

NOTICE INVITING TENDER

N.I.T.No.- P-44/2023-24/PC-IV/River Transport

Tenders are invited by the Chief Engineer, Procurement & Contracts Department, WBSEDCL, Vidyut Bhavan(4thFloor), Bidhannagar, Block-DJ, Sector-II, Kolkata-91 through electronic tendering(e-tendering) from resourceful, experienced and reliable transport contractors for arriving at Biennial Rate Contract, River Transportation of various materials and equipments & PCC Poles including loading, unloading, counting and proper stacking.

Estimated cost for the two-year Rate Contract period is Rs. 1 Crore (approx.)

Schedule of Dates for e-Tendering:

Sl. No.	Activity	Date& Time
1	Publishing Date	10.11.2023 at 12.30 Hrs
2	Document Download start date	10.11.2023 at 14.00 Hrs
3	Date of Pre-Bid Meeting	21.11.2023 at 14.00 Hrs
4	Bid submission start date through e-portal	23.11.2023 at 11.30 Hrs
5	Bid submission end date.	04.12.2023 up to 14.00 Hrs
6	Technical Bid opening date	06.12.2023 at 14.00 Hrs
7	Financial Bid opening date	The date & time will be intimated after evaluation of Technical Proposal

Intending bidders desirous of participating in the tender are to log on to the website <https://wbtenders.gov.in> for the tender.

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, Safe script, e-Mudhra). DSC is given as a USB e-Token. After obtaining the Class2 or Class3 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, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given in "Instructions to Bidders".

1. Earnest Money amounting Rs. 50,000/- (Rupee Fifty thousand only) is to be deposited for transportation of all materials / equipment.
 - 1.1. Earnest Money deposit shall be submitted through following online payment modes.
 - 1.2. **Net Banking** through Payment Gateway.
 - 1.3. **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 reasonable time to enable the RTGS/NEFT process to be completed.

2. General Instructions for Online Payment:

- The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.
- Status of NEFT/RTGS payment through Challan for a bid may take time for bank settlement to be updated in 24 Hrs. (approx.). 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.

3. Refund/Settlement of EMD Amount:

- For unsuccessful bidders EMD amount submitted against the NIT shall be refunded automatically after completion of empanelment process against the NIT, through an automated process, by NIC portal on receipt of updated status of any bid.
- The Earnest Money Deposit of the successful bidders will be converted to **Permanent Security Deposit**. **The Permanent Security Deposit** will be refunded to empaneled vendors after expiry of “Total Empanelment Period”.
- The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of “Total Empanelment Period”. 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 gateway facility used by E-tender portal is maintained by ICICI.
4. The tenderer may submit their pre-Bid query within the stipulated date and time through e-mail at **procurementdept@wbasedcl.in**. WBSEDCL shall upload its clarification(s) in the Tender portal prior to the start date of Bid submission. Bidders are requested to go through the clarification(s) prior to submission of their Bid(s)
 5. The bidder shall submit **along with the offer** necessary documents in support of their experience, credential etc. and their Annual Turnover of the last three completed financial years in support of their financial capabilities.
 6. No agent is allowed to participate in the Tender. Original **owner of a boat/ holder of a leased boat** will only be allowed in the tender.
 7. 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.
 8. 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.
 9. Any evidence of unfair Trade Practices including overcharging, price fixing, cartel formation etc. as defined in various statutes, will automatically disqualify the bidders.
 10. WBSEDCL is not bound to accept the lowest bid and reserves the right to cancel any or all the bids unilaterally.
 11. Any bidder against whom FIR/Complaint has been lodged with Police by WBSEDCL shall not be eligible to participate in the bidding process.
 12. 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.
 13. Any further information along with WBSEDCL's Revised Purchase Policy may be had from the website: **www.wbasedcl.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.033-23599786**

INSTRUCTIONS TO BIDDER

1. SCOPE OF WORK:

Scope of work covers River Transportation of various materials and equipments and PCC poles, including loading, unloading, counting, proper stacking and dragging from Ferry Ghat to final job location.

2 ELIGIBILITY CRITERIA:

The Bidder should be:

- a) Owner of boat/persons having leased boats, capable for river transport.
- b) Should have executed at least two separate jobs during any of the two years during 2020-21, 2021-22, 2022-23 under WBSEDCL/WBSETCL/WBPDCL/other Department/Company.
- c) Average Annual Turnover of the 3 (Three) years viz. 2020-21, 2021-22, 2022-23 should be more than Rs. 10 lakhs.

3. DOCUMENTS TO BE SUBMITTED:

- (i) Valid river transport permit as obtained from Panchayet/Zilla Parishad or any recognized body.
- ii) Copies of Transport Orders, Copies of signed Challans in support of work already executed from users at least for two separate work for any of two years 2020-21, 2021-22, 2022-23.
- iii) Related documents regarding maximum permissible carrying load of a boat.
- iv) Statements on Annual turnover for last three financial years (2020-2021, 2021-2022, 2022-2023), duly certified by a Chartered Accountant.
- v) Copies of current P.T. Challan & Photo Copy of PAN CARD (self-attested) GSTIN Certificate & applicable category of GST.
- vi) Profit and loss account.
- vii) Solvency certificate from any scheduled Bank of India.

Relevant particulars in support of the above should be uploaded in the respective folders of thee-bid.

4. 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.

5 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://wbtenders.gov.in>.

6. Digital Signature certificate (DSC):

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

7. The bidder can search and download NIT & Tender Documents electronically from the website mentioned in Clause 4 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

8. VALIDITY OF TENDER AND OFFER:

The offer against tender should remain valid for a minimum period of 180 days from the next day of opening of the tender. However, WBSEDCL, may, on the merit of case, request extension of validity of the offer for a further suitable period without any change in terms & conditions of the offer.

9. EARNEST MONEY :

Earnest Money amounting Rs. 50,000/- (Rupees Fifty thousand only) is to be deposited for transportation of all materials / equipment/PCC Poles.

- 9.1. Earnest Money deposit shall be submitted through following online payment modes.

9.2. Net Banking through Payment Gateway.

9.3. 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 reasonable time to enable the RTGS/NEFT process to be completed.

10. General Instructions for Online Payment:

- The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.
- Status of NEFT/RTGS payment through Challan for a bid may take time for bank settlement to be updated in 24 Hrs. (approx.). 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.

1. Refund/Settlement of EMD Amount:

- For unsuccessful bidders EMD amount submitted against the NIT shall be refunded automatically (except EMD submitted in the form of BG), after completion of empanelment process against the NIT, through an automated process, by NIC portal on receipt of updated status of any bid.
- The Earnest Money Deposit of the successful bidders will be converted to **Permanent Security Deposit**. The **Permanent Security Deposit** will be refunded to empaneled vendors after expiry of "Total Empanelment Period".
- The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of "Total Empanelment Period". 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 gateway facility used by E-tender portal is maintained by ICICI.

12. Submission of Tenders:

12.1 General process of submission

Tenders are to be submitted online through the website <https://wbtenders.gov.in>. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Bidders 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 bidder shall carefully go through the documents and prepare the required documents and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid.

The bidder needs to download the Forms, fill up the particulars in the designated Cell and upload the same in the designated location of Technical Bid. He 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). Bidders should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

12.2 Technical Proposal

The Technical Proposal shall contain scanned copies and/or declarations in the following standardized formats in two covers (folders).

A. Statutory Cover

a) To be submitted in "Drafts" folder

- i. Earnest Money Deposit(EMD):
As prescribe before about payment options in the NIT.

b) To be submitted in "Annexures" folder

- i) Application for Tender (Vide Annexure-I)
- ii) Price Schedule in Un-Priced Condition) Vide Annexure-II)

c) To be submitted in "NIT" folder

- i. Notice Inviting Tender (NIT)
- ii. Addenda/Corrigenda: if any.

Note: Bidders are to keep track of all the Addendum/Corrigendum issued with a particular tender and upload all the above digitally signed along with the NIT. Tenders submitted without the Addendum/Corrigendum will be treated as informal and liable to be rejected.

d) To be submitted in "Forms" folder

- i. Schedule of Bid (Vide Form-I),
- ii. Declaration sheet (Vide Form-II).
- iii. Deviation Sheet (vide Form-III).
- iv. Check List (Vide Form-IV).
- v. Summary statement (Vide Form- V) of Annual Turnover for a period of the last three financial years (i.e 2020-21, 2021-22, 2022-23), certified by the Auditor appointed under Companies Act-2013. In case the bidder is not a company, Turnover Certificate of Tax Auditor may be submitted.
- vi. Statement of Orders executed during the last three financial years. (2020-21, 2021-22, 2022-23. (Form-VI).
- vii. Details of Ownership of boat/holding of a leased boat (Form-VII).
- viii. Proforma for undertaking to be submitted by the Bidders (Vide Form-VIII)).
- ix. Format of letter of Bid. (Vide Form -IX)

(Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder)

Note: Tenders will be summarily rejected if any item in the statutory cover is missing.

B. Non-Statutory Cover (My Document)

i. 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) GSTIN certificate.
- 4) Solvency Certificate from any scheduled bank of RBI (Reserve Bank of India).

ii. Financial information:

Audited Accounts and Audit Report for the years FY 2020-21, 2021-22, 2022-23.

iii. Credential:

- a) Copies of blue books /smart cards of vehicle owned (self-attested), document in support of Insurance coverage, road tax & pollution free certificate.
- b) Copies of Transport Orders, Copies of signed Challans in support of work already executed from users at least for two separate work for any of two years 2020-21, 2021-22, 2022-23.

iv. Declaration:

- a) Choice of work zone

Note: Failure of submission of anyone of the abovementioned documents will render the tender liable to summary rejection.

12.3 Financial Proposal

The financial proposal should contain the following documents in one cover (folder).

Bill of Quantities (BOQ)

The bidder is to quote the rate online through computer in the space marked for quoting rate in the BOQ. (Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder). **Rate should be quoted excluding GST and in % mode**

Quoting rate in inappropriate space shall make the bid liable for rejection.

13. The transporters are supposed to load, unload, count, stack and drag materials/equipments/PCC Poles by their own labour force. The Company will not be responsible for any inflated labour rate which they may have to incur in the event they utilize local labours. The Company will not be responsible for bonus, P.F. and other demands of the labours engaged by the contractors. In no case the Company will be regarded as principal employer of the labours engaged by the transport contractor.

14. PRE-BID QUERY

Intending Bidders should send their Pre-Bid queries through e-mail at Mail ID **procurementdept@wbasedcl.in**. WBSEDCL shall examine those queries and necessary clarifications, if any, shall be up loaded in our website **www.wbasedcl.in**. The Bidder(s) are advised to go through the Pre-Bid clarifications as above, prior to submission of their Bid(s).

5.
(A) **Minimum Chargeable distance:** Minimum chargeable distance of 10 KMS.
(B) **Minimum chargeable unit:**
(C) **Lowest acceptable rate (to be decided by WBSEDCL) may be offered to all techno commercially qualified transporter for execution of work during the tenure of contract period.**

16. **GENERAL INSTRUCTIONS:**

Rates are to be quoted strictly on the basis as indicated in the schedules attached here. Bidders quoting rates on other basis will be rejected. For any doubt or misunderstanding of any clause of this specification, our ACE, PC-IV/Manager (Stores) P&CD may please be contacted for clarification.

17. **DISTRUBUTION OF WORK:**

The Company reserves the right to distribute the order to more than one party and to accept/reject any or all the bidders without assigning any reasons what-so-ever and does not bind itself to accept the lowest offer. Distribution of work on location basis will be welcomed. The intending bidders will have their rights to indicate the choice of places, where he intends to work, but the ordering authority will finally decide to fix up the location of work after analyzing the urgency of work.

18. **PRE-REQUISITION**

All bidders shall ensure that all pre-requisites as mentioned in the Tender Notice and Tender specifications are duly fulfilled by them and if there be any deficiency non-submission of any document, the WBSEDCL reserves the right to cancel the Tender unilaterally.

19. **FORMATION OF CARTEL & PENAL MEASURES:**

Any evidence of unfair trade practices, including overcharging, rate fixing, cartel etc. as defined in various statutes will automatically disqualify the parties with forfeiture of EMD.

Repeated occurrence of such evidence of above bidders may also be viewed seriously by the WBSEDCL authority and penal measures as deem fit would be imposed on such bidders.

GENERAL CONDITIONS OF CONTRACT

1.0. AWARDING OF WORK:

The work will be awarded on rate contract basis for a period of two years. Successful bidders will have to carry out transportation as per order placed by Zonal Manger/Project Manger/ Regional Manger/ Divisional Manager or by any other officer of the Company. In urgent cases the contractors may have to initiate the transportation job within a few hours on receipt of intimation in writing or verbally. The successful bidders must have to maintain an office with Phone, including the Mobile No.

Area of jurisdiction will be North 24 PGS, South 24 PGS and Howrah district within the state of West Bengal.

2.0. PAYMENT:

On completion of transportation of materials against each order the contractors should submit bills in triplicate made out to the paying officer mentioned in the order stated above. The bill should be submitted in triplicate along with necessary documents as indicated in the respective orders with service acceptance number through ERP system.

Payment will be made, within 45 working days, against the transport bills received by paying office and found in order in all respect.

3.0 EMD & SECURITY DEPOSIT:

Earnest money cum enlistment money amounting Rs.50,000/- (Rupees Fifty Thousand only) should be treated as security deposit for successful transporter. Earnest money will be released only after expiry of successful Rate Contract Period. No interest shall be claimed against the company in respect of above deposit. The deposit is liable to be forfeited in case of non-compliance of the terms of rate contract orders within the rate contract period.

4.0 PAN & PTC and GSTIN:

The bidders must submit GSTIN details, copy of PAN CARD and the current Professional Tax challan (duly attested)

5.0 INSURANCE OF TRANSPORTED MATERIAL

The transporters are requested to insure the materials that will be transported. On completion of the successful transportation, the amount of the insurance amount will be reimbursed.

6.0. THEFT DURING TRANSIT: -

In case of theft of WBSEDCL's materials while in their custody, the Company have the right to deduct the cost of materials plus 15.0% (prevailing) Store handling charges and or to debar from the contract in case of or repetitions of such activities, after giving due warning.

7.0 LIQUIDATED DAMAGE & RISK PURCHASE:

If the successful tenderer fails to take up the work on the stipulated date or fails to complete the work within the stipulated period, the Company reserves the right to get the work done by some other contractor and the extra expenditure thus incurred shall be recovered from the defaulting contractor. The Company also reserves the right to cancel the order for delay in execution of work.

In case of failure of transportation by the transporter as per programming, WBSEDCL may, at its discretion resort to Risk Purchase clause as provided in G.C.C at Clause No. 7.0

The materials have to be delivered from the ferry ghat to the final job location within 3 (Three) days. Any delay from the mentioned time period will attract a penalty of 0.25% per day subject to a maximum 5% of the concerned transportation work. The penalty shall be recovered from the outstanding bills/security deposit

8.0. DAMAGE:

The successful tenderers will be responsible for damage / loss of any material/equipment/PCC pole while in their custody or in transit or at the time of loading, unloading, stacking, dragging etc. and shall compensate the Company in full on demand as per cost data.

9.0 LEGAL JURISDICTION :

If any dispute or difference arises with respect to complete the transportation work of the equipment/materials/PCC Poles pertaining to this order or any other terms and conditions of the order including its execution, such dispute/difference shall be subject to settlement under the jurisdiction of Courts in Kolkata only.

10.0 FORCE MAJEURE :

The transporter shall be under no liability if he is prevented from carrying out any of his obligations by reason of war, invasion, act of foreign country, hostilities (whether war declared or not), riots, civil commotion, mutiny, insurrection, rebellion, revolution, accident, earthquake, fires, floods Govt. orders and/or restrictions (except power supply restriction) delay or inability to obtain materials due to import or other statutory restriction and other cause beyond the reasonable control of the supplier. However, such force majeure circumstances are to be intimated immediately and to be established subsequently with proper documents/proofs to the entire satisfaction of the company.

11.0 PAYING AUTHORITY:

AGM (F&A)/DGM (F&A)/ Sr. Manager (F&A)/ Manager (F &A) attached to the respective office placing transportation order shall be the paying authority.

2.0 REIMBURSEMENT OF RIVER TAX:

The Company will also reimburse the River Tax charge against production of original receipt, issued by the appropriate authority. The reimbursement will be made through transport bill.

13.0 WORKMEN'S COMPENSATION FOR ACCIDENT OR INJURY TO ANY WORKMEN.

WBSEDCL shall not be liable for damage or compensation payable as per provision of law in respect of consequence of any accident or injury to any workmen or other person in the employment of the contractor or any member of public. Contractor shall have to pay all claims, demand, proceedings costs, charge any expenses whatsoever in respect thereof or in relation there to.


1/11/25..
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Procurement & Contract Dept.
W.B.S.E.D.C.L.
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