



**West Bengal State Electricity Distribution Company Ltd.**  
(A Govt. of West Bengal Enterprise)  
**Hydel Headquarters**

Fax : 0353-2540597  
Telephone: 0353-2542156  
e-mail: cehwbsedcl@rediffmail.com

Power House Complex,  
2nd Mile Sevoke Road,  
Siliguri, PIN - 734001.

TENDER NOTICE NO. CEH/HRA/2023-24/16

Dated: 09.08.2023

Sealed tenders are invited from bonafide, experienced & resourceful contractors of State/ Central Govt., State/ Central Govt. Undertaking, Statutory Bodies constituted under the statute of Central/State Govt. who have successfully completed at least one similar work within last 5 (five) Years. The work detailed here under.

Sl. No	Name of the Work	Estimated Cost (Rs.)	Earnest Money Deposit (EMD) (Rs.)	Contract Period	Name of the concerned office	Eligibility of Contractor
1.	Annual Maintenance Contract (AMC) of 17 nos AC Machine (13 nos Split & 4 nos Window) installed at Office of the Chief Engineer (Hydel), WBSEDCL, Siliguri	Rs.96,900/- (Ninety Six thousand Nine hundred Only.)	Rs. 2423	2(Two) years from the issuance of work order	Hydel Head Quarters, WBSEDCL, Siliguri	Bonafide, experienced & Resourceful Contractors of State/ Central Govt., State/ Central Govt. Undertaking, Statutory Bodies constituted under the statute of Central/State Govt. who have successfully completed at least one similar work within last 5 (five) years from date of issuance of NIT .

Tender paper for the work may be collected from the office of the undersigned between **11.00 am to 4 pm** on any working day from 11.08.2023 to 18.08.2023 (except Saturday, Sunday & Holidays) on production of required credentials as stated above or may be downloaded from the company's website [www.wbsedcl.in](http://www.wbsedcl.in). The details of 17 nos AC Machine have been appended below:



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Sl No.	Item Description	Location	Qty
1	1.5 Ton, Voltas Make Split Type	Chamber of Chief Engineer (Hydel)	2 Nos.
		Chamber of Additional Chief Engineer (Hydel)	1 Nos.
		Chamber of Dy. CE, HHQ	1 Nos.
		Chamber of A.G.M (F&A), HHQ	1 Nos.
		Adjoining room of HTU in Ground floor	1 Nos.
		Hydel Testing Unit	2 Nos.
2	1.5 Ton, Voltas Make Window Type	Transit Rest Camp	2 Nos.
		Chamber of Chief Engineer (H.P.C)	2 Nos.
3	2 Ton, Voltas Make Split Type	Conference Room	2 Nos.
		UPS Room	1 Nos.

The tender will be issued to parties having copy of GST Registration No, PAN. , Related eligibility documents may have to produce at the time of collection of tender documents for verification, if asked for and the same is to be submitted with tender document.

Intending bidders may visit the site giving prior intimation to the office before submission of tender.

- Earnest Money for **Rs.2,423.00** (Rupees Two thousand Four Hundred Twenty Three only) is to be deposited in the form of Bank Draft / Bankers' Cheque / Pay Order in a separate envelope super scribing as **"EMD against NIT NO.: CEH/HRA/2023-24/ dated .07.2023 "**. **Tender submitted without EMD is liable to be cancelled.**

Tender documents will not be issued / received by post.

- **Date and time of issue of the Tender :-** from 11 a.m. to 4 p.m. during 11.08.2023 to 18.08.2023
- **Last Date and time of receipt of the Tender :-** up to 5 pm on 21.08.2023
- **Date and time of opening of the Tender:-** On 22.08.2023 at 3 pm

The WBSEDCL does not bind itself to accept the lowest rate and reserve the right to reject any / all tender without assigning any reason whatsoever.

**Terms and Conditions:-**

**1. Scope of work:**

The scope of work comprises of annual comprehensive



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Maintenance contract of 10(ten)Nos. 1.5 T Split type, 04(four) nos. 1.5 T Window Type & 3(Three) no. of 2.0 T split type AC Machines in the office of Chief Engineer (Hydel) & attached Transit Camp. It covers the following jobs:

# Routine service and breakdown service. –

Routine service includes routine inspection, checking and servicing of all Air Conditioner at least once in every month, All breakdown calls will have to be attended by the agency as and when required within 24 (twenty four) hours after getting information through telephone / fax /letter etc. All efforts shall have to be made to repair the machines at site. If repairing will be not possible at site then Agency may be allowed to take the unit to their works for repairing job.

# All the Spare parts, Gas filling will be provided free of cost for this AMC work except Rotary compressor and Aluminium Condenser repair/replacement.

**2. Nature of work and required Workmanship:** The work being very precise in nature, competent persons need to be deployed for the work.

**3. Tools & Tackles:** All the tools & tackles required for the job will have to be supplied by the agency.

**4. Transportation:** All sorts of Transportation of the personnel, tools and tackles etc. for attending the job should be made by the agency through its own arrangement.

**5. Risk and Insurance:** The Company will, in no way, be held Responsible/liable for any accident/mishap of any of agency's workmen during execution of the work. Any loss/damage to any equipment of the department, during execution period, will have to be duly compensated by the agency to the entire satisfaction of the Site Engineer/ Controlling Officer of the work. The Agency should arrange necessary insurance for this.

**6. Period of Contract:** The Period of Contract shall be two year from the date of issuance of the work order, which may be extended further for a year, if required, at the same rate, terms & conditions of the order subject to satisfactory performance of the Agency.

**7. Payment:** Payment of bills will be made quarterly against submission of your GST prescribed invoice (incorporating GSTIN No.) in triplicate after satisfactory service report of the Controlling Officer. The GST, as applicable, shall be paid as extra.

**8. Controlling Officer :** The Chief Engineer(Hydel), WBSEDCL, HHQ, Siliguri.

**9. Supervising Officer :** Divisional Engineer(electrical), WBSEDCL, HHQ, Siliguri.

**10. Paying Officer :** The Manager (F&A) and DDO, WBSEDCL, HHQ, Siliguri.

**11. Pro-rata Deduction:** Pro-rata deduction from your bills may be made for not attending the maintenance work by your personnel on any particular day/days during a month. This deduction will be exclusive of any other penalty / L.D / deduction. The rate will be 0.5% of the proportionate fixed monthly cost for each working day subject to maximum of 5% against each call .

**12. Safety Rules:** All the safety rules required for the work shall have to be followed.





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**13. Jurisdiction:** Any dispute between the department and the agency will be exclusively within the jurisdiction of courts located in Darjeeling District or Kolkata High Court.

**14. Liquidity Damage:** In case of delay in execution of maintenance work beyond scheduled time or, bad workmen ship, a liquidity damage @1/2% of the monthly rate will be deducted per week from the bill for a particular month subject to maximum 10% percent of the monthly contract value.

**15. Security Money:** 3%(Three Percent) of the bill amount shall be deducted as security money from each progressive bills. Security money shall be refunded after 06(Six) months from the expiry of the contract. No interest shall be payable for Bid Security / Earnest Money to be submitted along with the bid.

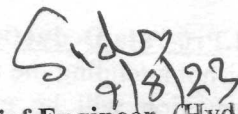
**16. Deduction:** All the necessary statutory deduction i.e. income tax etc. as applicable shall be made as per prevailing statutory norms.

**17. LABOUR RULES :** In respect of all labour directly or indirectly employed on the works by the Contractor, the Contractor shall comply with and implement all the provisions of the Contract Labour(Regulation and Abolition) Act 1970, or any amendment thereof, and all legislations and rules of the State and/or Central Government or other local authority formed from time to time governing the protection of health, sanitary arrangements, wages, welfare and safety of labour employed on the works and the Contractor shall be deemed to be the Principal Employer for this purpose. The rules and other statutory obligations with regard to minimum wages, welfare and safety measures, maintenance of register etc. will be deemed to be part of the Contract. The Contractor will get himself registered with the concerned statutory authorities as provided in the Act and shall be directly responsible to the authorities there under for compliance with the provisions thereof.

**18. Other terms & conditions:** The terms and conditions that are not specifically mentioned will be guided by the rules and regulations of Company's General conditions of Contract.

**19. Price to be quoted in the enclosed Annexure-A.** All the papers enclosed with the tender must be **signed & sealed** by the authorized signatory of the tender.

**20. Any other details may be had from the Divisional Engineer(electrical), WBSEDCL, HHQ, Siliguri.**  
Mob no:8900794006.

  
Chief Engineer, (Hydel)  
Hydel HQ, WBSEDCL