



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A. GOVT. of W. B. ENTERPRISE)

CIN: U40109WB2007SGC113473, Web site: www.wbsedcl.in
Office of the Addl. General Manager (HR&A), Common Service Cell
8th Floor, 'B'- Block, Vidyut Bhavan: Bidhannagar: Kolkata -700 091

Corrigendum of NIT vide no: WBSEDCL/CSC/SC/Travel/04 date: 03.04.2025

Name of Work : Rate Contract with Travel Agencies for arrangement of tours of officials of WBSEDCL PAN India Basis

Pre-Bid Discussion held on : 11.04.2025

Sl. No.	NIT Clause no./e-portal	As exists in NIT/web-portal	To be modified/ read as
1	Credential of the Agency at Clause no: K of Eligibility Conditions @ Page no:6	<p>The bidder should have been in the business of Tourism for at least five years during the following financial year i.e. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 and should have executed work order / orders & completion of the same of Govt. or any Govt. Undertaking Organization or any Private Company having annual turnover of not less than 100 crores, during the above mentioned Financial Years, total costing as detailed below:</p> <p>a) 3 similar completed works, each costing not less than Rs.90 Lakhs or, b) 2 similar completed works, each costing not less Rs.1.12 crore or, c) One similar completed work, costing not less than Rs.1.80 crore or, Copy of the Order and Job Completion Certificate/ Payment Certificate/ Payment details mentioning the subsequent Order Number, amounting to the stipulated Value at a), b) & C) has to be attached.</p>	<p>The bidder should have been in the business of Tourism for at least five years during the following financial year i.e. 2019-20, 2020-21, 2021-22, 2022-23 and 2023-24 and should have executed work order / orders/ any documents related engagement for execution of similar works & completion certificate/payment certificate is to be submitted of the same, of Govt. or any Govt. Undertaking Organization or any reputed Private Company, during the above mentioned Financial Years, total costing as detailed below:</p> <p>a) 3 similar completed works, each costing not less than Rs.90 Lakhs or, b) 2 similar completed works, each costing not less Rs.1.12 crore or, c) One similar completed work, costing not less than Rs.1.80 crore Copy of the Order and Job Completion Certificate/ Payment Certificate/ Payment details mentioning the Order Number, amounting to the stipulated Value at a), b) & C) has to be attached.</p>

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2	Feedback at Clause no: xvii of Terms & Conditions @ Page no:11	<p>A feedback form is to be submitted by the touring officers after completion of the tour where they will provide score between scale of 1 to 5 points (5 being the highest rating) on service and quality of Car, Accommodation and Food. Vendor's bills will be processed in full value only on receipt of the feedback of greater than or equals to 3 points. All negative feedback by the touring Officers will be accompanied by factual reasons for that. Additional feedback may be also be submitted for Airlines, but will not carry any point weightage for processing of bills. Any deduction for negative feedback will be made from respective heads of the said service. In case of Hotel bills, weightage of 70% of the total bill value for accommodation and weightage of 30% of the total bill value for food will be considered for deduction if required based on feedback. Bills will be processed on case to case basis after seeking clarification from the travelling officers and concerned vendors.</p> <p>The mode of deduction will be as follows:</p> <ul style="list-style-type: none"> • For 1 points : deduction will be 50% of the base value on that particular category • For 2 points : deduction will be 20% of the base value on that particular category 	<p>A feedback form is to be submitted by the touring officers after completion of the tour where they will provide score between scale of 1 to 5 points (5 being the highest rating) on service and quality of Car, Accommodation and Food. Vendor's bills will be processed in full value only on receipt of the feedback of greater than or equals to 3 points. All negative feedback by the touring Officers will be accompanied by factual reasons for that. Additional feedback may be also be submitted for Airlines, but will not carry any point weightage for processing of bills. Any deduction for negative feedback will be made from respective heads of the said service. In case of Hotel bills, weightage of 70% of the total bill value for accommodation and weightage of 30% of the total bill value for food will be considered for deduction if required based on feedback. Bills will be processed on case to case basis after seeking clarification from the travelling officers and concerned vendors.</p> <p>The mode of deduction will be as follows:</p> <ul style="list-style-type: none"> • For 1 points : deduction will be 50% of the base value on that particular category • For 2 points : deduction will be 20% of the base value on that particular category <p>Deduction of the bill will be made incase clarification given by the concerned vendor is found to be non-satisfactory.</p>
3	Penalty/Liquidated Damage at Clause no: xx of Terms & Conditions @ Page no:13	<p>If the Agency/Company fails to arrange the journey wholly or partly, a liquidated damage/penalty @ ₹5,000/- (five thousand) will be imposed on the immediate submitted bill(s).</p> <p>On the other hand, in failure of the vendor/selected agency/Company if the journey is arranged by any other agency or by the travelling official of WBSEDCL himself/herself, the expenditure thereto will also be charged on actual basis in addition to the liquidated damage/penalty.</p> <p>In both the above cases such charges will be adjusted against the immediate bills submitted by the Agency/Company.</p> <p>However, relaxation on penalty will be applicable only in case of booking of air ticket if booking couldn't be done due to non-availability of seats in intending flight or the intending flight becomes non-operational. But in this case agency/company should inform with valid document from the concerned airline mentioning the actual issue. In case of non-availability of seats in airline, same is to be informed to Corp. C.S. Cell via email immediately on receipt of requisition by the vendor. In case the Airline Company cancels the flight and no alternate arrangement is provided by the Airline Company, any penal measure in such case will not be imposed on the vendor. Documents in support of the same have to be provided by</p>	<p>If the Agency/Company fails to arrange the journey wholly or partly, a liquidated damage/penalty @ ₹5,000/- (five thousand) will be imposed on the immediate submitted bill(s).</p> <p>On the other hand, in failure of the vendor/selected agency/Company if the journey is arranged by any other agency or by the travelling official of WBSEDCL himself/herself, the expenditure thereto will also be charged on actual basis in addition to the liquidated damage/penalty.</p> <p>In both the above cases such charges will be adjusted against the immediate bills submitted by the Agency/Company.</p> <p>However, relaxation on penalty will be applicable only in case of booking of air ticket if booking couldn't be done due to non-availability of seats in intending flight or the intending flight becomes non-operational. But in this case agency/company should inform with valid document from the concerned airline mentioning the actual issue. In case of non-availability of seats in airline, same is to be informed to Corp. C.S. Cell via email immediately on receipt of requisition by the vendor. In case the Airline Company cancels the flight and no alternate arrangement is provided by the Airline Company, any penal measure in such case will not be imposed on the vendor. Documents in support of the same have to be provided by the vendor. However, in such case other logistics support will be provided as per contract, with intimation C.S. Cell.</p> <p>Deduction of the bill basis of feedback (if applicable) shall be made only against the certification of the ordering authority.</p>
4		Contract period shall be read as 3 (Three) years wherever appearing in the bid document	


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5	Name of Cities at Scope of Work @ Page no:3	<p align="center">'KAPADA' to be read as 'KADAPA' And • Mumbai Metropolitan Region (MMR) is to be included in 'A' Category of City. Mumbai, Greater Mumbai are to be excluded from the list. • Visakhapatnam and Greater Noida is to be included in 'B' Category of City. Rest portion of the clause is as per NIT.</p>	
6	Name of Cities at Scope of Work clause no: ii after N.B. @ Page no:4	AC Room has to be provided per person with attached bathroom. Also the said rooms should not be linked with common area, such as terrace or balcony with open access. Any complaints from the residing Officer regarding such arrangement will be lead to imposition of penal or any other legal action against the vendor which may deemed fit as per company's norm, additionally the hotel booking charges will be forfeited	AC Room has to be provided per person with attached bathroom. The entry of the adjacent room(s) should not be linked with attached balcony of the room(s) provided to the travelling officials. Any complaints from the residing Officer regarding such arrangement will be lead to imposition of penal or any other legal action against the vendor which may deemed fit as per company's norm, additionally the hotel booking charges will be forfeited. Deduction of the bill will be made incase clarification given by the concerned vendor is found to be non-satisfactory.
7	Scope of Work clause no: iii @ Page no:4	Local Transport: - AC Swift Dezire or Similar/ AC Ertiga or similar/ AC Innova Crysta or similar car should be provided on disposal basis for the entire tour programme i.e. airport to airport service. In this case the Agency/ Company can utilize their enlisted reputed third party car vendors who could provide well-conditioned car. There will be no outstation concept i.r.o. vehicular billing; billing of such is to be based only through Time/Distance travelled unit. No additional Garage Km will be admissible, only pickup and drop km and time will be considered for billing excluding other optional incidental charges like Night Halt charges (after 10.00 pm), toll and parking charges if any etc.	Local Transport: - AC Swift Dezire or Similar/ AC Ertiga or similar/ AC Innova Crysta or similar car should be provided on disposal basis for the entire tour programme i.e. airport to airport service. In this case the Agency/ Company can utilize their enlisted reputed third party car vendors who could provide well-conditioned car. There will be no outstation concept i.r.o. vehicular billing; billing of such is to be based only through Time/Distance travelled unit. Additional Garage Km will be admissible upto maximum of 10kms from garage to pickup point and 10km from drop point to garage, excluding other optional incidental charges like Night Halt charges (from 10pm to 6 am), toll and parking charges if any etc.


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