



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A Govt. of West Bengal Enterprise)

Mini- Micro Hydel Division

Administrative Building, 2nd Floor, Dowhill Road,

P.O.-Kurseong, Dist: Darjeeling, Pin- 734203.

Email id: deemmhd_wbsecl@yahoo.in, deemmhd@gmail.com
Ph: (0354)2344456 FAX: 0354-2344466, Mobile : +91-7449300706

Memo. No. DE(E)/MMHD/Computer/21-22/

Date:- /05/2021

To

TENDER NOTICE NO.:- DE(E)/MMHD/HR/ 21-22/ 01

Date:-13/05/2021


The Divisional Engineer (Elect), Mini Micro Hydel Division, WBSEDCL, Administrative Building, 2nd Floor, Dowhill Road, P.O.-Kurseong, Dist: Darjeeling, Pin- 734203 (West Bengal) for and on behalf of WBSEDCL invites sealed tenders from the reputed, experienced and financially sound Indian firms for the work for "Supply and Delivery of Computers, Printers, Toner & Antivirus at the Office of the Divisional Engineer (Electrical) Mini Micro Hydel Division, Kurseong, WBSEDCL".

Sl. No.	Name of the work	Earnest Money (Rs.)	Time of completion of work
1.	"Supply and Delivery of Computers, Printers, Toner & Antivirus at the Office of the Divisional Engineer (Electrical) Mini Micro Hydel Division, Kurseong, WBSEDCL"	2.5% (Two point five percent) of the estimated amount i.e. Rs. 3968.00 (Rupees Three Thousand Nine Hundred and Sixty Eight) Only	15 (Fifteen Days)

1. Tender documents containing schedule of work may be had from the office of the undersigned on payment of Rs. 295.00 (Rupees Two Hundred & Ninety Five) Only (non-refundable)] including GST 18 % (Eighteen Percent) on any working days.
2. Tender documents under sealed cover will be received by the undersigned up to 2:00 p.m. on 07/06/2021 and shall be opened on the same day (Next working day in case of BANDH, etc.) at 3:00 p.m. in presence of the attending tenderers or their authorized representative.
3. The name of work and reference no. of the tender should be superscribed on the envelope containing the tender.

4. The Earnest money shall be submitted in the form of **crossed demand draft/bankers cheque in favour of 'West Bengal State Electricity Distribution Company Limited'** on any scheduled bank in India and payable at Kurseong failing which the bid shall be considered as non responsive and hence liable for rejection. The Earnest money thus deposited will be converted as the initial security deposit for the successful bidder.
5. Tender documents will not be issued by Post.
6. The WBSEDCL does not bind itself to accept the lowest offer and reserves the right to reject any or all tenders without assigning any reason whatsoever. The WBSEDCL also reserves the right to split the work in parts among the bidders and/or to cancel the order, if placed, at any time giving 15 (fifteen) days notice.
7. **Validity of Bid:** The Bid shall remain valid for a period of 90(Ninety) days from the date of opening of bid. The bidder should arrange the transit insurance on his own. The same shall be reimbursed on submission of the documentary evidence.
8. Issuance of bid documents will not be construed to mean that such bidders are automatically considered qualified. Tender document will not be sent by post.
9. WBSEDCL reserves the right to reject any bid or part thereof or all bids received at its discretion without assigning any reason whatsoever.
10. **The schedule of notice, sale, submission and opening of tender:**
 - i) Notice inviting Tender [NIT] : DE(E)/MMHD/HR/2021-22/01 Dated :- 13/05/2021
 - ii) Place, date & time for Sale of Tender Document : O/o the Divisional Engineer (Elect)
WBSEDCL, MMHD, M.V Road,
Kurseong, Pin-734203,
Dist.- Darjeeling, West Bengal.
13/05/2021 to 04/06/2021
[10:30 AM to 02:00 PM]
 - iii) Last date and time for submission of bid : 07/06/2021 up to 02:00 PM
 - v) Place, date & time for opening of bid in presence of Bidders representative : O/o the Divisional Engineer (Elect)
WBSEDCL, MMHD, M.V Road
Kurseong, Pin-734203,
Dist-Darjeeling, West Bengal.
[07/06/2021 at 03:00 PM]

Encls: - 1. Terms & Conditions
2. Specification of Items (Annexure-A).


(Simit Subba)

Divisional Engineer (Elect.)
Mini Micro Hydel Division, Kurseong

Terms & Conditions:

1. **Job Description:** The Supply & Delivery of Computer & its accessories under Mini Micro Hydel Division, Kurseong
2. **Price:** The price is to be quoted as per schedule and should be net and firm inclusive of all incidental charges. The Provision of taxes & duties if any shall be governed by prevailing Govt. rules.
3. **Completion period:** The materials should be supplied within 15 (fifteen) days from the date of issuance of order.
4. The bidder shall have PAN registration GST/CGST No. in respect of his firm and required to be furnished as and when asked for during the process.
5. **Liquidated Damage:** In the event of delay, a penalty will be imposed @½% per week or part thereof subject to maximum 10% of the ordered value which will be deducted from the bill.
6. **Payment:** 100% payment will be made through A/c. payee cheque on S.B.I., Kurseong Branch, Kurseong after satisfactory completion of the work.
7. **Statutory Deduction:** WBSEDCL shall deduct all the statutory taxes i.e. income tax, work contract tax, BOCWCESS as applicable at source from the bill in accordance with the provision of statutory obligation as applicable. Tax shall be governed as per government rule.
8. **Validity period:** The entire rate should remain valid for a period of 90 days from the date of opening of tender.
9. **Guarantee Certificate:** The Successful bidders shall have to submit the guarantee/warranty certificate for 1(One) years in case of item Sl No. 1 to 4 and 3 (Three) Years in case of Sl. No. 6 of the Price schedule respectively.
10. **Extension of time:** An extension of time without imposition of penalty, may be granted for delay in execution of work 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 within the schedule date of completion by the contractor who has to establish that the extension of time required by him is not due to his fault.

(a) Causes for Extension of Time for Completion:

The tenderer may claim an extension of the Time for Completion if the work is delayed due to any of the following causes:

- (i) Extra or additional work ordered in writing by WBSEDCL.
- (ii) Suspension of work ordered in writing.
- (iii) Delay by any other Contractor engaged by WBSEDCL, affecting this Contract.
- (iv) The WBSEDCL's Risks, if any when they constitute the sole reason for the delay in completion of Works.
- (v) Delay in hand over of site by WBSEDCL.
- (vi) Force Majeure.

The tenderer shall give notice to WBSEDCL of his intention to make a claim for an extension of time within 7 days of the occurrence of any of the above cause(s). The notice shall be followed as soon as possible by the claim with full supporting details.

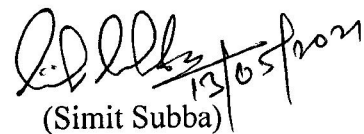
11. Force Majeure:

- (i) Definition of Force Majeure:-

Force Majeure means any circumstances beyond the control of the parties, including but not limited to:

- (a) War and other hostilities, (whether war be declared or not), invasion, act of foreign enemies, requisition or embargo.
- (b) Rebellion, revolution, insurrection, military or usurped power and civil war.
- (c) Ionizing radiation or contamination by radio activity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosives, or other hazardous properties of any explosive nuclear assembly or nuclear components thereof.
- (d) Riot, commotion or disorder.
- (e) Earthquake, Flood, Cyclone and such other natural disaster.

12. **Security Money** : For the successful tenderer of the work, the earnest money deposited with the tender will be converted to form a part of security money. An additional sum of security money, if required, shall have to be deposited by the successful tenderer to constitute initial security money of 2.5 % (two point five percent) of ordered value. Further additional security money @ 7.5 % (seven point five percent) from each progressive bill shall be deducted so that the total deduction together with 2.5 % (two point five percent) security money already taken shall constitute not less than 10 % (ten percent) of the total value of works as actually done. All security money shall be refunded, either in full or part as the case may be, after the expiry of the period of contract (which shall be one year normally, if not otherwise mentioned in the work order) after completion of the work.
13. The tenderers should contact the Divisional Engineer (Elect), MMHD, Kurseong for any further information regarding the detailed job involvement prior to submission of tender.
14. The tenderer should put their signature with seal in all the pages of the tender documents.
15. The rate should be quoted in the enclosed Price Schedule.
16. **Controlling Officer:** The Divisional Engineer (E), Mini-Micro Hydel Division, WBSEDCL, Kurseong.
17. **Supervising & Consignee Officer:** The Assistant Manager (HR&A), Mini-Micro Hydel Division, WBSEDCL, Kurseong.
18. **Paying Officer:** The Assistant Manager (F&A), Mini-Micro Hydel Division, WBSEDCL, Kurseong.



(Simit Subba)

Divisional Engineer (Elect.)
Mini Micro Hydel Division, Kurseong

PRICE SCHEDULE

Sl. No.	Name of item	Quantity Required (Nos.)	Unit	Rate (in Rs. per item)	GST@ %	GST Amount (in Rs.)	Total Amount (in Rs.)
1	Desktop (Core i3 10 th Generation Processor, 4 GB RAM/ 1TB HDD/ 19.5" (Led) Monitor/ Keyboard/ Optical Mouse/ DVD-RW/ Windows 10	1					
2	Laserjet Printer with Flatbed Scanner and ADF	3					
3	Laserjet Printer with Flatbed Scanner	1					
4	Laserjet Printer	1					
5	110A Toner	2					
6	Antivirus 3 User for 3 Years	1					
Total:							
Amount quoted in words:							

Divisional Engineer (Elect)
Mini Micro Hydel Division
WBSEDCL, Kurseong

Signature of the Tenderer with seal