

West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

Hydel Headquarters

Telephone: 0353-2542160
Email:cehydel@wbsedcl.in

2ndMile,Sevoke Road
Siliguri, PIN-734001

Memo No. CEH/E-31A/525

Date: 28.01.2026

SECTION A NOTICE INVITING TENDER

NIT No: - CEH/HHQ/AC/Tender/2025-26/21

Date: 28.01.2026

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 details of work have been detailed here under:-

Sl no.	Name of the Work	Tender fee	Estimated Cost (Excluding GST)	Completion Time	Earnest Money Deposit
1	Annual Maintenance Contract (AMC) of 16 (Sixteen) nos. of Split type A.C. (Air Conditioners) machines installed at the office of the Chief Engineer (Hydel) & attached Hydel Testing Unit and Transit Rest Camp, WBSEDCL, Siliguri, Darjeeling.	NIL	Rs. 94,400/- (Rupees Ninety four thousand and four hundred only)	24 months / 2 years	Rs. 2360/- (Rupees two thousand three hundred sixty) only

1. Intending bidders may submit application with required documents mentioned below for issuance of the tender documents for the above work from the Office of the Chief Engineer (Hydel), Hydel Headquarters, WBSEDCL, 2nd Mile, Sevoke road, Siliguri, on any working day from 28.01.2026 (11:00 hrs) to 06.02.2026 (13:00 hrs) except Saturdays, Sundays, & Holidays.

2. **Eligibility criteria for participation in tender:**

- (i) All categories of intending Bidders who have satisfactorily completed **similar nature of works during last 5 (five) year** under the authority of State/Central Government, State/Central Government Undertaking, Statutory Bodies constituted under the statute of Central/State Government with valid copies required documents.
- (ii) All categories of intending Bidders shall have to submit valid copies
 - a. GST Registration certificate,
 - b. PAN Card,
 - c. Trade License & P. Tax.(Valid P. Tax)
 - d. IT returns (Last 3 years)

Any documents in original if asked may have to be produced at the time of collection of tender documents for verification and a copy of it is to be submitted with the tender document.

3. Neither prospective Bidder nor any of the constituent partners had been barred to participate in any Tender by any Government Department/Semi-Govt./Govt. Undertaking/ Enterprise etc during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. A declaration in this respect shall have to be submitted by the bidder (as per annexure - II).

4. The prospective Bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. A declaration in this respect shall have to be submitted by the bidder (as per annexure - II).
5. Bidders have to quote rates for all of the items as per Price Schedule format in Section-B. Tender documents should be dropped in the tender box in a sealed envelope with tender no. and date of opening prominently written outside the envelope. No conditional / Incomplete Tender will be accepted under any circumstances. In no condition, tender documents will not be issued/ received by post.
6. Intending bidders may visit the site giving prior intimation to the office before submission of tender.
7. Scope of Work:

The Scope of work comprises of Annual Comprehensive Maintenance contract of 12(twelve) Nos. 1.5 T Split type, & 4(four) no. of 2.0 T split type AC Machines in the office of Chief Engineer (Hydel), attached Hydel Testing Unit and Transit Rest 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 / Mobile /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.

8. **Bid Guarantee (Earnest Money deposit):**

The bid must be accompanied by earnest money deposit (EMD) of **Rs.2360** (Rupees Two thousand three hundred and sixty only) for the above mentioned work as bid guarantee, failing which the bid shall be considered as non-responsive and hence liable for rejection. Bid guarantee (EMD) shall be submitted in a separate sealed envelope payable either through **Banker's Cheque (BC)/CTS 2010 compliant Demand Draft (DD)** issued from any scheduled bank approved by RBI in favour of "WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED" payable at Siliguri. Bid guarantee of the successful bidders shall be converted into initial part of security deposit for the contract. Bid guarantees of the unsuccessful bidders will be released after finalization of the tender. No interest shall be payable by WBSEDCL on the above bid guarantee.

9. **No mobilization advance and secured advance will be allowed.**

10. A prospective Bidder shall be allowed to participate in the tender either in the capacity of individual or as a partner of firm. If any bidder is found to have applied severally in a single job, all his offers will be summarily rejected.
11. Bid shall remain **valid** for a period not less than **180 (one hundred eighty) days from the date of opening of the tender**. If the bidder modifies/withdraws the bid during the validity period of bid, the bid will be cancelled with forfeiture of earnest money deposit (EMD).

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Siliguri, PIN-734001

12. Date & Time schedule:

- Date and time of receipt of application with required documents for issuance of tender: - from 28.01.2026(11:00 Hrs) to 06.02.2026 (13:00 hrs) (except Saturday, Sundays & Holidays).
- Date and time of issue of the Tender: - from 29.01.2026(11:00 hrs) to 06.02.2026 (16:00 hrs) (except Saturday, Sundays, & Holidays).
- Last Date and time of receipt of the Tender: - 09.02.2026 up to 14:00 hrs.
- Date and time of opening of the Tender: - 09.02.2026 at 15:00 hrs.

13. The bidders shall ensure that all pre - requisites are duly filled by them and if there arises any dispute due to non - submission/incomplete information of any document, WBSEDCL reserves the right to cancel the bid unilaterally, without assigning reason.

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

15. Official Communication:

Any further information related to this tender may be available from the following office:

Office of the Chief Engineer, Hydel Headquarters,
West Bengal State Electricity Distribution Company Limited (WBSEDCL),
Power House Complex, 2nd Mile, Sevoke Road,
Siliguri, Darjeeling- 734001, West Bengal
Website : www.wbsedcl.in
Contact Tel. nos. : 0353-2542735/2540614
Email id : cehydel@wbsedcl.in

*S.K Deb
28/1/26*

(S.K Deb)

CHIEF ENGINEER (HYDEL)