



West Bengal State Electricity Distribution Company Limited

(A West Bengal Government Enterprise)

Gowalafatak 33/11 KV S/Stn. Campus, Naihati : 24-PGS.(N)

Registered Office: BidyutVhavan: Block-DJ, Sector-II, Bidhannagar, Kolkata-700091,

Corporate Identity Number (CIN): U40109WB2007SGC113473,

Website of the Company: www.wbsedcl.in

E-mail ID: dm.naihati@wbsedcl.in

NOTICE INVITING e-TENDER

Memo no NHD/24-25/ **1683**

NIT No: DM/NHD/ELECTRICAL/24-25/17

Date: 11.12.2024

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The Divisional Manager, Naihati Division, WBSEDCL invites e-tender for from manufacturers/Distributors for supply and installation of the following items as per schedule detailed below:

(Submission of Bid through Online)

Sl. No	Description of Materials	Unit	Qty	Unit price	Estimated cost	Earnest Money	Delivery time
1.	Air Conditioner 1.5 Ton 5 Star Make: Voltas / Blue Star / Hitachi / Havells / Samsung / LG / O-General / Lloyd / Daikin	Nos.	02	50000/-	1,00,000/-	2000/-	30 days
2.	Air Conditioner 2 Ton 5 Star Make: Voltas / Blue Star / Hitachi / Havells / Samsung / LG / O-General / Lloyd / Daikin	Nos.	02	50000/-	1,00,000/-	2000/-	
Total		Nos.	04	-	2,00,000/-	4000/-	

Scope: - The materials are procured for Naihati Division; The supply and installation of the materials will be directly at different Offices under Naihati Division, WBSEDCL. Necessary Challan, E-Way Bills are to be provided at Naihati Divisional Store. Intending bidders desirous of participating in the tender are to log on to the website <https://wbttenders.gov.in> for the tender. The tender can be searched by typing WBSEDCL in the search Engine provided in the website.

Date & Time Schedule

Sl. No.	Particulars	Date & Time
01.	Date of uploading of N.I.T and Tender Documents (online). [Publishing date]	17.12.2024 after 10.00 Hrs
02.	Documents Download Start date (online).	17.12.2024 after 12.00 Hrs
03.	Bid Submission Start date (online)	17.12.2024 after 13.00 Hrs
04.	Bid Submission End date (online)	27.12.2024 up to 10.00 Hrs
06.	Technical bid opening date (online)	30.12.2024 after 10.00 Hrs
07.	Date of uploading the Final List of Technically Qualified Bidders after Technical Bid Evaluation (online).	To be intimated later.
08.	Financial Bid opening date (online).	To be intimated later.

Terms & conditions of the Tender Notice :

- Earnest Money Deposit** amounting to 2% (Two Percent) of the Estimated Cost. As mentioned above, shall be submitted individually along with the offer. Necessary earnest money may be remitted through online mode of opted for BG, it may be submitted physically at Naihati Division. The scan copy of BG is to be uploaded by selecting offline mode.

2. The bidder shall submit **along with the offer** necessary documents in support of their previous supply. Of the items of the tender to WBSEDCL in earlier. Occasions and financial capabilities to the extent of the estimated financial amount of their offer.
3. No agent is allowed to participate in the Tender.
4. 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.
5. 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.
6. The offer shall remain valid for a minimum period of 120 days from the next day of opening of the Tender.
7. **The quoted rates should be inclusive of all taxes & duties, freight and incidental charges. The quoted rate should be excluding GST charges. GST will be paid as applicable.**
8. The ordered materials should be delivered within 30 days from the date of PO, otherwise, penalty may be imposed as per rule of WBSEDCL for delay of delivery of ordered materials.
9. The necessary documents along with bill are to be submitted at Naihati Divisional Office.
10. At the time of placing purchase order, the quantity mentioned in the Tender Document may vary upto +/- 25%.
11. Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in various statutes will automatically disqualify the bidders.
12. The company reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
13. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL/Other Utility/Govt. Semi Govt. or Govt. undertaking Dept. shall not be eligible to participate in the bidding process.
14. 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.

16. TERMS OF PAYMENT:

- a) Payment on submission of bill after completion of work would be made by concerned authority. Bill alongwith signed challan's to be submitted in triplicate mentioning in each the GST registration no. and HSN/SAV code alongwith the items to The Divisional Manager, Naihati Division for payment by the AM(F&A), Naihati Division in due course

17. WARRANTY PERIOD: Warranty Period of supplied material will be one year from the date of delivery of the said materials. In case of any adverse report from site offices or defect found in site, materials have to be replaced or it would affect the vendor rating.

18. PAYING AUTHORITY:

AM(F&A), Naihati Division, WBSEDCL, will be the Paying Authority.

19. CONSIGNEE:

The name of the consignee will be the head of the Offices under Naihati Division where the materials will be supplied.

20. LIQUIDATED DAMAGE FOR DELAY IN DELIVERY:

The time of delivery of the equipment/materials are to be treated as an essence of the contract and the WBSEDCL reserves the right to repudiate the contract, if the equipment / materials are not physically delivered within stipulated period as per physical delivery clause. But WBSEDCL may at his discretion waive this condition and accept the material with imposition of liquidated damage @ ½ % of the Value of the materials beyond the schedule delivery period for each week of delay Subject to **maximum of 5% of the particular lot and accept the goods beyond the stipulated period.**

21. Any further information along with WBSEDCL's Revised Purchase Policy may be had from the Website: **www.wbsedcl.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. 033-2319-7563*

22. Documents to be submitted in Technical bid- Please refer sl no. 6.2 of "Instruction to Bidders" in NIT

23. The specifications of the item:

A. Air Conditioner 1.5 Ton 3 Star –

- 1.5 Ton

- 3 Star BEE Rating 2024 : For energy savings upto 15% (compared to Non-Inverter 1 Star)
- Auto Restart: No need to manually reset the settings post power-cut
- Copper : Energy efficient, best in class cooling with easy maintenance.
- Sleep Mode: Auto-adjusts the temperature to ensure comfort during your sleep

B. Air Conditioner 2 Ton 3 Star –

- 2 Ton
- 3 Star BEE Rating 2023 : For energy savings upto 15% (compared to Non-Inverter 1 Star)
- Auto Restart: No need to manually reset the settings post power-cut
- Copper : Energy efficient, best in class cooling with easy maintenance.
- Sleep Mode: Auto-adjusts the temperature to ensure comfort during your sleep

Instructions to Bidders

1. Eligibility for participation:

The bidders shall have credential for supply of the tendered items to WBSEDCL other Govt. Departments in earlier occasions within last three financial years.

2. 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.

3. 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>.

4. Digital Signature certificate (DSC) :

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

5. The bidder can search and download NIT & Tender Documents electronically from the website Mentioned in Clause 3 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

6. Submission of Tenders:

6.1 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. Tenderers 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 tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents (credentials, certificates, EMD Draft/PO) in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. The bidder 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). Tenderers should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

6.2. Document to be submitted

i. Company Details:

ii. Certificates:

- 1) PAN Card details.
- 2) GST registration certificate.

iii. Financial Info :

Annual turnover for a period of the last three financial years.

iv. Credential:

- 1) Documents in support of supply of the tendered items to WBSEDCL, in earlier occasions within last five financial years as mentioned below:
 - a. 1 No Purchase Order for completing delivery of the said materials having financial involvement of not less than 40% of the estimated value of the said item(s). Or

b. 2 Nos Purchase Order for completing delivery of the said materials having financial involvement of not less than 20% of the estimated value of the said item/item(s).

2) Self Declaration certificate as per Annexure 1. (mandatory format)

3) Others: Any other documents found necessary.

7. Conditional and incomplete tender:

Conditional and incomplete tenders are liable to summary rejection.

8. Validity of Tender and Offer:

The offer against tender should remain valid for a minimum period of 120 days from the next day Of opening of the tender. However, WBSEDCL may, on the merit of case, request for extension of validity of the offer for a further suitable period without any change in terms & conditions of the Offer.

9. Opening and evaluation of tender:

9.1 Opening of Technical Proposal

- i. Technical proposals will be opened by the Tender Inviting Authority or his authorized Representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Technical proposals for those tenders whose original copies of BG towards tender Fee or EMD have been received will only be opened. Proposals corresponding to which original copy of BG towards tender fee or EMD has not been received, will not be opened and will stand rejected.
- iii. Intending tenderers may remain present if they so desire.

9.2 Techno-commercial Evaluation of Tender

- i. While evaluation, the Tender Inviting Authority or his authorized representative may summon the tenderers and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.
- ii. The summary list of tenderers, whose bids will be found techno-commercially eligible, will be uploaded in the web portals. Date of opening of financial bid will be intimated to the Techno-commercially qualified tenderers.

9.3 Opening and evaluation of Financial Proposal

- i. Financial proposals of the tenderers declared techno-commercially eligible, will be opened electronically by the Tender Inviting Authority from the web portal stated above on the prescribed date.
- ii. The encrypted copies will be decrypted and the rates will be read out to the bidders remaining present at that time.
- iii. After opening of the financial proposal the preliminary summary result containing interlaid, name of bidders and the rates quoted by them will be uploaded.
- iv. The Tender Accepting Authority may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.

10. Revision/withdrawal of Financial Proposal by the bidder after opening of Technical Proposal of the tender will not be allowed if it is not sought by the Tender Inviting Authority.

11. Acceptance of Tender

Lowest valid rate should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserves the right to reject any or all the tenders, for valid reasons.

12. Purchase Order

WBSEDCL will communicate acceptance of tender to the successful bidder by a Purchase Order. The successful tenderer shall communicate the acceptance of the purchase order.

13. Concession

No price preference will be allowed to any tenderer based on the size of the industry or its geographic location. Co-operative Society, will not be considered with separate status.

14. Holiday Listing and Vendor Rating

Holiday Listing & Vendor Rating will be applicable according to the "Holiday Listing & Vendor Rating" policies of the Revised Purchase Policy, which is posted in website of WBSEDCL (www.wbsedcl.in). Performance of the bidders, who supplied materials/equipment to WBSEDCL previously, will beevaluated for their Vendor Rating according to the said Vendor Rating policy and their VenderRating will be taken into consideration at the time of evaluation of Technical and FinancialProposals of the tender.

15. Return of Earnest Money of the unsuccessful tenderer(s)

For return of the Earnest Money of the unsuccessful tenderer(s), he/she/they is/are to apply for the same to the Regional Manager, North 24 Parganas, WBSEDCL, giving the reference to the NIT No., date of tender, amount and mode of Earnest Money deposited – all in a complete form. The Earnest Money of all tenderers other than the successful tenderer(s) may be refunded, after issuance of Purchase Order to the successful tenderer(s).


Divisional Manager
Naihati Division
WBSEDCL

Annexure I**Self Declaration**

I/We on behalf of (Name of bidder agency) do hereby declare that I/We have quoted rate for supply and installation of the mentioned materials for the e-tender id **DM/NHD/ELECTRICAL/23-24/17** dt:11.12.2024.

I/We also declare that I/We shall successfully complete the work in scheduled time maintaining the terms & conditions of Warranty of NIT Clause no. 17 if ranked as L1 bidder of the tender.

Yours faithfully,

**Signature of authorized
Representative of the bidder agency
with official seal**

Annexure II

TECHNICAL SPECIFICATIONS AND QUALITY ASSURANCE – COMPLIANCE

(To be submitted as part of Technical bid)

(on company letter head)

Tender Doc no DM/NHD/ELECTRICAL/23-24/17 dtd. 11.12.2024 **Title-** GOODS

Bidders name

Bidders Reference no..... **dt**.....

Note to Bidders: Highlight in this form deviations, if any, from section VII: Technical Specification & Quality assurance, maintaining the same numbering and structure. Submit copies of original test certificates for standards/specification test on the Goods and other relevant documents like technical data, literature, drawings etc. Add additional details not covered elsewhere in your bid in this regard.

Excel sheet format for Technical specification and quality assurance compliance:

SL NO	REF OF TECHNICAL SPECIFICATION AND QUALITY ASSURANCE CLAUSE		VALUES/ RANGE	CONFIRMATION/ DEVIATION / ECEPTION/ RESERVATION	JUSTIFICATION/ REASON
	SECTION	CLAUSE/SUB-CLAUSE			

N.B: All the participating bidders are instructed to fill up the attached excel sheet as per the format shown above for technical specification and quality assurance compliance, failing which leads to disqualification of the bid of the concern bidders.

We shall comply with abide by and accept without variation, deviation or reservation all technical specifications, quality assurance and warranty requirements in the Tender Document, except those mentioned above. If mentioned elsewhere in our bid, contrary terms and conditions shall not be recognized and shall be null and void.

.....
(Signature with date)

.....
(Name and Designation)
Duly authorized to sign bid for and on behalf of

.....
(Name & address of Bidder and seal of company)
DA: Relevant documents like technical data, literature, drawings and other documents