

**WBSEDCL****WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED***(A Govt. of West Bengal Enterprise)***Office of the Chief Engineer (Procurement & Contracts)**

Vidyut Bhavan (4th Floor), Bidhannagar, Block-DJ : Sector-II

Kolkata-700 091 : Phone No.033-2359-8397 : Fax No.033-2359-1921

CIN – U40109WB2007SGC113473 / www.wbsedcl.in / materialcontroller@yahoo.co.in**NOTICE INVITING TENDER****N.I.T. No. - P-06/2020-21/PC-IV/Transport**

Tenders are invited by the Chief Engineer, Procurement & Contracts Department, WBSEDCL, Vidyut Bhavan (4th Floor), Bidhannagar, Block-DJ, Sector-II, Kolkata-91 through electronic tendering (e-tendering) from resourceful experienced and reliable transport contractors (Truck/ Trailer Owners) in order to arrive at a Biennial Rate Contract for road Transportation of electrical equipment/materials, including loading, unloading and proper stacking.

Estimated cost for the two year Rate Contract period is Rs.21 crore (approx.)

Schedule of Dates for e-Tendering:

Sl. No.	Activity	Date & Time
1	Publishing Date	18.06.2020 at 12.30 Hrs.
2	Document Download start date	18.06.2020 at 12.30 Hrs.
3	Bid submission start date	30.06.2020 at 14.00 Hrs.
4	Last date of submission of Pre-Bid query to e-mail ID: materialcontroller@yahoo.co.in	25.06.2020 at 16.00 Hrs.
5	Bid submission end date	15 .07.2020 up to 16.00 Hrs.
6	Last date of physical submission of Tender Fee and EMD	16.07.2020 up to 16.00 Hrs.
7	Technical Bid opening date	20.07.20120 at 11.00 Hrs.
8	Financial Bid opening date	The date & time will be intimated after evaluation of Technical Proposal

Intending bidders desirous of participating in the tender are to log on to the website <https://wbtenders.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, Safescrypt, e-Mudhra). DSC is

[1]

Addl. Chief Engineer
Procurement & Contract Deptt.
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Vidyut Bhawan, Kolkata-700091

given as a USB e-Token. After obtaining the Class 2 or Class 3 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, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given in "Instructions to Bidders".

Terms & conditions of the Tender Notice :

1. Each Tenderer is to submit **Tender Fee** and **Earnest Money Deposit** in the form of CTS 2010 compliant Demand Draft (DD) / Banker's Cheque (BC) **on any Scheduled Bank approved by Reserve Bank of India with validity of 3 (three) months drawn in favour of "West Bengal State Electricity Distribution Company Limited" or "WBSEDCL"** payable at Kolkata at the address noted below.
2. The tenderer may submit their pre-Bid query within the stipulated date and time through e-mail at materialcontroller@yahoo.co.in, . WBSEDCL shall upload its clarification(s) in the Tender portal prior to the start date of Bid submission. Bidders are requested to go through the clarification(s) prior to submission of their Bid(s)
3. The bidder shall submit **along with the offer** necessary documents in support of their experience, credential etc. and their Annual Turnover of the last three completed financial years in support of their financial capabilities.
4. No agent is allowed to participate in the Tender. Original **Truck/ Tractor Owners** will only be allowed in the tender.
5. WBSEDCL reserves its right to take decision keeping its financial interest. The Purchase Policy of WBSEDCL alongwith 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.
6. If the offer is submitted without or inadequate Tender Fee & Earnest Money, the bid will not be opened. In case of incomplete offer, the tender will be liable for rejection and Earnest Money Deposit will be forfeited.
7. The offer shall remain valid for a minimum period of 180 days from the next day of opening of the tender.
8. Any evidence of unfair Trade Practices including over charging, price fixing, cartel formation etc. as defined in various statutes, will automatically disqualify the bidders.
9. WBSEDCL is not bound to accept the lowest bid and reserves the right to cancel any or all the bids unilaterally.
10. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL shall not be

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Addl. Chief Engineer
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eligible to participate in the bidding process.

11. 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.
12. Any further information along with WBSEDCL's Revised Purchase Policy may be had from the website: www.wbsedcl.in and the following office:

*Office of the Chief Engineer (Procurement & Contract),
West Bengal State Electricity Distribution Company Limited,
Vidyut Bhavan, 4th Floor,
Bidhannagar,
Kolkata - 700091.*

INSTRUCTIONS TO BIDDER

1. SCOPE OF WORK :

The Tender is invited to arrive at a biennial Rate Contract road Transportation of electrical equipment/materials, including loading, unloading and proper stacking from different stores/ Steel Stockyards of the supplier to different stores/ sites of WBSEDCL as stated hereunder .

Brief Description of Materials to be transported	Loading, unloading & stacking of materials & Road Transportation thereof From - To	Estimated value of work for two years (approx) Rs.
Materials: Steel & Equipment, Transformers, CT, PT, Meter, Lightning Arrestor, cable, conductor & Hardware fittings, electrical materials etc. As per specification	1)Chord Road Central Store & , Chinsurah/Kolkata Burdwan, Midnapore, Santipur, Siliguri Zonal Stores including all other stores of WBSEDCL A n d 2) Steel Stockyards of Main producers & their re-roller if any To Different Stores/Sites/Projects of the Company including loading, unloading, counting & proper stacking	21 Crore.

2 ELIGIBILITY CRITERIA :


The Bidder should be :

- a) Trailer owner for qualifying for Tractor consignments.(Having an establishment in and around Kolkata for transportation of steel materials from the stockyards and other items as required) for Tractor category.
- b) Truck owner for qualifying for truck category
- c) Should have executed at least two separate job during any of the two years 2017-18,2018-19,2019-2020 under WBSEDCL/ WBSETCL/WBPDCL/ other Govt. Department.
- d) Annual Turnover during any of the year viz. 2016-17,2017-18,2018-2019 should be more than Rs. 10 lakhs.

3. DOCUMENTS TO BE SUBMITTED :

- (i) Copies of blue books /smart cards of vehicle owned (self attested), document in support of Insurance coverage, road tax & pollution free certificate.
- ii) Copies of Transport Orders, Copies of signed Challans in support of work already executed from users at least for two separate work for any of two years 2017-18,2018-19,2019-2020.

[4]


Addl. Chief Engineer
Procurement & Contract Deptt.
W.B.S.E.D.C.L.
Vidyut Bhawan, Kolkata-700091

- iii) Statements on average Annual turnover for last three financial years (2016-17,2017-18,2018-2019), duly certified by a Chartered Accountant.
 - iv) Copies of current P.T. Challan & **Photo** Copy of PAN CARD (self attested), GSTIN Certificate & applicable category of GST.
- Relevant particulars in support of the above should be uploaded in the respective folders of the bid.

4. 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.

5 Registration of bidder:

Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the e-Procurement system, through logging on to <https://wbtenders.gov.in>.

6. Digital Signature certificate (DSC) :

Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders.

- 7. The bidder can search and download NIT & Tender Documents electronically from the website mentioned in Clause 4 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

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 extension of validity of the offer for a further suitable period without any change in terms & conditions of the offer.

9. TENDER FEE :

Tender fee shall be Rs. 7080/- including GST @18%. Tender fee shall be paid in the form of CTS-2010 compliant Crossed Bank Draft / Pay Order / Banker's Cheque of scheduled Bank drawn in favour of WBSEDCL payable at Kolkata. Tender fee is non refundable.

10. EARNEST MONEY :

- (a) Amount of earnest money shall be Rs.1,25,000/-(Rupees one lakh twenty five thousand only). Earnest Money shall be in the form of CTS-2010 compliant Crossed Bank Draft / Pay Order / Banker's Cheque of scheduled Bank drawn in favour of WBSEDCL payable at Kolkata. Bidder shall not claim any interest on Earnest Money Deposit.

- The Permanent Bank Guarantee as maintained in the name of erstwhile WBSEB/WBSEDCL and not received back by the bidder, if any, will not be applicable.
- (b) Earnest money will be refunded to the unsuccessful Bidders after finalization of the tender. In case of successful Bidders, EMD will be converted to Security deposit. No interest will be payable on Security Deposit.
- (c) Earnest Money submitted will be liable to forfeiture,
- (i) If successful bidders fail to accept Transport Order /Rate Contract/ LOI issued within their offered validity period, from the next date of opening of tender.
- (ii) In case of failure to submit Performance Guarantee Bond in the shape of Bank Guarantee after placement of order.
- (iii) If any cartel is formed by the bidder in their quotation.

11. Submission of Tenders:

11.1 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. Bidders 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 in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid.

The bidder needs to download the Forms, fill up the particulars in the designated Cell and upload the same in the designated location of Technical Bid. He 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). Bidders should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

11.2 Technical Proposal

The Technical Proposal shall contain scanned copies and/or declarations in the following standardised formats in two covers (folders).

A. Statutory Cover

a) To be submitted in "Drafts" folder

i. Tender Fee

Scanned copy of Demand Draft (DD) / Banker's Cheque (BC) towards tender fee as prescribed in the NIT, in favour of West Bengal State Electricity Distribution Company Limited payable or WBSEDCL at Kolkata.

ii. Earnest Money Deposit (EMD)

Scanned copy of Demand Draft (DD) / Banker's Cheque (BC) towards EMD as prescribed in the NIT, in favour of West Bengal State Electricity Distribution Company Limited or WBSEDCL payable at Kolkata.

b) To be submitted in Annexures folder"

- i) Application for Tender (Vide Annexure-I)
- ii) Price Schedule in Un-priced Condition) Vide Annexure-II)

c) To be submitted in "NIT" folder

- i. Notice Inviting Tender (NIT)
- ii. Addenda/Corrigenda: if any.

Note: Bidders are to keep track of all the Addendum/Corrigendum issued with a particular tender and upload all the above digitally signed along with the NIT. Tenders submitted without the Addendum/Corrigendum will be treated as informal and liable to be rejected.

d) To be submitted in "Forms" folder

- i. Schedule of Bid (Vide Form-I),
- ii. Declaration sheet (Vide Form-II).
- iii. Deviation Sheet (vide Form-III).
- iv. Check List (Vide Form-IV).
- v. Summary statement (Vide Form- V) of Annual Turnover for a period of the last three financial years(i.e 2016-17,2017-18,2018-19) , certified by the Auditor appointed under Companies Act'2013. In case the bidder is not a company, Turnover certificate of Tax Auditor may be submitted.
- vi. Statement of Orders executed during the last three financial years.(2016-17, 2017-18, 2018-19. (form-VI).
- vii. Details of Vehicles (Form-VII).
- viii. Proforma for undertaking to be submitted by the Bidders (Vide Form-VIII)).
- ix. Format of letter of Bid .(Vide Form -IX)

(Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder)

Note: Tenders will be summarily rejected if any item in the statutory cover is missing.

B. Non-Statutory Cover (My Document)

i. Certificates:

- 1) PAN Card details.
- 2) Current Professional Tax (PT) submission Challan. Application for such addressed to the competent authority may also be considered.
- 3) GSTIN certificate
- 4) Sovency Cerificate from any scheduled Bank of India

ii. Financial information :

Audited Accounts and Audit Report for the years FY 2016-17,2017-18,2018-19,

[7]


Addl. Chief Engineer
Procurement & Contract Deptt.
W.B.S.E.D.C.L.
Vidyal Bhawan, Kolkata-700091

iii. Credential:

- a) Copies of blue books /smart cards of vehicle owned (self attested),document in support of Insurance coverage, road tax & pollution free certificate.
- b) Copies of Transport Orders, Copies of signed Challans in support of work already executed from users at least for two separate work for any of two years 2017-18,2018-19,2019-2020.

iv. Declaration :

- a) Choice of work zone

Note : Failure of submission of any one of the above mentioned documents will render the tender liable to summary rejection.

11.3 Financial Proposal

The financial proposal should contain the following documents in one cover (folder).

Bill of Quantities (BOQ)

The bidder is to quote the rate online through computer in the space marked for quoting rate in the BOQ. (Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder).

Only the Bidders willing to work in the **hill area only** should quote their rate against transportation in hill area (Item Sl 29 to 51, Item no 113 to 204). Rate should be quoted excluding GST.

Quoting rate in inappropriate space shall make the bid liable for rejection.

- 12. (i) Inspection of Location :** Bidders are requested to inspect the locations of our specified stores as well as materials at their cost and satisfy themselves about the conditions of approach roads to different destinations as well as nature of work and working condition of each before submitting the quotations for the work. No complaint will be entertained after words by the Company in respect of road conditions, working conditions, availability of labour etc. in the issuing/or destination stores. In no case the Company will be regarded as principal employer of the labourers engaged by the contractors.
- (ii) The transporters are supposed to load, unload and stack materials by their own labour force. The Company will not be responsible for any inflated labour rate which they may have to incur in the event they utilize local labourers. The Company will not be responsible for bonus. P.F. and other demands of the labourers engaged by the contractors, in no case the Company will be regarded as principal employer of the labourers engaged by the transport contractor.

13. PRE-BID QUERY

Intending Bidders' should send their Pre-Bid queries through e-mail at Mail ID materialcontroller@yahoo.co.in. WBSEDCL shall examine those queries and necessary clarifications, if any, shall be up loaded in our website wbasedcl.in. The Bidder(s) are advised to go through the Pre-Bid clarifications as above, prior to submission of their Bid(s).

14. BASIS OF QUTATION

(A)

The bidders shall quote rates separately for (a) loading, unloading and stacking at respective ends (b) for minimum charge per trip for loading, unloading and stacking and (c) for carrying steel sections from the stockyards to Chord Road Central Stores and other stores including projects and (d) for road transportation

charge in respect of each category of materials / equipments specified in schedule-I. The bidder shall quote tonne KM rate (i.e. transportation charge for carrying 1 M/T. for a distance of 1 KM) or unit-KM rate (i.e. transportation charge for carrying one equipment, say one transformer for distance of 1 KM) as required by the Company.

The bidders shall quote the rates for the distance slab 1 to 30 Kms. If the distance run by the vehicle exceeds 30 Kms the rates quoted by the bidders will be reduced in different distance, slabs automatically on the principle of telescopic rates. If the distance exceeds 30 Kms but remains within 50 Kms., the rate quoted by the bidders will automatically come down by 20% of the rates quoted for the distance slab 1 to 30 Kms and transportation charge for the entire distance up to 50 Kms will be calculated on the reduced rate. Similarly the rate for 1-30 Kms will come down by 40% beyond 50 Kms but up to 100 Kms, by 55% beyond 100 Kms but up to 200 Kms by 62.5% beyond 200 Kms but upto 300 Kms by 65% beyond 300 Kms but upto 400 Kms and by 72.5% beyond 400 Kms. The Company, however will allow protection of the charge of the previous distance slab if the transportation charge for any distance in the next slab is less than that of the previous distance slab. If the rate quoted is say Rs.4.00 per tonne KM for the distance slab of 1 to 30 Kms., the rate will be Rs.3.20 per tonne KM for the distance up to 50 Kms, Rs.2.40 for the distance up to 100 Kms, Rs.1.80 for the distance up to 200 Kms, Rs. 1.50 for the distance up to 300 Kms, Rs.1.40 for the distance up to 400 Kms and Rs.1.10 for the distance above 400 Kms. The above is explained below with the help of illustrations.

ILLUSTRATION:

(1) Let it be assumed that the distance run by the truck is 20 Kms weight of the material is 8 M/T and the tonne Km rate is Rs.4.00 . The Transporter will get Rs.(4 x 8 x 20) or Rs.640.00 for transportation (excluding loading, unloading and counting). Loading unloading and stacking charge will be added with it, irrespective of the actual distance .

Illustration: (2) Let it be assumed that the tonne-KM rate is Rs.4.00 for the distance slab 1 to 30 Kms and a truck carries 8 M/T at a distance of 45 kms. Here the rate for transportation (excluding loading, unloading, counting and stacking) will come down to 80% of Rs.4.00 i.e. Rs.3.20 per tonne-KM. So the transportation charge will be Rs.3.20 x 8 x 45) or Rs.1152.00. Loading, unloading and stacking charges will be added with it, irrespective of the actual distance.

Illustration : (3) Let it be assumed that the Unit-KM rate for one unit of material is Rs.16.00 for the distance slab 1 to 30 Kms and the distance run by the truck is 100 kms. The transportation rate will come down to 60% if Rs.16.00 i.e. to Rs.9.60 per unit per km. The transportation charge (excluding loading, unloading, stacking and counting) will be Rs.,960.00 for one unit of material and Rs.1820.00 for 2 units of material. Loading, unloading and stacking charge will be added with it irrespective of actual distance.

(B) Minimum chargeable distance of 20 KMS is being considered by the Company.

(C) Minimum chargeable unit/M.T. per truck/ trailer will be considered by the WBSEDCL as per column (F) at Annexure -1. **Lowest acceptable rate (to be decided by WBSEDCL) may be offered to all techno commercially qualified transporter for execution of work during the tenure of contract period.**

15. GENERAL INSTRUCTIONS :

Rates are to be quoted strictly on the basis indicated in the schedules attached here to.

Bidders quoting rates on other basis will be rejected. For any doubt or mis-understanding of any clause of this specification, our ACE, PC-IV/Spl. Officer (Stores) P&CD may please be contacted for clarification.

16. DISTRIBUTION OF WORK :

The Company reserves the right to distribute the order to more than one party and to accept/reject any or all the bidders without assigning any reasons what-so-ever and does not bind itself to accept the lowest offer. Distribution of work on Zonal basis will be welcomed. The intending bidders will have their rights to indicate the choice of places/Zones, where he intends to work, but the ordering authority will finally decide to fix up the Zonal/ place of work

17. PRE-REQUISITION

All bidders shall ensure that all pre-requisites as mentioned in the Tender Notice and Tender specifications are duly fulfilled by them and if there be any deficiency non-submission of any document, the WBSEDCL reserves the right to cancel the Tender unilaterally.

18. FORMATION OF CARTEL & PENAL MEASURES :

i) Any evidence of unfair trade practices, including overcharging, rate fixing, cartel etc. as defined in various statutes, will automatically disqualify the parties with forfeiture of EMD. Repeated occurrence of such evidence of above bidders may also be viewed seriously by the WBSEDCL authority and penal measures as deem fit would be imposed on such bidders.