



West Bengal State Electricity Distribution Company Limited

(A West Bengal Government Enterprise)

Office of the Divisional Manager, Behala Division
 Udayrampur: Kannyanagar: Bishnupur: 24-Pgs (S)
 Tel No.& Fax- (033)24808367/68; Email – dm.behala@wbsecl.in

NOTICE INVITING E-TENDER

NIT No: DM/BLD/TECH/NIT/2025-26/ 2477

Date: 17.02.26

The Divisional Manager, Behala Division, WBSEDCL invites e-tender for the work detailed in the table below.

(Submission of Bid through Online mode only).

Sl. No.	Description of Materials	Materials Code	Unit	Qty	Earnest Money	Delivery time.
1.	Supply and delivery of LT Distribution Kiosk for 100 KVA Transformer (Make- SINTEX/RAYCHEM/TYCO)	407010541	Nos.	45	@2.5% of the estimated cost to be submitted online.	Tentatively within 30 days from issuance of formal Order(As per Drawing and Specification)
Estimated Tender Value is Rs. 4,11,750/-(Without GST)						

- (1) For e-filling of tender, intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC).
- (2) Both Technical Bid and Financial Bid should be submitted in technical and financial folder concurrently and duly digitally signed by the prospective bidder through the website <https://wbtenders.gov.in>.
- (3) Technical Document and Financial Bid should be submitted online on or before the 'Date & Time Schedule' stated in Serial Number (8).
- (4) The FINANCIAL OFFER of the prospective bidder will be considered only if the TECHNICAL DOCUMENT is found qualified by the Tender Inviting Authority. The decision of the Tender Inviting Authority will be final and absolute in this respect. The list of Responsive and Non-Responsive Bidders will be displayed in the website.
- (5) The bid so prepared by the bidder and all other correspondences and documents relating to the bid, exchanged by the bidder and WBSEDCL, shall be written in English Language only.
- (6) **Eligibility criteria for participation in the tender:**
 - (i) Original manufacturers/Distributors of the tendered items will be eligible in the tender. *The make should be SINTEX/RAYCHEM/TYCO.*
 - (ii) The bidders must be bonafide, experienced & resourceful contractors and have successfully delivered similar type of item under the authority of Government, Semi-Government, Government Undertaking Organizations, Government Enterprises or any power utility etc.

(iii) The Bidders are required to produce valid copies of current G.S.T. registration certificate, professional tax (P.T.) deposit challan, PAN card, income tax acknowledgement / return for the last three financial years, trade license as well as other certificates of compliance of statutory obligations (to be documented through e-filing).

(iv) The Bidders shall submit reports on the financial standing reflecting solvency of bidder (company / firm) as certified by bankers, audited annual reports on accounts with auditor's certificate, Tax audit report for last three financial years, as applicable.

Prospective bidders are advised to note carefully the minimum qualification criteria as mentioned in the Table-1 of Serial Number(4) (Submission of Tenders) of Section- A (INSTRUCTION TO BIDDERS).

(7) Responsibility of Bidders:

- (i) It shall be the sole responsibility of Bidders to determine and to satisfy themselves by such means as they consider necessary or desirable for all matters pertaining to this contract including, in particular, all factors that may affect the cost, duration and execution of the work.
- (ii) It must be understood and agreed that such factors have properly been investigated and considered while submitting the bid. Any claim, whatsoever, including those for financial adjustments to the contract, once awarded under these documents will not be entertained by WBSEDCL. Neither any change in time schedule of the contract nor any financial adjustments, arising thereof, shall be permitted by WBSEDCL, which are based on the lack of such clear information of its effect.
- (iii) WBSEDCL will not assume any responsibility regarding information gathered, interpretations or conclusions made by the bidder or regarding information, interpretation or deductions the bidder may derive from the data furnished by WBSEDCL. Verbal agreement or conversation with any officer, employee of WBSEDCL either before or after the execution of the contracts, shall not affect or modify any of the terms or obligations contained in the contract.
- (iv) The bid shall include all the information as per bid document. The bidder is expected to examine carefully all instruction, conditions, forms, schedules, terms, Annexure, specifications etc. in the bidding documents. Failure to comply with the requirement of bid submission will be at the bidders own risk. Bids, which are determined to be not substantially responsive to the requirements of the bidding documents, will be rejected.
- (v) The bidder shall bear all the costs associated with the preparation and submission of bid and WBSEDCL in no case shall be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
- (vi) In order to avoid any problem arising out of network error or server error, bidders are advised to submit the bid, well in advance of the last date and time of submission of the bid. WBSEDCL shall not be held responsible for any failure of Bid submission due to snag arising out of network failure.
- (7) **Validity of Bids:** Bids shall remain valid for a period not less than **120 (One hundred twenty) days** after date of opening of bids of the tender. Bids valid for a shorter period shall be rejected by the Tender Inviting Authority as non-responsive. If the bidder withdraws the bid before the period of bid validity without giving any satisfactory explanation for such withdrawals, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

(8) Schedule of Key Dates & Time:

Sl. No.	Particulars	Date & Time
01.	Date of uploading of N.I.T and Tender Documents (online). [Publishing date]	24.02.2026 after 10.00 Hrs
02.	Documents Download Start date (online).	24.02.2026 after 10.00 Hrs
03.	Pre-bid Meeting	25.02.2026 after 11.00 Hrs
04.	Bid Submission Start date (online)	25.02.2026 up to 12.00 Hrs
05.	Bid Submission End date (online)	11.03.2026 up to 15.00 Hrs

06.	Technical bid opening date (online)	16.03.2026 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.

(9) **Earnest Money Deposit (EMD):**

The amount of Earnest Money Deposit (EMD) shall be deposited **through Online** as prescribed in the NIT. The bidder shall select the tender to bid and initiate payment of EMD.

(a) Following payment options are available for paying EMD amount through

Online mode: (Offline mode will not be entertained)

- **Net-banking through payment Gateway.**
- **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 pre-filled 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.

(b) **General Instruction 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.

(c) **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 payment and refunds, bidders will have to communicate with ICICI Customer Support, viz. 033 40267512/13 since payment gateway facility used by E-tender portal is maintained by ICICI.

(d) Successful bidder(s) shall have to mandatorily **create Vendor ID through WBSEDCL Web Portal Vendor Corner**, if not created earlier.

(e) **Forfeiture of Earnest Money Deposit (EMD):** Earnest money deposit /bid guarantee shall be forfeited incase of the following situations:

- If during the period of validity, the bidder withdraws/modifies its bid as a whole or in part.
- If the bidder deviates from any clarification/confirmation given by him sub-sequent to submission of his bid.
- In the case of successful bid, if the bidder fails:
 - To accept LOA /Order unconditionally and sign contract.

- To furnish contract performance bond as per standard proforma.

- (10) **Right to reject Bids:** WBSEDCL reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of the Order, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders the reason for WBSEDCL's action.
- (11) **Controlling Officer:** The **Divisional Manager, Behala Division**, WBSEDCL shall act as Controlling Officer.
- (12) **Consignee:** The **Store-in-Charge Behala Division**, WBSEDCL shall act as consignee.
- (13) **Paying Authority:** The **Assistant Manager (F&A), Behala Division**, WBSEDCL shall be the Paying Authority.
- (14) **Specification of item:** The item should conform to WBSEDCL's general conditions of contract, standard specifications, and approved drawings of WBSEDCL satisfying relevant provisions of I.E. rules.
- (15) **Mobilization Advance:** No mobilization advance or secured advance will be allowed.
- (16) **Delivery Clause:-:**

The tendered items will be delivered by the supplier at **Behala** Divisional Store, on receiving Dispatch Instruction / Verbal Intimation from the Controlling Officer after successful inspection of the sample. The delivery should be made as per the Terms and Conditions of the Contract.

- (18) **Penalty for delay in Delivery:**

18.1 If the supplier fails to deliver the material successfully within the time specified in the formal PO or any extension thereof, the company shall recover from the contractor as liquidated damages as sum of half percent (0.5%) of the contract value for each calendar week of delay or part thereof of delay subjected to Force Majeure.

18.2 The total recovery against liquidated damage shall not exceed ten percent (10%) of the contract value. An extension of time without imposition of liquidated damage, may be granted for delay in delivery provided there is no fault whatsoever on the part of the contractor. Such extension may only be granted on the basis of application to be submitted by the contractor who has to establish that the extension of time required by him was not due to his fault.

The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the WBSEDCL. The WBSEDCL reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Bidder at any stage of Bidding.

- (19) **Right to reject Bids:** WBSEDCL reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of the Order, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders the reason for WBSEDCL's action.

(20) **Repeat Order:** The Company may procure the material by placing repeat order maximum up to limit of 50% of the value of the original order on successful performance of the contract at the existing rates, Terms and condition.

- (21) **Defect Liability Period:**

The term 'Defect Liability Period' shall mean the period of 12 (twelve) months from the date of supply of the materials. If any defect is found within the defect liability period, the supplier shall be liable to rectify / replace the material at their own cost and responsibility. Defects / rectification work so notified shall have to be attended and completed satisfactorily within 15 (fifteen) days. For faithful & due fulfillment of all obligations, this defect liability period shall be covered by the Security money already retained from the supplier. After completion of Defect liability period, and on completion of satisfaction rectification of defect, if any reported within the defect liability period, and on receipt of the application from the supplier, controlling officer of the work shall recommend for refund of the Security money.

(22) Purchase Order & Payment will depend on availability of fund. Intending bidders may consider this criteria while submission of tender and quoting their rate through online.

(23) No Conditional Bid / Incomplete Tender will be accepted under any circumstances.

(24) The intending bidder(s) are required to quote the rate (percentage above/below/at par) over the total estimated cost put to tender online considering that no escalation and / or price adjustment will be allowed by the department under any circumstances and to consider the following costs and criteria & conditions.

(25) At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process is/are incorrect / manufactured / fabricated / misleading, that bid will be considered as nonresponsive and outright rejected with forfeiture of Earnest Money Deposit and action will be taken as per stipulations of Information Technology Act & Rules and other admissible law, as in force.

(26) 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 favor of the bidder under any circumstances and action will be taken accordingly. If any bidder fails to produce the original hard copies of the document like Successful 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 bidder and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

(27) The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.

(28) The WBSEDCL shall not bind itself to accept the lowest tender and reserves the right to accept or reject any bid and to annul the bidding process 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 (Tender Accepting Authority)'s action.

(29) Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors, who resort to canvassing will be liable to rejection. Any evidence of unfair trade practices, including overcharging, price fixing, cartelization etc. as defined in various statutes, will automatically disqualify the parties. Evidence of repeated occurrence of such malpractices by any bidder shall be viewed seriously by the WBSEDCL authority and appropriate penal measures shall be imposed on such bidders which may include blacklisting.

- (1) **LOSS AND DAMAGE OF MATERIALS:** The contractor shall be responsible for safe custody of materials until the possession is officially taken over by the Company. For any loss including theft/pilferage/damage during the period of transportation, storage, erection, jointing, reinstatement etc. the same shall be made good by the contractor at his own cost and arrangement.
- (2) **Additional Performance Security which shall be equal to 10% of the tendered amount must be furnished by the successful bidder if the accepted bid value is 80% or less of the estimate put to tender(L1 bid in the range of -20% to -80%). The additional Performance Security shall be submitted in the form of Bank Guarantee from any scheduled bank valid for a period of 1 (one) year, as per specified format marked 'Annexure - A' enclosed with this NIT, before issuance of the Work Order. This is in compliance of the terms of Memorandum No. 4608-F(Y) dated 18.07.2018 of the Finance department, Government of West Bengal.**

Annexure I

Self Declaration

I/We on behalf of (Name of bidder agency) do hereby declare that I/We have quoted rate for supply of the mentioned materials for the e-tender id _____ dt: _____

I/We also declare that I/We shall successfully complete the work in scheduled time maintaining the terms & conditions of Warranty of NIT Clause if ranked as L1 bidder of the tender.

Yours faithfully,

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

SECTION – A**INSTRUCTION TO BIDDERS****General Guidelines for e-Tendering**

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

1. Registration of Contractor:

Any intending bidder 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://wbtennders.gov.in> (the web portal). The contractor shall click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC):

Every intending bidder 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 in the website. DSC is given as a USB e-Token.

3. The intending bidder can search & download the Notice Inviting Tender (NIT) and tender documents electronically from the website, once he logs on using his Digital Signature Certificate. This is the only mode of collection of tender documents.**4. Submission of Tenders:**

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

In order to avoid any problem arising out of network error or server error, bidders are advised to submit the bid, well in advance of the last date and time of submission of the bid. WBSEDCL shall not be held responsible for any failure of Bid submission due to snag arising out of network failure.

4.1. Technical proposal:

The Technical proposal should contain scanned copies of the following in one cover (folder).

4.1.1. Non Statutory / Technical Document Cover file containing Certificates, Company Detail(s), Credentials and Financial Information as given in the **Table-I** of this Clause.

Note: Failure of submission of any of the above mentioned documents will render the tender to be rejected for both statutory & non statutory cover.

THE NON-STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER.**Table - I**

Sl. No.	Category Name	Sub-category Description	Details
01.	Certificates	Certificates	(a) PAN Card. (b) Copy of Income Tax Return for last 3 (three) financial years. (c) GST Registration Certificate. (d) Professional Tax Clearance Certificate for the last month.
02.	Company Detail(s)	Company	Trade License

		Detail	Certificate of incorporation of company (if applicable).
03.	Credentials	Credential	<p>(a) All genuine, bonafide, experienced & resourceful Original Equipment Manufacturers (OEM) / Authorized Dealer / Channel Partner of OEM who have successfully delivered the items under tender to WBSEDCL / WBSETCL / any other Power Utilities / Other Government or Government undertaking Departments against Purchase Orders (at least one) of any value and corresponding Inspection Offer Letter (if any), Despatch Instruction (if any), Signed Challan, Store Receipt Voucher etc. for completing the supply & delivery of similar type of tendered item(s) of similar make and of similar voltage level during last 7 (seven) years.</p> <p>(b) 03 (Three) purchase orders and delivery instruction / challan of any electrical items costing not less than the amount equal to 40% of the estimated cost of this tender in last 07 (Seven) years.</p> <p>Or</p> <p>(c) 02 (Two) purchase orders and delivery instruction / challan of any electrical items costing not less than the amount equal to 50% of the estimated cost of this tender in last 07(Seven) years</p> <p>Or</p> <p>(d) 01 (One) purchase order and delivery instruction / challan of any electrical items costing not less than the amount equal to 80% of the estimated cost of this tender in last 07(Seven) years.</p>

Click the check boxes beside the necessary documents in the My Document list and then click the tab “**Submit Non-Statutory Documents**” to send the selected documents to Non-Statutory folder. Next Click the tab “**Click to Encrypt and upload**” and then click the “**Technical**” Folder to upload the Technical Documents.

4.2. Financial proposal:

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). The contractor is to quote the rate (Offering above / below / at par) online in the space marked for quoting rate in the BOQ.

Only downloaded copies of the above documents are to be uploaded scanned for virus and digitally signed by the contractor / bidder.

5. Opening and evaluation of tender:

5.1 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 where EMD have been received within due date will only be opened. Proposals corresponding to which EMD has not been received, will not be opened and will stand rejected.
- (iii) Intending bidders may remain present, if they so desire.
- (iv) 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.

(v) Decrypted (transformed into readable formats) documents of the statutory and non-statutory covers will be downloaded for the purpose of evaluation.

5.2. Techno-commercial Evaluation of Tender

(i) During evaluation, the Tender Inviting Authority or his authorized representative may summon the bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if those cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.

(ii) The summary list of bidders, 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 bidders.

5.3. Opening and evaluation of Financial Proposal

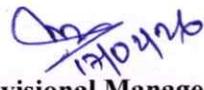
(i) Financial proposals of the bidders declared techno-commercially eligible, will be opened electronically by the Tender Inviting Authority from the web portal stated above on the mentioned date.

(ii) The encrypted copies will be decrypted and the rates will be read out to the bidders remaining present at that time.

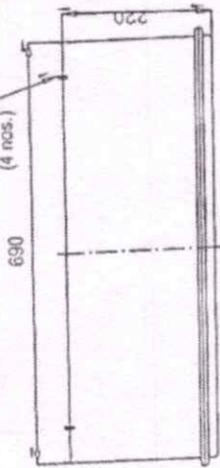
(iii) After opening of the financial proposal the preliminary summary result containing *interalia*, the name of bidders and the rates quoted by them will be uploaded.

(iv) The Tender Accepting Authority may ask any of the bidders to submit analysis to justify the rate quoted by that bidder.

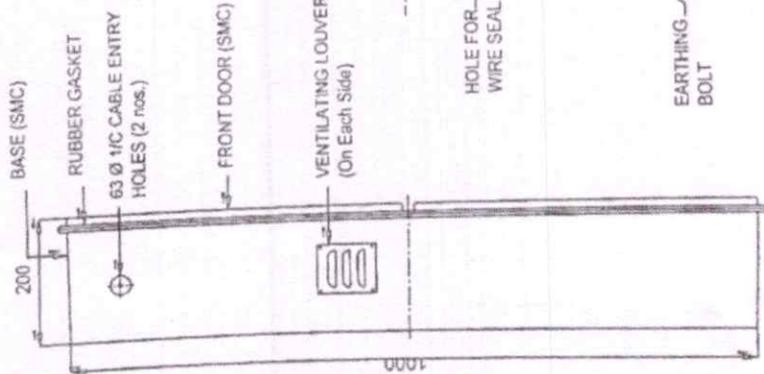
6. Revision/withdrawal of Financial Proposal by the bidder after opening of Technical Proposal of the tender will not be allowed if it is not sought by the Tender Inviting Authority.


Divisional Manager
Behala Division
WBSEDCL

WALL MOUNTING HOLE
(4 nos.)



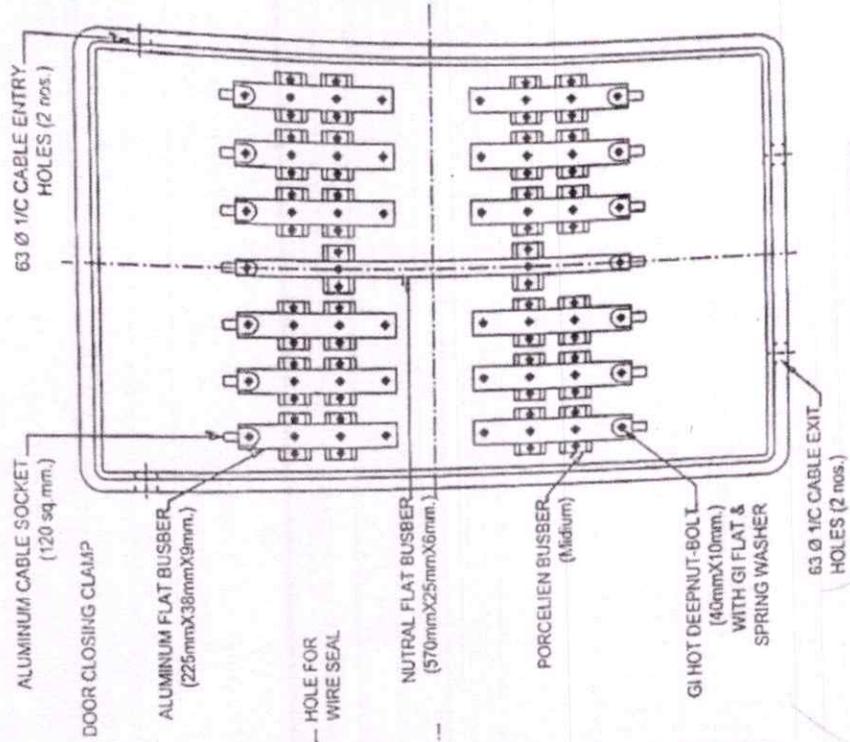
PLAN



SIDE VIEW



ELEVATION



DOOR OPEN VIEW

Notes:-

1. MADE OUT OF THERMOSETTING PLASTIC SHEET MOULDING COMPOUND BY THE PROCESS OF HOT PRESS COMPRESSION MOULDED CONFIRMING TO IS : 13410
2. SMC BASE OR DOOR SHALL NOT SOFTEN OR BEND ON HEATING
3. DOOR FITTED TO BASE BY STRIP HINGES
4. DIMENSIONS
5. INSIDE :- H=1000MM, V= 690MM, D = 220 MM.
6. COLOUR :- OFF WHITE

Signature
 DIVISIONAL MANAGER
 BEHALA DIVISION
 WBSEDCL