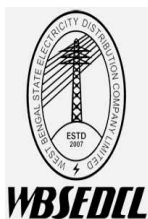


# West Bengal State Electricity Distribution Company Limited



(A Government of West Bengal Enterprise)

Regional Office , 24-Parganas (S)

Administrative Building(1st Floor),Baruipur,Padmapukur,Kulpi Road, Kolkata-700144,

Phone:(033)2423 0340,Fax:(033)2423 0340

Phone no-(033)2423 0340, (033)2423 0131

E-Mail: cm.24psdc@gmail.com

Fax-(033) 2423 0340

Registered Office: "Bidyut Bhavan", Block – DJ, Sector – II, Bidhannagar, Kolkata – 700091, Website: [www.wbsecl.in](http://www.wbsecl.in)

Corporate Identity Number (CIN): U40109WB2007SGC113473.

## **NOTICE INVITING e-TENDER**

NIT No. : RM/24-PGN(S)/Tender/2021-22/668

Date: 10.08.2021

The Regional Manager, South 24-Parganas Regional Office, WBSEDCL, invites e-Tenders (on Item Rate Template) for the work detailed below :- (Submission of Bid through online)

| Name of Work                                                                                                                                                                             | Tendered Amount (Rs) | Earnest Money Deposit (EMD)@ 2% of Tender Value | Period of Contract | Name & address of the Concerned Office                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Engagement of 5 nos Skilled Labourers and 7 nos Unskilled Labourers for maintenance of LT and HT line at Satjelia Island area under Canning Division for the contract period of one year | Rs.<br>1737188.00    | Rs.<br>34800.00                                 | 365 days           | South 24-Parganas Regional Office,<br>Administrative Building (1 <sup>st</sup> Floor),<br>beside Baruipur 33/11 KV Sub-Station<br>Premises, Baruipur, Padmapukur,<br>Kulpi Road, Kolkata – 700 144<br>WBSEDCL |

1. Intending Bidders shall login to the e-Procurement portal of Government of west Bengal <https://wbteners.gov.in> using his login Id and password
2. Earnest Money Deposit (EMD) in e-tendering process will be collected and refunded in online mode via dedicated bank account maintained at corporate level instead of depositing DD/Pay Order to the tender inviting authority.
3. E-tender portal is maintained by NIC and payment gateway facility available in e-tender portal is maintained by ICICI Bank.
4. Facility for collecting EMD via offline mode has been discontinued in e-tender portal as per order.
5. As per the procedure defined for online collection in e-tender process, EMD amount deposited by bidders is initially held in a pool account of Government of West Bengal maintained by ICICI. Only the amount corresponding to successful bid will be transferred to WBSEDCL Bank Account after completion of tendering process on awarding Award of Contract (AOC). EMD for unsuccessful bids will be returned to bidders automatically from NIC portal after completion of tendering process.
6. For technically rejected bids, EMD amount will be automatically returned to bidders after the bid is technically rejected in e-tender portal.
7. Payment status of bids submitted against NIT's will be available in MIS reports provided in e-tender portal maintained by NIC.
8. Successful bidder (s) shall have to create vendor id through WBSEDCL web portal vendor corner, if not created earlier.
9. The bidder shall select the tender to bid and initiate payment of EMD. Following payment options are available for paying EMD amount through online mode:
  - i. Net-banking through Payment Gatewa



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- ii. 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 prefilled 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 a reasonable time to enable the RTGS/NEFT process to be completed.
- iii. Submission of EMD through BG: For submission of EMD in the form of BG, bidders will have to opt for EMD Exemption in e-tender portal and upload scanned copy of BG in the EMD exemption document upload section. Physical copy of BG shall be submitted at the office of tender inviting authority as per respective clauses of NIT.

## 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 which is 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.

## 11. Refund/ Settlement of EMD Amount:

- For unsuccessful bidders, EMD amount submitted against the tender shall be refunded automatically, through an automated process, by NIC portal on receipt of updated status of any bid.
- For successful bid(s), EMD will be refunded from WBSEDCL authority after completion of tendering process and following due procedures.
- 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.
- For any queries related to payments and refunds, bidders will have to communicate with ICICI Customer Support, viz, e33\_40267512/ 13 since payment gateway facility used by E-tender portal is maintained by ICICI.

**12. Both Technical Bid and Financial Bid** are to be submitted concurrently duly digitally signed by the Bidder through the website <https://wbtenenders.gov.in>. Technical Document and Financial Bid should be submitted online on or before as per the 'Date & Time Schedule' stated in Sl. No.-17.

## 13. Eligibility criteria for participation in tender:

All categories of intending Tenderers who have satisfactorily completed similar nature of job under the authority of State/Central Government, State/Central Government undertaking, Statutory Bodies constituted under the statute of Central/State Government as per following criteria:

The intending Tenderers must have successfully completed similar nature of work during last seven years subject to fulfillment of the following criteria:

- Three similar completed works (each) costing not less than the amount equal to 40 % of the estimated cost.  
Or
- Two similar completed works (each) costing not less than the amount equal to 50 % of the estimated cost.  
Or
- One similar completed works (each) costing not less than the amount equal to 80 % of the estimated cost.

ii) All intending Bidders are required to produce valid copies of current Professional Tax (PT) receipt challan along with PAN Card / IT return as well as EPF , ESI , GST Registration certificates & update Return documents & certificate of compliance of statutory obligations (to be documented through e-filing).

iii) Agencies enlisted under Distribution RE Wing / Dist. HQ of WBSEDCL having Provident Fund, ESI Registration and valid GSTIN will only be deployed for this contract in addition to the following.



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**14. The FINANCIAL OFFER** of the prospective bidder will be considered only if the **TECHNICAL BID** of the Bidder is found qualified by the WBSEDCL. The decision of the WBSEDCL will be final and absolute in this respect. The list of Qualified Bidders of Technical Bid will be displayed in the website.

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

**16. Bid Validation:** Bid shall remain valid for a period not less than 270 (Two hundred seventy) days after date of Bid opening of 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).

## **17. Date and Time Schedule:**

| Sl.No. | Particulars                                                  | Date & Time             |
|--------|--------------------------------------------------------------|-------------------------|
| 1.     | Date of uploading of NIT & other Documents (Publishing Date) | 13.08.2021 at 11.00 hrs |
| 2.     | Documents download start date                                | 13.08.2021 at 15.00 hrs |
| 3.     | Bid submission starting date                                 | 13.08.2021 at 15.00hrs  |
| 4.     | Bid submission closing date                                  | 27.08.2021 at 15.00 hrs |
| 5.     | Techno-commercial bid opening date                           | 31.08.2021 at 11.00hrs  |

**18. Specification of Work:** The work should confirm to WBSEDCL's general conditions of contract and satisfying relevant provisions of I.E. rules.

## **19. Scope of work :**

- A. Repair & Maintenance of 11KV feeders (120 Kms CKM – appx.) and LTOH lines (440 Kms. CKM – appx.) of **Satjelia** Island under Canning Division during the time span from 06.00 hrs. To 22.00 hrs. in two shifts i.e from 06.00 hrs. To 14.00 hrs. and 14.00 hrs. To 22.00 hrs. for a period of one year from the date of LOA.
- B. Detail Scope of Work will be the same as stipulated in prevailing Circular of WBSEDCL regarding HT Feeder Maintenance and LT Mobile Van Service.

**20. Minimum requirement of Skilled & Unskilled workers to be engaged has to be in line with prevailing Circular of WBSEDCL regarding HT Feeder Maintenance where applicable CKM is considered as total route length of HTOH & LTOH lines.**

**21. All shut down activities should be through Skilled Worker.**

**22. No Sub Contracting is allowed.**

**23. Engaged Skilled workers should be in possession of valid W.P.**

**24. All Repair & Maintenance activities must be done by arranging own vehicle.**

**25. All Repair & Maintenance activities should record in a job register and duly endorsed by the Supervising Officer.**

**26. All workerers should carry valid Photo I.D Card, copy of which should be submitted to the Controlling Officer prior to commencement of work.**

**27. Material advance will be allowed as per norms stipulated in prevailing Circular of WBSEDCL regarding HT Feeder Maintenance.**



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28. Compliance to payment of Minimum Wages, Bonus, PF and ESI shall be reviewed periodically as per notification of the Worker Department, GoWB and intimated by the Chief Engineer, Distribution, WBSEDCL.
29. One running Mobile Hand Set should be maintained by the agency for fast communication.
30. No Security Deposit is required.
31. Proper conveyance arrangement, as far as practicable, should be maintained to ensure timely Repair & Maintenance.
32. Proper Tools & Tackles are to be maintained and those should be as per industry standard.
33. Compliance of Statutory Obligations : As stipulated in prevailing Circular of WBSEDCL regarding HT Feeder Maintenance.
34. GST – GST, as applicable, will be paid extra over & above the monthly contractual charges.
35. Payment will be made per month subject to submission of Tax Invoice in triplicate along with copy of attested job register for the respective period subject to compliance to scope of work and other terms & conditions in addition to compliance to necessary statutory obligations.
36. Income tax applicable as per prevailing norms.
37. Controlling Officer – Divisional Manager, Division Office – Canning, WBSEDCL.
38. Supervising Officer – D.E (Tech. – II) of Division Office – Canning, WBSEDCL.
39. Nodal Officer – Asstt. Manager (HR&A) of Division Office – Canning, WBSEDCL. & Paying Authority – Manager (F&A) of Division Office – Canning, WBSEDCL.
39. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtained all information that may be necessary for preparing Bid and entering into an agreement for the work / works as mentioned in the NIT, before submitting offer with full satisfaction. The costs for visiting the working site shall be at the bidder own expense.
40. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of the Bid, no cost of Bidding shall be reimbursable by the Tender Inviting Authority. The Tender Inviting Authority reserves the right to accept or reject any / all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at the stage of Bidding.
41. No Conditional Bid / Incomplete Tender will be accepted under any circumstances.
42. At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered a nonresponsive and outright rejected with forfeiture of Earnest Money and action will be taken as per stipulation of IT Rules in force.
43. Before issuance of Letter of Acceptance / Work order, the tender accepting authority may verify the credential & other documents of the lowest bidder so uploaded online if found necessary. If it is found such document incorrect / manufactured / fabricated, Letter of Acceptance / Work order will not be issued in favour of the bidder under any circumstances and action will be taken accordingly.
44. The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
45. WBSEDCL, who do not bind itself to accept the lowest tender, reserves the right to accept or reject any bid and to annual the Bidding processes and reject all Bids at any time prior to the Award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for WBSEDCL's (Tender Accepting Authority) action.
46. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors, who resort to canvassing will be liable to rejection.
47. **The quoted rate of individual Bidder should include minimum wages i.r.o. 5 skilled and 7 unskilled labourers/per month considering weekly off-days, National Holidays, P.F., E.S.I. & Bonus.**



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## INSTRUCTION TO BIDDERS

General guidance for e-Tendering Instructions / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

**1. Registration of Contractor:** Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbtenders.gov.in> (the web portal). The contractor is to click on the link for e-Tendering site as given on the web portal.

**2. Digital Signature certificate (DSC):** Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause-2 of Guideline to Bidder DSC is given as a USB e-Token.

**3.** The contractor can search & download NIT & Tender Documents electronically from computer once he logs on to the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**4. Submission of Tenders:** Tenders are to be submitted through online to the website in two folders at a time for each work, one in Technical Proposal & the other in Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC) The documents are to be uploaded (virus scanned copy) duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

**4.1. Technical proposal:** The Technical proposal should contain scanned copies of documents (folders). Technical proposals will be opened by the Regional Manager, South 24 Parganas Regional Office, WBSEDCL, and his authorized representative electronically from the web site stated using their Digital Signature Certificate (DSC).

a) Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.

b) Summary list of technically qualified tenderers will be uploaded online.

c) The bids shall be evaluated on the basis of total price for the entire scope of work covered under this bid document also. Evaluated bid price of all bidders shall be compared among themselves to determine the lowest evaluated bid and as a result of this comparison, the lowest bid will be selected for award of contract if satisfied all requirements. Conditional rebate, if any, offered by any bidder shall not be considered in Bid evaluation.

**4.2. Financial proposal:** The financial proposal should contain in one cover (folder) i.e. Bill of quantities (BOQ). The contractor is to quote the rate (Item Rate BOQ) online through Computer in the space marked for quoting rate in the BOQ. The bids shall be evaluated on the basis of total price for the entire scope of work covered under this bid document.

**5. Penalty for suppression / distortion of facts:** If any tenderer fails to produce the original hard copies of the document like Completion Certificate and any other documents on demand of the department within a specified time frame or if any deviation is detected in the original copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

**6. Rejection of Bid:** The Employer (Tender Accepting Authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time prior to the Award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's (Tender Accepting Authority) action.

**7. Award of Contract:** The bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through Acceptance Letter / Letter of Acceptance. The notification of award will constitute the formation of the contract. Contract value will be for one year (365 days) considering quoted per month rate in BOQ2. After lapse of contract period the existing contract may be renewed for another one year at the same rate and terms and conditions subject to satisfactory performance.

Regional Manager  
24 Parganas(S) Region, WBSEDCL

**ANNEXURE -I**

PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY THE BIDDER (For genuineness of the information furnished on-line and authenticity of the documents produced before Tender Committee for verification in support of his eligibility)  
I. \_\_\_\_\_, Partner/Legal Attorney/Accredited representative of  
M/S \_\_\_\_\_, solemnly declare that:

1. We are submitting Tender for the Work \_\_\_\_\_ against  
Tender Notice No \_\_\_\_\_ Dated \_\_\_\_\_

2. None of the Partners of our firm is relative of employee of W.B.S.E.D.C.L.

3. All information furnished by us in respect of fulfilment of eligibility criteria and qualification information of this Tender is complete, correct and true.

4. All documents/credentials submitted along with this Tender are genuine, authentic, true and valid.

5. If any information and document submitted is found to be false/incorrect any time, department may cancel my Tender and action as deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money and banning/delisting of our firm and all partners of the firm etc.

**Signature of the Tenderer**

Dated \_\_\_\_\_

Format of Letter of Bid

LETTER HEAD OF BIDDER (AS ENROLLED ONLINE ON e-tendering PORTAL OF NIC)

To.  
The Tender Committee

Sub : Letter of Bid for the work

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Ref : 1. NIT No \_\_\_\_\_ dated \_\_\_\_\_

2. Tender Id No \_\_\_\_\_

Dear Sir,

We offer to execute the work as per our offered bill of quantity in accordance with the conditions of the NIT document as available in the website. The details of the EMD being submitted by us has been furnished on-line.

This Bid and your subsequent Letter of Acceptance/Work Order shall constitute a binding contract between us.

We hereby confirm our acceptance of all the terms and conditions of the NIT document unconditionally.

**Signature of the Tenderer**

Dated \_\_\_\_\_

Dated:\_\_\_\_\_

**DECLARATION BY THE TENDERER**

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein. I/We have also carefully gone through the 'Bill of Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed construction in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

\_\_\_\_\_  
**Signature of Tenderer**

\_\_\_\_\_  
**Postal address of the Tenderer**



**PROFORMA OF DECLARATION OF BLACK LISTING  
HOLIDAY LISTING**

**In the case of a Proprietary Concern:**

I hereby declare that neither I in my personal name or in the name of my Proprietary concern M/s ..... which is submitting the application for enlistment nor any other concern in which I am proprietor nor any partnership firm in which I am involved as a managing Partner have been placed on black list or holiday list declared by WBSEDCL, WBSETCL or any central/state power utility services, except as indicated below:

(Here give particulars of blacklisting or holiday listing, and in absence thereof state "NIL")

**In the case of a Partnership Firm:**

We hereby declare that neither we, M/s ..... submitting the application for enlistment nor any partner involved in the management of the said firm either in his individual capacity or as proprietor or managing partner of any firm or concern have or has been placed on black list or holiday list declared by WBSEDCL, WBSETCL or any central/state power utility services except as indicated below:

(Here give particulars of blacklisting or holiday listing, and in absence thereof state "NIL")

**In the case of a Company:**

We hereby declare that we have not been placed on any holiday list or black list declared by WBSEDCL, WBSETCL or any central/state power utility services, except as indicated below:

(Here give particulars of blacklisting or holiday listing, and in absence thereof state "NIL")

It is understood that if this declaration is found to be false in any particular WBSEDCL, WBSETCL or is Administrative Ministry, shall have the right to reject my/our enlistment/bid and if the bid has resulted in a contract, the contract is liable to be terminated.

Signature with date & seal of the Bidder