



# West Bengal State Electricity Distribution Company Limited

(AGOV.T.OF.WEST.BENGALE.NTERPRISE)  
Office of the Regional Manager, Purba Medinipur Region Division.  
3rd floor Bijli Bhavan, Daharpur, Purba Medinipur Region, Dist.: Purba Medinipur.  
E-mail: [rm.purbamidnapur@wbasedcl.in](mailto:rm.purbamidnapur@wbasedcl.in)

## NOTICE INVITING E-TENDER

Memo No: PUMRO/E-TENDER/3PH/LTDB/SMC/2025-26/ 2407

Date-27.02.2026

NIT No.: PUMRO/E-TENDER/3PH/LTDB/SMC/2025-26/43, Date-25.07.2025.  
Ref. E-office No.: 619203

Tender is invited by the Regional Manager, Purba Medinipur Region WBSEDCL, 3rd floor Bijli Bhavan, Daharpur, Purba Medinipur Region, Dist.: Purba Medinipur through electronic tendering (e-tendering) from manufacturers / Distributors for supply & delivery of the following item as per schedule detailed below.

Sl No	Description of the Item	Unit	Qty	Estimated Cost	Earnest Money	Completion Time
1	Supply, Delivery of LT DIST. BOX 3PH CONN WH ST.STRAP & BUCKLE (Material Code 0504060941) (Make- INDO/MACEDON/RUPTRON) Dimensions : Inside :- H=300mm, W=200mm, D=115mm, Thickness of SMC wall : 2.0 mm on all sides of box including door, Colour :- Off white.	Nos.	As mentioned in BOQ	Rs.9,46,800.00 (Nine Lakhs Forty Six Thousand Eight Hundred Rupees only)	RS: 18940.00/- (Eighteen Thousand Nine Hundred Forty only)	07 days after placement of purchase order.

**Scope:** The materials are procured for Purba Medinipur Region. The supply of the materials will be directly at Tamluk Divisional Store, Dist.: Purba Medinipur, 721636. Necessary Challan, E-way Bills are to be provided at Tamluk Divisional Store.

### TimeLine:

Sl. No.	Particulars	Date & Time
1	Date of uploading of NIT and Tender Documents (online). [Publishing date]	27.02.2026 at 11:00AM
2	Documents sell / download start date (online).	27.02.2026 at 11:00AM
3	Pre bid meeting Date	05.03.2026 at 11:00AM
4	Bid Submission upload start date (online)	05.03.2026 at 02:00PM
5	Bid Submission upload end date (online)	12.03.2026 up to 02:00PM
6	Date for opening of Technical bid (online) for the Bidders	16.03.2026 after 02:00PM
7	Date of uploading the Final List of Technically Qualified Bidders after Technical Bid Evaluation (online).	To be intimated later
8	Date for opening of Financial Bid (online).	To be intimated later

Intending bidders desirous of participating in the tender are to log on to the website <https://wbstenders.gov.in> for the tender. The tender can be searched by typing WBSEDCL in the search Engine provided in the website.

Bidders willing to take part in the process of E-tendering are required to obtain Digital Signature Certificate (DSC) in the name of person who will sign the tender, from any authorized Certifying Authority(CA) under CCA, Govt. of India (viz. nCode Solution, Safe script, e- Mudhra). DSC is given as a USB-e-Token. After obtaining the Class2 or Class3 Digital Signature Certificate (DSC) from the approved Certifying Authority they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

Tenders are to be submitted online and intending bidders are to download the tender documents from the Website stated above. This is the only mode of collection of tender documents. Details of submission Procedure is given in "Instructions to Bidders" below.

**A) Terms & conditions of the Tender Notice :**

1. Earnest Money Deposit amounting to 2% (Two Percent) of the total Estimated Cost. As mentioned above, shall be submitted individually along with the offer. Necessary earnest money may be remitted through online 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 to 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 in adequate Earnest Money, the bid will not be opened. In case of incomplete offer, the tender will be liable for rejection and Earnest Money Deposited will be forfeited.
6. **One Sample of Each Material to be submitted at Tamluk Divisional Store, physically within the closing date of tender.** The tag with the sample should contain the name of the sample as well as the name of the vendor/bidder. For a valid tender, sample has to be approved by the Divisional Authority. The approval or rejection of sample will be communicated via mail/electronically subsequently. **The technical evaluation of the bidders, whose samples aren't approved, will not be opened & henceforth they will be deemed disqualified.** Rejected Samples can be taken away. After PO is awarded, the awardees can adjust the sample with the delivered material lot & the remaining materials can be taken back by the respective vendors.
7. Vendor/Bidder should declare in their company's letter head during the time of bidding that delivery should be made within 7days of issuance of purchase order.
8. **Vendor/Bidder should be the authorized dealer and necessary document should be submitted during the time of bidding.**
9. The offer shall remain valid for a minimum period of 180 days from the next day of opening of the Tender.
10. The quoted rates should be inclusive of all other taxes & duties, freight/delivery and incidental charges. The quoted rate should be excluding GST charges. GST will be paid as applicable.
11. The ordered materials should be delivered within 7days from the date of PO; otherwise penalty may be imposed as per rule of WBSEDCL for delay of delivery of ordered materials.
12. The necessary documents along with bill, duly certified by the Divisional Manager of the concern Division, are to be submitted at Purba Medinipur Region Office. The SRV will be issued from Tamluk Divisional Store, WBSEDCL.
13. Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in various statutes will automatically disqualify the bidders.
14. The company reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
15. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL/ Other Utility /Govt. Semi Govt. or Govt. under taking Dept. shall not be eligible to participate in the bidding process.
16. 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.



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**B) Terms of Payment:**

Payment of bill will be made within 45 (forty five) days from the date of submission of bill against original receipted Challan/Invoice, SRV signed by the Store In-Charge attached to the respective stores along with warranty certificate.

**C) Warranty Period:** Warranty Period of supplied material will be **one year (1 Year)** from the date of delivery of the said materials. In case of any adverse report from store or defect found in site, materials have to be replaced or it would affect the vendor rating.

**D) Paying Authority:**

The Manager (F&A), Purba Medinipur Region, WBSEDCL, will be the Paying Authority.

**E) Consignee:**

The name of the consignee will be the Store-In-Charge, Tamluk Divisional Store.

**F) Liquidated Damage For Delay In Delivery:**

The time of delivery (successful offer for inspection) 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@1/2% 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.

**G) Any further information along with WBSEDCL's Revised Purchase Policy is accessible from the Website: [www.wbasedcl.in](http://www.wbasedcl.in) and the following office:**

**Office of the Chief Engineer (Procurement & Contracts),  
West Bengal State Electricity Distribution Company  
Limited, Vidyut Bhavan, 4<sup>th</sup> Floor, Bidhannagar,  
Kolkata-700091, Phone No. 033-2319-7563.**

**H) Documents to be submitted in Technical Bid-Please refer slno.6.2 of "Instruction to Bidders" of NIT.**

**I) The specifications of the item. As per specification mentioned in BOQ & DOCs attached to NIT.**

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## Instruction to Bidders

### 1. Eligibility for participation:

- **Original manufacturers/ Distributors** of the tendered items will be eligible in the tender and must submit Dealership Certificate in PDF format.
- The bidders should have credential for supply of the tendered items to WBSEDCL of the 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 in the cam- 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:

#### **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. Tenderer 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) 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). Tenderer 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:

- PAN Card details.
- Current Professional Tax(PT)submission Challan. Application for such Addressed to the competent authority may also be considered.
- GST registration certificate.

##### iii. Financial Info:

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



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## iii. Credential:

- 1) Documents in support of supply of the tendered items to WBSEDCL, in earlier occasions as mentioned below:

Value not less than 80 % ( eighty percent) of the tendered amount in a single contract in the jurisdiction of West Bengal State.

Or

Value not less than 60% (sixty percent) of the tendered amount in two contract in each case in the jurisdiction of West Bengal State.

Or

Value not less than 40% (forty percent) of the tendered amount in three contract in each case in the jurisdiction of West Bengal State.

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

- 3) Others: Dealership Certificate Must, Any other documents found necessary. Drawing of item to be supplied in detail containing Name of Company & Dimensions in SI system (in PDF format)

- 4) ISO Certification is required.

- 5) GTP & test certificates of the materials from NABL accredited laboratories needs to be submitted.

- 6) Dealership Certificate for the said materials must.

- 7) Mandatory submission by the Bidder with duly signed & seal of the company which have to be attached with NIT as:- FORM-XI, FORM-XII & FORM-XIII.

7. Conditional and in complete 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 180 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: 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 tenderer may remain present if they so desire.

### Techno-commercial Evaluation of Tender

- i. While evaluation, the Tender Inviting Authority or his authorized representative may summon the tenderer 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 time frame, their proposal will be liable for rejection.
- ii. The summary list of tenderer, 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 tenderer.

### Opening and evaluation of Financial Proposal

- i. Financial proposals of the tenderer 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.



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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 tenderer to submit analysis to justify the rate quoted by that tenderer.

v. 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.

## 10. 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.

## 11. 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.

## 12. 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.

## 13. 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.wbasedcl.in](http://www.wbasedcl.in)). Performance of the bidders, who supplied materials/equipment to WBSEDCL previously, will be evaluated for their Vendor Rating according to the said Vendor Rating policy and their Vendor Rating will be taken into consideration at the time of evaluation of Technical and Financial Proposals of the tender.

## 14. 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 submission of Security Deposit in two parts @ 2.5% each of a total value of the order placed on the tenderer. All security deposit should be in the form of B.G from any scheduled Bank in India. In the BG there must be provision for payment at Kolkata in case of involving. 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, 033\_40267512/13 since payment gateway facility used by E-tender portal is maintained by ICICI. The qualification in Technical bid will be subject to the receipt and acceptance of EMD within schedule date and time as mentioned in the NIT. WBSEDCL shall not be responsible for any delay in receipt of EMD. In case of the EMD is not received within the aforesaid period, the bid will be out rightly rejected. If the Price Bid is submitted in offline mode, the bid of the concerned bidder shall also be out rightly rejected.

Tender Inviting Authority

  
SE & Regional Manager  
Purba Medinipur Region  
W.B.S.E.D.C.L.

**Declaration regarding no litigation against WBSEDCL**

We hereby declare that, no legal litigation/arbitration is pending/ongoing against WBSEDCL in court/Forum against/by the bidder or its sister concern/Director/Partner/Proprietor.

If it is found at any stage of tendering, our offer will be rejected and I/We don't have any objection on same.

Bidder's Name:

Signature of the Tenderer :

Designation:

Seal of the Company

Date:

**FORM-XIII**

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 -----

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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 confirmed our acceptance of all the items and conditions of the NIT document unconditionally.

(Signature of Authorized Signatory)

Name:

Designation:

Seal:

**FORM-XII**

**PROFORMA FOR UNDERTAKING TO BE-SUBMITTED BY THE BIDDER**

(For genuineness of the information furnished on-line and authenticity of the document

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. -----dt -----
2. None of the Partners of our firm is relative of employee of -----  
(Name of the Company)
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 Authorized Signatory)

Name:

Designation:

Seal: