



# West Bengal State Electricity Distribution Company Limited

(A Govt. of West Bengal Enterprise)

## Regional Office: Purba Burdwan

New Administrative Building (1<sup>st</sup> Floor), Frezer Avenue, Power House: Purba Bardhaman, Pin-713 101

E-mail: [rm.burdwan@wbasedcl.in](mailto:rm.burdwan@wbasedcl.in)

Memo no - RM/Purba Burdwan Region/Tender/IB/2023-24/14/804

Date: - 18.01.2024

### NOTICE INVITING TENDER

N.I.T. NO: - RM/Purba Burdwan Region/Tender/IB/2023-24/14/803

Date: 18.01.2024

The Regional Manager, Purba Burdwan Regional Office, WBSEDCL invites Sealed tenders from contractor as approved by Govt., Semi Govt., Govt. undertaking Organizations, Govt. Enterprises etc for quoting item rate as per specifications for the under mentioned work.

#### Details of Work:

SL. No.	Name of Work	Estimated Amount (Excluding GST)	Cost of Tender	Earnest Money	Completion Time
1.	Round the clock caretaking & Catering job of Inspection Bungalow for the period 01.04.2024 to 31.03.2025 at Power House Complex under Purba Burdwan Regional Office, WBSEDCL, Purba Bardhaman	Rs. 940248.58	Rs. 1121.00 (Tender Fee : Rs.950/- + 18% GST= 1121.00)	Rs. 18805.00 (Rupees eighteen thousand eight hundred five only)	12 Month

1. The intending bidder can collect the tender document from the Office of the Regional Manager, Purba Burdwan Regional office on submission of application along with the required documents as mentioned in **Sl. No. 2** with cost of tender document (tender fees).

Necessary cost of tender document (tender fees) and Earnest Money may be remitted through Demand Draft issued from any Nationalize Bank in favour of **"West Bengal State Electricity Distribution Company Limited"** payable at **Burdwan of Purba Bardhaman District**.

Original certificates should have to be presented on demand for verification by Department. The intending Bidders should be personally or through their authorized representatives can purchase tender documents. No tender documents will be sent by post on request.

#### 2. Statutory Requirement :-

- a) Trade License
- b) GST Registration certificate
- c) PF, ESI registration certificate with current challan
- d) Last 3 years income tax documents (IT return)
- e) PAN Card
- f) Information regarding any past and current litigation with WBSEDCL/WBSETCL/Govt./PSU in which the bidder is involved, the party is concerned and disputed amount, wherever applicable.

Registered Office: "Vidyut Bhavan", Block-DJ, Sector-II, Bidhannagar, Kolkata-700091

Corporate Identity Number (CIN): U40109WB2007SGC113473

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3. Tender documents should be dropped only in the tender box at this office up to **17:00 Hrs on 15.02.2024**.

4. **Date & Time schedule:-**

SL NO	PARTICULARS	DATE & TIME
1	Last Date of submission of application along with other documents for Purchasing Tender Documents	02.02.2024 up to 15.00 Hrs
2	Last Date of deposition of Tender Fees	02.02.2024 up to 15.00 Hrs
3	Issuance of Tender Documents	06.02.2024 up to 17.00 Hrs
4	Start Date of submission of Tender	06.02.2024
5	End Date of submission of Tender	15.02.2024 up to 17:00 hrs
6	Date of opening of Tender	16.02.2024 12:00 hrs onwards

5. Bids shall remain valid for a period not less than 120 (One hundred twenty) days after date of bid opening of tender. Conditional/Incomplete tender shall not be accepted under any circumstances.
6. Canvassing in connection with the tender are strictly prohibited. At any stage during scrutiny, if it is found that any paper which the bidder has submitted is found incorrect/manufactured/ fabricated, that bid will be considered as non-responsive and outright rejected with forfeiture of Bid Security and action will be taken as per Rule.
7. 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.

Tender will be opened on **16.02.2024 12:00 hrs** onwards in presence of attending bidders.

No tender documents will be issued other than day / days as stated above. Sealed envelope containing the tenders should be properly super scribed with "Tender Notice", Name of the work and the due date of submission of the tender(s). **Earnest Money** is to be deposited along with the Tender in a separate envelope properly marked with NIT No., name of work, full address date and time of bid opening.

If the Office is closed on the stipulated date & time due to Strike declared or unaccounted Holiday, the tenders will be received and opened at the same time on the next working day. The invitee Agencies will not be allowed to purchase tender paper unless they have proper documents.

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All correspondences with regard to above shall be the following address:-

**The Regional Manager,  
Purba Burdwan Regional Office, WBSEDCL  
Administrative Building, 1st floor, Power House,  
District – Purba Bardhaman Pin: 713101**

Sd/-  
**Regional Manager  
Purba Burdwan Region  
WBSEDCL**

**Memo no - RM/Purba Burdwan Region/Tender/IB/2023-24/14/804 (i-v)**

**Date: - 18.01.2024**

**Copy to:**

1. The Zonal Manager, Burdwan Zone, WBSEDCL.
2. The Divisional Manager, Katwa/Kalna/Memari/Burdwan South/Burdwan North Division, WBSEDCL
3. Manager (F&A) / (HR&A), Purba Burdwan Region, WBSEDCL
4. Notice Board-Burdwan Zone/Burdwan Region/Katwa/Kalna/Memari/Burdwan South/Burdwan North Division WBSEDCL
5. Tender File

**Manager (HR&A)  
Purba Burdwan Region,  
WBSEDCL**

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