



**West Bengal State Electricity Distribution Company Limited**

(A Government of West Bengal Enterprise)

**Planning, Investigation & Design Department**

Data Centre Complex (4<sup>th</sup> Floor), Action Area - 1, Street no. 41,  
33/11 KV Sub-stn Campus (near DLF-1), New Town, Rajarhat, Kolkata-700 163

Phone: 033-2324 1514/1516/1519

Website: [www.wbsedcl.in](http://www.wbsedcl.in) E-mail: [wbsdac@wbsedcl.in](mailto:wbsdac@wbsedcl.in)

CIN – U40109WB2007SGC113473



NleT No: WBSEDCL/WBSDA/MP/04/02

Date: 11 / 04 / 2023

**NOTICE INVITING e-TENDER**

West Bengal State Electricity Distribution Company Limited (WBSEDCL) acting as West Bengal State Designated Agency (WBSDA) for Bureau of Energy Efficiency (BEE), MoP, GoI, intends to hire an Agency for providing 03 (three) nos. Technical Manpower to assist WBSDA for carrying out jobs related to Conservation of Energy within West Bengal for 01 (one) year. In this connection, the Chief Engineer, Planning, Investigation & Design Department, WBSEDCL, being the Nodal Officer of WBSDA, invites e-tender in two parts from bona fide agencies having experiences of similar job of Providing technical manpower as stated in the eligibility criteria mentioned in 'Clause No.-5 of Instructions to Bidders (ITB)' of this tender:

Name of the Work	Hiring of an Agency for providing 03 (three) nos. Technical Manpower to assist WBSDA for carrying out jobs related to Conservation of Energy within West Bengal for 01 (one) year
Estimated Amount	16.78 lakh (Exclusive of GST)
Period of engagement	01 (one) year
Earnest Money (Net Banking or RTGS/NEFT)	Rs. 41,949.00 (Rupees Forty one thousand nine hundred forty nine only)

## **TERMS AND CONDITIONS OF THE TENDER NOTICE:**

1. **Registration of Bidder:** Intending eligible bidders, desire to participate in the tender will have to be enrolled and registered with the Government of West Bengal e-procurement system and may download the tender document from the website <https://wbtennders.gov.in> directly with the help of *Digital Signature Certificate (DSC)*. The tender can be searched by typing WBSEDCL in the search engine provided in the above-mentioned website.
2. **Digital Signature Certificate (DSC):** Bidders willing to take part in the process of e-tendering are required to obtain valid Digital Signature Certificate (DSC) issued from any agency authorized by *Controller of Certifying Authority (CCA)*, Govt. of India. The registration should be in the name of bidder, whereas DSC holder may be either bidder himself or his duly authorized person. Tenders shall be submitted online and intending bidders should download the tender documents from the website stated above, directly with the help of the DSC. This is the only mode of collection of tender documents. Details of submission procedure are given in '*Clause No.-9&10 of Instructions to Bidders (ITB)*'.
3. **Contract Performance Security:** The contract performance security for the successful bidder shall be as per '*Clause No.-13 of General Conditions of Contract (GCC)*'.
4. **Bid Submission:** Technical Bid and Financial Bid are to be submitted online through the website <https://wbtennders.gov.in> with the help of the *Digital Signature Certificate (DSC)* within the stipulated date and time.
5. The financial proposal of the prospective bidder will be considered only if the technical proposal of the bidder is found qualified by the tender inviting authority. The decision of the tender inviting authority will be final & binding on all concerned and no challenge against such decision will be entertained. In any circumstance or whatever may be the outcome of the present invitation of the bid, cost of the bidding will not be reimbursed/refunded by WBSEDCL (WBSDA). The list of techno-commercially qualified bidder(s) along with the ones whose bids are not qualified will be displayed in the website.
6. **Bid Validity:** Bids shall remain valid for a period not less than **180 (One hundred eighty)** days from the date of opening of *FINANCIAL BID*. If the bidder withdraws the bid before the period of bid validity, the earnest money to be deposited by him will be forfeited forthwith without assigning any reason thereof.

7. **KEY DATES WITH TIME:**

Sl. No.	Particulars	Date & Time
(i)	Date of uploading of NIT and Tender documents (online) by WBSDA	18.04.2023 at 15.00 Hrs
(ii)	Documents download start date	18.04.2023 at 16.00 Hrs
(iv)	Last date for submission of Pre-Bid queries (if any)	25.04.2023 upto 14.00 Hrs
(v)	Date of Pre-Bid meeting	28.04.2023 at 12.30 Hrs
(vi)	Bid submission (Technical & Financial) start date	04.05.2023 after 10.00 Hrs
(vii)	Bid submission (Technical & Financial) closing date	23.05.2023 upto 16.00 Hrs
(viii)	Date for opening of Technical Bid	26.05.2023 at 14.30 Hrs
(ix)	Date for opening of Financial Bid	To be intimated after evaluation of Technical Bid

8. The bidder or his duly authorized representative may attend the pre-bid meeting at the stipulated date and time as mentioned in the key date's schedule.
9. WBSDA reserves the right to accept or reject any/all offer without assigning any reason what-so-ever and is not liable for any cost that might have been incurred by the bidder at the stage of bidding.
10. No conditional bid and/or incomplete bid will be accepted under any circumstances.
11. The intending bidder(s) are to quote their *rates* online as per specified format.
12. **Disqualification of Bidders:** Any evidence of unfair trade practices including over charging, price fixing, cartelization etc. as defined in various statutes, will automatically disqualify the bidders even if, the bidders meet the eligibility criteria described in 'Clause No.-5 of Instructions to Bidders (ITB)'. Details in this respect are given in the 'Clause No.-16 of Instructions to Bidders (ITB)'.
13. No agent is allowed to participate in the tender. Original agency will only be allowed in the tender.
14. **Amendment of the Bid Documents:** The tender inviting authority reserves the right to modify, amend or supplement the tender document. Any corrigendum, notification concerning this tender will be published in the e-tender portal <https://wbctenders.gov.in> and it will be treated as part and parcel of the tender. The bidders are, therefore, advised to follow the website for such corrigendum, notification etc.



**Tender Document**

15. All the important correspondences must be done through declared authorized e-mail ID with original scanned copy of documents/letter in company's letter head/pad. However hard copies should be submitted in the office through post/ by hand. Details of correspondence shall be given as per 'Clause No.-16 of Notice Inviting e-tender (NleT)'.
16. Any further information related to this tender may be available from the following office:

Office of the Chief Engineer,  
Planning, Investigation & Design Department,  
West Bengal State Electricity Distribution Company Limited (WBSEDCL),  
Data Centre Complex (4<sup>th</sup> Floor),  
Action Area - 1, Street no. 41,  
33/11 KV Sub-stn Campus (near DLF-1),  
New Town, Rajarhat, Kolkata-700 163, West Bengal  
Website : [www.wbsedcl.in](http://www.wbsedcl.in)  
Contact Tel. nos. : 033-2324 1514/ 1516/ 1519  
E-mail ID : [wbsdac@wbsedcl.in](mailto:wbsdac@wbsedcl.in)



(M. K. Das)  
Chief Engineer  
&

Nodal Officer, West Bengal State Designated Agency