails to complete the work within the allotted time or extended time approved by the Company, the Company will have the right to terminate the order/LOI after giving notice to the contractor in this regard. If the contractor fails after 14 (fourteen) days' of issue of such notice to proceed with the work in the manner specified, the Company will terminate the order/LOI and call the contractor to take joint measurement of the finished portion of the work. If the contractor fails to appear in the joint measurement, ex-party measurement taken by the Company will be taken as final and binding upon the contractor. If the contract is terminated as above, the contractor will have no claim for compensation against the Company. The Company will have the right to engage any other contractor to complete the work and any extra cost incurred by the Company to get the work completed in all respect will be realized from the pending bill(s) and/or security deposit of the original contractor for this contract or any other contract under the Company.

27) **Guarantee:-**

The contractor shall guarantee the executed work for a period of 06(Six) months from its actual completion. If any defect in the executed work is detected during this guarantee period, the contractor will have to rectify or replace the same at his own cost and responsibility within 15 (fifteen) days' from the date of intimation from the Company in this regard. If the contractor fails to carry out such rectification, the Company shall have the right to engage any other contractor for such rectification and any extra cost incurred by the Company for such rectification will be realized from the pending bill(s) and / or security deposit of the original contractor for this contract or any other contract under the Company.

28) **Variation of works :-**

Quantities of various items appearing in the schedule are tentative and may vary to any extent of quality or quantity or may be deleted altogether if felt necessary by the Engineer in-charge and the contractor shall execute the same as per instruction of the Engineer in-charge. However no variation shall be made by the contractor without instruction of the Engineer in-charge. The quoted rate of each item shall remain firm as long as variation in the total value of work executed under this contract including Supplementary items, if any remains within  $\pm 25\%$  of the ordered value.

29) **Rates for supplementary items:-**

The contractor shall have to execute any item(s) not included in the enclosed schedule of works, if so advised by the Engineer in-charge. Rates of such supplementary items will be decided in the following manner: -

- (a) Rates for all extra items will normally be decided on pro-rata basis from existing item's of the contract.
- (b) When sl. no. (a) above is not applicable, rates will be taken from the relevant PWD (WB) schedule of works as on 01.11.2017 and corrigenda with contractual premium as per contract.
- (c) When neither sl. no. (a) nor sl. no. (b) are applicable, rates will be analyzed from present market rates of different elements involved in the items (based on bonafied documents to be submitted by the contractor) with contractual profit @ 10%. In this case, contractual premium will not be applicable.

30) **Facilities to other contractors:-**

The contractor shall provide all reasonable facilities for all other contractors' employed by the Company within or near the work site for any other works.

31) **Clearing site after completion of work:-**

On completion of the work the contractor shall clear away and remove from the site all constructional plants, surplus materials, rubbish and temporary works of every kind and leave the site in clean & tidy condition to the satisfaction of the Engineer-in-charge.

32) **Night & holiday work:-**

None of the permanent works related with the contract shall be carried out during night or on Sunday or other holidays without written permission of the Engineer-in-charge.

33) **Materials:-**

All materials, equipments, tools and tackles etc. required for the work shall be supplied by the contractor. The materials shall be of tested and approved quality. The Controlling Officer/Engineer in-charge reserves the right to ask the contractor to test any material, if felt necessary by him. In that case the contractor will have to take appropriate action as advised including bearing the cost of testing and other incidental charges in this respect. If any material is found not up to the mark in the opinion of the Controlling Officer/Engineer in-charge, he shall have the right to order for removal of such materials and the contractor will have to remove the same from site within 24 hours at his own cost.

34) **Drawing -**

The work shall do earned out strictly as per Instruction of the Controlling Officer/Engineer in-charge in accordance with the drawings issued by him for the work and also the specifications & schedule of works.

35) **Extension of completion time:-**

An extension of completion time without imposition of liquidated damages may be sanctioned by the Company for delay in completion of the work provided there is no fault whatsoever on the part of the contractor for such delay. Such extension may be granted on the basis of necessary prayer to be submitted by the contractor who will have to satisfy the Company that the delay in completion of the work is unforeseen and beyond his control.

36) **Submission of Bids**

**ONLINE BIDS:** Online Tenders can be submitted by logging in [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

**ONLINE BID SUBMISSION:** The Bidders are required to submit the Technical and Financial Bid documents ONLINE by following the Online Bid Submission procedure.

37) Techno-Commercial Bid will be submitted with followings:

- i) Filled up Annexures (Except Annexure-V).
- ii) Signed Bid documents along with NIT.

38) The rates offered by the tenderer for the above tender work should be final and shall include all the future provisions and claims whatsoever, covering the entire period of execution of contract. No extra claim whatsoever, will be entertained by the company during the period of execution and in future.

39) The successful Tenderer when awarded with the execution Order must keep a side order book/instruction book, page in triplicate, at site duly signed & certificated by both the Controlling Officer



and the Supervising Officer of the work from the date of hand over of the site by the department/taking over the site by the said tenderer. The said site Order book should always kept ready at hand at site and to be produce on demand at any time to the W.B.S.E.D.C.L.' Official on visit.

40) In respect of order, the contractor shall have to execute an agreement & indemnity bond as standard format of W.B.S.E.D.C.L. within 10(days) from the date of receipt of Order in a non judicial stamp paper of value of each Rs.100 (one hundred) only.

41) The contractor having separate P.F. Code no. , shall have to pay contribution towards Provident Fund (both employees share & employers share) as per Provident Fund and Misc. Act. 1952. Documentary evidences must have to produce in support of such payment before preparation of R.A. Bill and Final Bill. W.B.S.E.D.C.L. will not take any responsibility towards payment of such contribution.

42) Payment of minimum wages is obligatory as prevailing Acts. The contractor shall have to make payment as per said Acts. W.B.S.E.D.C.L. will have the right to check the payment register for checking such payment, if necessary.

43) Copy of Insurance Policy covering all the workers so engaged in the work as per Workmen's Compensation Act,1923 are to be submitted along with the list of working personnel before taking over the site. If the same is not ready before taking over the site, the same are to be submitted and no R.A. Bill will be made without the same documents.

44) G.S.T will be applicable as per exiting Finance Act; Govt. of India and it will be paid extra.

**45) Additional Performance security:-**

a) Additional Performance security equal to 10% of the ordered value for bid of the items having variation of -20% to -50% of the estimated rate should be furnished in the prescribed format, within a period of 30days from the date of issuance of the Purchase Order.

b) Additional Performance security equal to 20% of the ordered value for bid of the items having variation of -50% to -80% of the estimated rate should be furnished in the prescribed format, within a period of 30days from the date of issuance of the Purchase Order.

**45) TIE BID:-**Keeping the discovered L1 rate as ceiling, sealed bids may be invited from all the bidders and out of those the Lowest one may be selected.

**46) LITIGATION/ARBITRATION AGAINST WBSEDCL:-**The bidder should submit the declaration in prescribed format under the Form Folder(Form XI) in their letterhead regarding no legal litigation against WBSEDCL is pending in any court/Forum against/ by the bidder or its sister concern/ Director/Partner/Proprietor. If any type of legal litigation/arbitration against WBSEDCL is pending in any court/Forum against/ by the bidder or its sister concern/Director/Partner/Proprietor, then purchaser reserve the right to reject their bid/termination of the contract.

**47) Holiday Listing:-**Every bidder shall, at the time of submission of bid, have to submit a declaration in prescribed format under the Form Folder(Form IX) in their letter head that the bidder has not been placed on Holiday list/Blacklist/Blacklisted by WBSEDCL/Statutory/Regulatory/Government Authorities/State Electricity utility/PSU. If the bidder is a proprietary concern, the proprietor shall also give a declaration in prescribed format under the FormFolder(FormX) in their letter head at the time of submission of bids that none of the others concerned of which he is a proprietor or Managing Partner, has been placed on holiday list/blacklist by WBSEDCL/Statutory/ Regulatory/ Government Authorities/ State Electricity Utility/PSU. In case the declaration of a party indicates that either the Company or a Proprietorship concern of the same proprietor or a partnership firm in which the Proprietor is also a managing Partner has been placed on Holiday/Blacklist by WBSEDCL/Statutory/Regulatory/Government Authorities/State Electricity utility/PSU, the party shall be put on holiday list and further action as per clause 8 of Annexure-A Holiday Listing List will be taken.



**WBSEDCL**

WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED  
( A GOVT. OF WEST BENGAL ENTERPRISE )  
REGIONAL OFFICE : Purba Bardhaman  
ADMINISTRATIVE BUILDING (1<sup>st</sup> Floor), POWER HOUSE COMPLEX  
DIST. PURBA BARDHAMAN PIN: - 713101.

**Declaration of the bidder**

Prior to submission of my/our tender for the subject work, I/we have inspected the site of the said work, made myself/ourselves fully acquainted with the nature of work local conditions all other factors which may effect/influence my/ our tender. I/we have also carefully gone through the tender conditions & specifications of work and the following document-

- a) Drawings, sketches etc. related with the work.
- b) General conditions of contract and standard specification for civil works of the Board.
- c) Special terms & conditions of contract of this work, if any.
- d) Schedule of works.

My/our tender is submitted taking into consideration all the factors which may effect/influence the work and if the same is accepted by the Company, I/we shall follow all conditions of the tender & other documents and complete the work true to the specification, drawing & instruction of the Company.

My/our tender will remain valid for 180 (One hundred eighty) days from the date of its opening of financial bid subject to extension of validity as per mutual consent of both the parties.

-----  
(Bidders Signature & Name with Seal)



## **ANNEXURE – I**

### **STATEMENT ON ANNUAL TURNOVER FROM CONTRACTUAL BUSINESS**

This is to certify that the following statement is the summary of the audited Balance sheet arrived from contractual business in favour of ..... for the three consecutive years.

Sl. No.	Financial		Remarks
	Year	Turnover (rounded off)	
1.			
2.			
3.			
Total			
Average Turnover			

**Note:**

i) Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.

ii) Average turnover for 3 years is to be obtained by dividing the total turnover by 3(three).

***(Bidders Signature & Name with Seal)***

**ANNEXURE-II**

**EXPERIENCE PROFILE**

**Name of the Firm:**

**LIST OF WORKS COMPLETED WHICH ARE SIMILAR IN NATURE AND EXECUTED DURING THE LAST SEVEN YEARS IN ANY GOVT. DEPARTMENT / GOVT. UNDERTAKING / STATUTORY BODY UP TO AVALUE OF 80% OF THE ESTIMATED VALUE PUT TO TENDER**

<b>Name of Employer</b>	<b>Name, Location &amp; nature of work</b>	<b>Contract price in Indian Rs.</b>	<b>Work Order Date</b>	<b>Date of completion of work as per work order</b>	<b>Actual date of starting the work</b>	<b>Actual date of completion the work</b>	<b>Reasons for delay in completion (if any)</b>

***(Bidders Signature & Name with Seal)***

### ANNEXURE – III

#### Major items of construction equipment

Sl No.	Tools requires for the work	Make	Availability (owned or hired)

*(Bidders Signature & Name with Seal)*

#### **ANNEXURE – IV**

##### **Qualification and experience of key management & technical personnel**

Sl. No.	Personnel	Required Qualification	Minimum Experience	No. Of Persons

***(Bidders Signature & Name with Seal)***



## **ANNEXURE – V**

### **SAMPLE FORMAT FOR AFFIDAVIT**

I, Sri.....,S/o Sri.....,aged.....  
Years, Residing

at....., Proprietor/Partner/Director of.....,  
do hereby

solemnly affirm and declare in connection with "**(NAME OF THE WORK)**" as  
**follows:**

- 1) That I, the undersigned, do certify that all the information furnished & statements made along with the bid documents are true and correct to the best of my knowledge and belief.
- 2) Any departure whatsoever in any form will be considered as breach of contract. In such situation the Department at his liberty may with hold our payment till we rectify the defects or fulfill our contractual obligation. In this connection, authority's decision will be final and binding.
- 3) The undersigned also certifies that neither we have abandoned any work awarded to us, nor any penal action was taken against us by any department. The undersigned also declares that we do not have any running litigation with any department.

***(Bidders Signature & Name with Seal)***

Place:  
Date:

**ANNEXURE – VI**

**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

.....

.....

Ref: 1. NIT

No:.....Dated:.....

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 confirm our acceptance of all the terms and conditions of the NIT document unconditionally.

**Signature of the Tenderer**

**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-X**

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

**Self-declaration by Proprietor of the Bidding Company for not being  
blacklisted/Debarred/Put On Holiday list**

I hereby confirm and declare that, none of the other concerns of which I am a Proprietor /Managing Partner are 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.

Signature of the Proprietor:

Name

Designation:

Seal of the Company:

Date:

**Form-XI**

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

**Declaration regarding no litigation against WBSEDCL**

We hereby declare that, no legal litigation/arbitration is pending/ongoing against WBSEDCL in any court/Forum against/by the bidder or its sister concern/Director/Partner/Proprietor.

If it is found at any stage of tendering, our offer will be rejected and I/We don't have any objection on the same.

Bidder's 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**

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

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

-----

**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: