



WBSEDCL

WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED

(A Govt. of West Bengal Enterprise)

Office of the Chief Engineer : Procurement & Contracts Department
Vidyut Bhavan (4th Floor) : Bidhannagar : Block-DJ, Sector-II, Kolkata-700 091

Phone No. 033-2359-8397 : e-mail - procurementdept@wbasedcl.in

CIN- U40109WB2007SGC113473, website: www.wbasedcl.in

NOTICE INVITING TENDER

N.I.T. No. - P-22 /2024-25/PC-IV/CRCS

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) on unit rate basis from the different vendors for the under mentioned work:-

1	Name of Work	Cutting of grass,plant,jungle, weeds & climber vines including cleaning of entire area inside premises No. I & II of Chord Road Central Store, WBSEDCL, Authpur, Shyamnagar, North 24 Parganas
2	Measured Area	19,700 (Nineteen thousand Seven hundred) Sq. Meter. However the payment will be made on the basis of actual work done in Sq. Meter
3	No. of Operations per year	06(Six)
4	Total estimated cost	Rs. 1,53,660/- (excluding GST)
5	Publishing Date	11.07.2024 at 12:00 Hrs
6	Document Download start date	11.07.2024 at 12:00 Hrs
7	Pre bid Meeting Date	12.07.2024 at 12:00 Hrs
8	Bid submission start date	15.07.2024 at 12:00 Hrs
9	Bid submission end date	25.07.2024 up to 14:00 Hrs
10	Technical Bid opening date	29.07.2024 at 14:00 Hrs
11	Financial Bid opening date	The date & time will be intimated after evaluation of Technical Bids.
12	Period of Contract	01(One) Year from the date of site handover
13	Location	Chord Road Central Store, WBSEDCL, Authpur, Shyamnagar, Pin-743128.
14	Inspection	Inspection of the said job may be done during working hours on working days before submission of bid.
15	Time of Work	Time schedule of the work will be normal time between 10:00AM to 5:30 PM. It may be changed in case of exigency of service.
16	Penalty	The penalty for late completion @ 0.50% of the Order value per week or part thereof subject to maximum of 10% & that will be deducted from the bill.

1

Superintending Engineer (C)
Procurement & Contract Dept.
WBSEDCL
Vidyut Bhavan, Kolkata-700091


Chief Engineer
Procurement & Contract Deptt
WBSEDCL
Vidyut Bhavan, Kolkata-700091

17	Controlling Officer	The Chief Engineer P&CD, 4 th Floor, Kolkata-700091
18	Supervising Officer	The Superintending Engineer (E), Chord Road Central Store, WBSEDCL
19	Paying Officer	The Addl. General Manager (F&A), P&CD, WBSEDCL
20	Payment	Payment will be made after completion of each operation

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 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. Fixed Earnest Money against Performance Guarantee Deposit amounting to Rs 3900/- (Rupees Three thousand nine hundred only) shall be deposited individually along with the offer. Earnest Money cum Performance Guarantee Deposit shall be made by payment through online mode (Net-banking through Payment Gateway or RTGS/NEFT Payment). Demand Draft (DD)/ Banker's Cheque (BC) towards submission of EMD will not be accepted.

If the offer is submitted with **inadequate Earnest Money** as mentioned above, the **bid will not be opened**.

Following payment options are available for paying EMD amount through online mode:

- i. **Net-banking** through Payment Gateway.
- ii. **RTGS/NEFT Payment:** On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his bank account. Once the payment is made, the bidder will come back to the e-Procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.

General Instructions for Online Payment:

- i. The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.
- ii. Status of NEFT/RTGS payment through Challan for a bid may take time to be updated in 24 Hrs. (approx.). As such bidders opting to pay through NEFT/RTGS mode shall make payment well before 24 Hrs. to avoid any complicity.
- iii. In case actual **EMD amount** as per NIT is **more than the one shown in e-tender portal**, bidders shall mandatorily opt for **NEFT/RTGS (Challan mode)**. In that case **the total actual EMD amount** is to be paid only through NEFT/RTGS mode (challan mode). Challan thus generated will contain the amount which has been mentioned in e-tender portal. However, for payment of actual amount calculated as per NIT, bidders shall **strike through** the amount in challan and **manually put actual EMD amount** while following due payment procedure at respective bank.

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.

Refund/Settlement of EMD Amount:

- i. For unsuccessful bidders EMD amount submitted against the tender shall be refunded automatically (except EMD submitted in the form of BG), through an automated process, by NIC portal on receipt of updated status of any bid. If the EMD has been submitted in the form of BG, the unsuccessful Bidder(s) is/are to apply for the same to the Chief Engineer (Procurement & Contracts), WBSEDCL, giving the reference of the NIT No., date of tender, amount and mode of Earnest Money deposited-complete in all respect for return of the same.
- ii. For successful bid, EMD will be refunded from WBSEDCL authority only after Six months of satisfactory performance from the scheduled date of successful completion of the work and/or completion of contract (as the case may be).
- iii. The bank account used for payment of EMD by the bidders shall be maintained operative during the entire rate contract period. 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.

Successful bidder shall have to mandatorily create **vendor id through WBSEDCL Vendor Corner**, if not created earlier.

2. Both **Technical Bid** and **Financial Bid** are to be submitted concurrently duly digitally signed by the Bidder through the website <https://wbtennders.gov.in>. (Details of which has been narrated in 'Instruction to Bidders').
3. **Eligibility criteria for participation in tender:**
 - (i) A Bidders shall be considered technically eligible, with experience of having successfully completed similar nature of work having value **not less than Rs 76830/- (Seventy Six thousand Eight hundred and thirty only)** during **last 3 years**, rendering services to Govt., Semi Govt., Govt. Undertaking Organizations, Govt. Enterprises etc(**Civil category**).
 - (ii) Any kind of adverse records found against the agency from WBSEDCL/WBSETCL and/or government/semi-government organization related to termination of contract, cancellation of order, poor progress of work, bad-workmanship, adoption of fraudulent practices while bidding procedures etc. on the part of the bidding agency shall be deemed to be ineligible and subsequently rejected in the technical bidding process thereof.

- (iii) The bidder has to submit credential documents that includes Completion Certificate indicating Value of work-done, Date of completion of the work and detail communicational address along with contact number of the Client. Completion Certificate from the concerned Executive Engineer/District Engineer/Divisional Engineer or equivalent rank and above will be treated as valid credential. [Non-statutory Documents]
- (iv) All categories of prospective Bidders shall have to submit valid copies of up-to-date **Professional Tax receipt Challan, P.F. Registration number with current return/challan, GST Registration certificate, E.S.I. Registration no (for execution of works in ESI coverage area) with current return/challan , PAN Card and Income Tax Return for last three Assessment Years i.e.2021-22, 2022-23&2023-24, Trade License in respect of the prospective Bidder. Proprietorship Firm (Trade License). Partnership Firm (Partnership Deed, Trade License). Ltd Company (Incorporation certificate, Trade License). Co-operative Society (Society Registration copy, Trade License).**[Non-statutory Documents]
- (v) Neither prospective Bidder nor any of the constituent partners had been debarred to participate in any Tender by any Government Department/Semi-Govt/Govt Undertakings/ Enterprise etc during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. (a declaration in this respect has to be furnished by the prospective bidders). [Non-statutory Documents]
- (vi) The prospective Bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (a declaration in this respect has to be furnished by the prospective bidders). [Non-statutory Documents]
- (vii) No conditional / Incomplete Tender will be accepted under any circumstances.
4. The **FINANCIAL OFFER** of the prospective bidder will be considered only if the **TECHNICAL BID** of the Bidder is found qualified by the WBSEDCL. The decision of the WBSEDCL will be final and absolute in this respect. The list of Qualified Bidders of Technical Bid will be displayed in the website.
5. There will be no provision for price variation and/or price escalation under the scope of this contract. The rate quoted by the agencies will be treated as final. The rate quoted by the agency is exclusive of GST and other statutory charges and will levied time to time as per extant government policy.
6. **No mobilization advance and secured advance will be allowed.**
7. A prospective Bidder shall be allowed to participate in the tender either in the capacity of individual or as a partner of firm. **Joint Venture/Consortium shall not be**

allowed. If found applied severally in a single job, all his offers will be rejected for that job.

8. The Bidder at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender. The cost of visiting the site shall be at the Bidder's own expense.
9. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the WBSEDCL. The WBSEDCL reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Bidder at any stage of Bidding.
11. If the offer is submitted without or inadequate 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.
12. The offer shall remain valid for a minimum period of 120 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.
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. WBSEDCL is not bound to accept the lowest bid and reserves the right to cancel any or all the bids unilaterally.
15. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL 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 & Special conditions of contract of this tender.

17. The Bidders have to submit the following documents as Pre-requisites:
- a) Past Performance Certificate / Order Executed in last three years, for Govt., Semi, Govt., Govt. Undertaking Organizations, Govt. Enterprises etc(Civil category).
 - b) Valid GST Registration Certificate.
 - c) Valid PAN /IT clearance Certificate.
 - d) PT Clearance Certificate or Recent copy of P-Tax Challan.
 - e) Annual Turnover for last three financial years in the form of audited statement of profit & loss.
18. All Bidders shall ensure that all pre-requisites as mentioned above are duly fulfilled and submitted by them and if there be any deficiency regarding non-submission of any documents, WBSEDCL reserves the right to cancel the tender unilaterally.
19. Any false statement/submission in the tender will lead to cancellation of tender without any further reference and the Earnest Money cum Security Deposit shall be forfeited.
20. 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 & Contracts), West Bengal State Electricity Distribution Company Limited, Vidyut Bhavan, 4th Floor, Bidhannagar, Kolkata - 700091.

Instructions to Bidders

1. **General guidance for e-Tendering:** Instructions / Guidelines for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.
2. **Registration of bidder:** Any bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System of West Bengal, through logging onto <http://www.wbtenders.gov.in> (the web portal).
3. **Digital Signature certificate (DSC):** Each bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause 2 above. DSC is given as a USB e-Token.
4. **Downloading of Tender documents:** The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
5. **Documents:**
Relevant particulars in support of the above should be uploaded in the respective folders of the bid.
6. The bidder can search and download NIT & Tender Documents electronically from the website mentioned in Clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.
7. **Submission of Tenders:**

7.1 General process of e-Tender.

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 Bidder 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 Cells as applicable for Normal Category or Promotional Category 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 Cells 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.

7.2 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: Not Applicable.

ii. Earnest Money Deposit (EMD)

As prescribed in the terms and conditions of the NIT.

b) To be submitted in Annexure 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. Check List (Vide Form-III).

iv. *Statement of Orders executed during the last three financial years related to similar kind of works executed by vendor for Govt., Semi, Govt., Govt. Undertaking Organizations, Govt. Enterprises etc(Civil category).*

(Form IV). (2021-22, 2022-23, 2023-24.

v. Proforma for undertaking to be submitted by the Bidders (Vide Form-V) .

vi. Format of letter of Bid .(Vide Form -VI)

vii. Format of agreement. (Vide Form- VII)

(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 copy.
- 2) Current Professional Tax (PT) submission Challan. Application for such addressed to the competent authority may also be considered.
- 3) GSTIN and certificate
- 4) Provident Fund registration certificate.

ii. Credential :

Copy of Orders related to similar kind of works with
WBSEDCL(valid at present)

or

Credential of similar nature of work (i.e. **Civil Works**) under State/Central Government, State/Central Government undertaking, Statutory Bodies constituted under the statute of Central/State Government of value not less than Rs 76830/- (Seventy Six thousand Eight hundred and thirty only) executed during last three (03) financial year. Scanned copy of Work Order and completion certificate, to be furnished.

7.3 Financial Proposal

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

Bill of Quantities (BOQ)

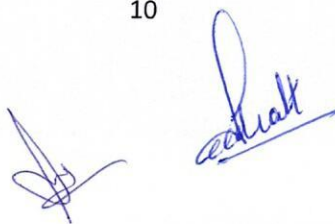
The bidder is to quote the rate online through the portal in the space marked for quoting rate in the BOQ. *(Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder).*

Rate should be quoted in the appropriate space Quoting rate in inappropriate space shall make the bid liable for rejection.

8. Submission of original copies of documents of Earnest Money Deposit:

- i. **Mode of Payment:** As prescribed in the terms and conditions of the NIT.
- ii. Earnest Money cum Security Deposit shall be made by payment through online mode (Net-banking through Payment Gateway or RTGS/NEFT Payment). Demand Draft (DD)/ Banker's Cheque (BC) towards submission of EMD will not be accepted. Partial payment through online mode and remaining submission through Demand Draft (DD)/ Banker's Cheque (BC) will not be accepted.

Time of submission: The original copies of BG towards EMD shall be submitted in a sealed envelope in the office as stated above within the date



and time as specified in the NIT. If the bidder fails to submit the original copies of BG within the due date and time his tender will not be opened and his bid will stand rejected.

9. **Conditional and incomplete tender:**

Conditional and incomplete tenders are liable to summary rejection.

10. **Validity of Tender and Offer:**

The offer against tender should remain valid for a minimum period of 120 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.

11. **Earnest Money Deposit (EMD):**

- (a) Amount of earnest money cum performance guarantee deposit shall be Rs. 3900/- (Three thousand nine hundred only).
- (b) Earnest Money in the form of performance guarantee Deposit shall be made by payment through online mode (Net-banking through Payment Gateway or RTGS/NEFT Payment) or in the form of Bank Guaranty (BG) as applicable, valid for One years from the date of opening of the tender with a claim period of another six months subject to further extension if required). Demand Draft (DD)/ Banker's Cheque (BC) towards submission of EMD will not be accepted. Partial payment through online mode and remaining submission through Demand Draft (DD)/ Banker's Cheque (BC) or through BG is also not allowed. If the offer is submitted with **inadequate Earnest Money** as mentioned above, **the bid will not be opened.**
- (c) Bidders shall not claim any interest on Earnest Money Deposit.

(d) **Refund of EMD**

Earnest money will be refunded to the unsuccessful Bidders after finalization of the tender and in case of successful Bidders, EMD will be converted into performance guarantee Deposit. EMD in the form of Performance guarantee deposit will be refunded only after Six months of satisfactory performance from the scheduled date of successful completion of the work and/or completion of contract (as the case may be).

- (e) Earnest Money submitted will be liable to forfeiture;
- (i) if the successful Bidders fail to accept /Order/ LOI issued within their offered validity period.
 - (ii) for failure to sign the contract agreement with WBSEDCL within 30 (thirty) days of issue of the letter of award, the award may be cancelled and Earnest Money Deposit will be forfeited without assigning any reason whatsoever.
 - (iii) If any cartel is formed by the Bidder in their quotation.

12. Opening and evaluation of tender:

12.1 Opening of Technical Proposal

- i. Technical proposals will be opened by the Tender Inviting Authority or his authorised representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Technical proposals for those bidders, whose payment towards EMD has been received through online mode (Net-banking through Payment Gateway or RTGS/NEFT Payment)), within scheduled time as indicated in the NIT, will only be opened.
- iii. Intending Bidders may remain present if they so desire.
- iv. Cover (Folder) for Statutory Documents (vide Clause 7.2 A) will be opened first and if found in order, Cover (Folder) for Non-statutory Documents (vide Clause 7.2 B) will be opened. If there is any deficiency in the Statutory Documents, the tender will summarily be rejected.
- v. Decrypted (transformed into readable formats) documents of the Statutory and Non- statutory Covers will be downloaded for the purpose of evaluation.

12.2 Techno-commercial Evaluation of Tender

- i) In evaluation of techno-commercial part of the bids and in making awards, WBSEDCL will consider the factors such as - past experience and performance, record of integrity in dealing, the time of work completion, capability to perform including available facilities like adequate equipment, tools etc.
- ii) During evaluation, the Tender Inviting Authority or his authorised representative may summon of the Bidders 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 timeframe, their proposals will be liable for rejection.
- iii) The summary list of Bidders, 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 Bidders.

12.3 Opening and evaluation of Financial Proposal

- i. Financial proposals of the Bidders 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.
 - iii. Evaluation of the financial proposals will take into account the Ex-works price quoted, excluding GST. GST will be paid /reimbursed extra as applicable.
 - iv. After opening of the financial proposal the preliminary summary result containing inter- alia, name of bidders and the rates quoted by them will be uploaded.
 - v. The Tender Accepting Authority may ask any of the Bidders to submit analysis to justify the rate quoted by that Bidder.
 - vi. Evaluated bid price of all bidders shall be compared among themselves to determine the lowest evaluated bid and as a result of this comparison, the lowest bid will be selected for award of contract.
13. 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.

14. 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/bids, for valid reasons.

15. PROCESS TO BE CONFIDENTIAL

17.1. After the opening of bids, information relating to the examination, clarification, evaluation and comparison of bids, and recommendations concerning the award of contract shall not be disclosed to bidders or other persons not officially concerned with such process.

17.2 Any effort by a bidder to influence WBSEDCL or other connected in the process of examination, clarification, evaluation and comparison of bids, and in decisions concerning the award of contract, may result in the rejection of his/their bid.

16. TIME SCHEDULE

The basic consideration and the essence of the contract shall be the strict adherence to the time schedule specified in the NIT.

17. TAXES, DUTIES AND OTHER LEVIES

- a. The contractor shall be solely responsible for the taxes that may be levied on the contractor's persons or on earnings of any office employee and shall hold the purchaser indemnified and harmless against any claims that may be made against the purchaser. The purchaser does not take any responsibility what-so-ever regarding taxes under Indian Income Tax Act, for the contractor or his personnel. If it

is obligatory under the provisions of Indian Income Tax Act, deduction of Income Tax at source shall be made by the purchaser.

- b. All other taxes/duties/levies/cess payable (excluding service tax) by the bidder shall be included in the bid price and no claim on this behalf will be entertained by the owner.

18. LAWS GOVERNING CONTRACT

The contract shall be construed according to acts/laws in force in the country and shall be under the jurisdiction of Calcutta High Court.

19. LANGUAGE AND MEASURES

All documents pertain to the contract including specifications, schedule, notice, correspondences, operating and maintenance instructions, drawings or any other writings be written in English language. The metric system of measurement shall be used exclusively in this contract.

20. CORRUPT OR FRAUDULENT PRACTISE

WBSEDCL expects that bidders/contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the owner defines for the purpose of this provision, the terms set forth below as follows:

19.1 "Corrupt practice" means the offering giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution, and

19.2 "Fraudulent Practice " means misrepresentation of facts in order to influence a procurement process of the execution of a contract to the detriment of the owner, and includes collusive practice among bidders (Prior to or after bid submission) designed to establish bid prices at artificial no-competitive levels and to deprive the owner of the benefits of free and open competition.

19.3 Will reject a proposal for award if the owner determines that the bidder recommended for award has engaged in corrupt or fraudulent practice in competing for the contract in question.

19.4 Will declare a Firm ineligible either indefinitely or for a stated period of time if owner any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

21. INSURANCE

The successful bidder on awarding of contract shall arrange, secure and maintain all insurance as may be pertinent to the work and obligatory in terms of law to protect the interests of WBSEDCL against all perils. The form & the limit of such insurance together with underwriting in each case shall be acceptable to WBSEDCL. However, irrespective of such acceptance the responsibility to maintain adequate insurance coverage at all times during the period of contract shall be bidder's alone.

22. CORRECTNESS AND SUFFICIENCY OF RATES QUOTED IN THE TENDER

The bidder shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for work and the rates and prices stated in the schedule of works. The rates and price quoted shall cover all obligation of the bidder under the contract and all materials, labour etc. necessary for proper completion and maintenance of the work.

23. Penalty for suppression / distortion of facts

If any Bidder fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tender committee will take action as deem fit against such defaulting Bidder.

The Employer reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time the prior to the award of Contract without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

24. AWARD OF CONTRACT

The Bidder who's Bid would be accepted will be notified by the authorized official through acceptance letter/Letter of award.

The notification of award will constitute the formation of the Contract.

The Agreement as per enclosed format in G.C.C. will incorporate all agreements between the Tender Accepting Authority and the successful bidder. All the tender documents including N.I.T. & B.O.Q. will be the part of the contract documents.

25. CONTROLLING OFFICER

The Chief Engineer P&CD, 4th Floor, Kolkata-700091 will be the Controlling Officer of this work.

26. SUPERVISING OFFICER

The Superintending Engineer (E), Chord Road Central Store, WBSEDCL will be the Supervising Officer of this work.

27. TERMS OF PAYMENT

100% payment including GST will be made after completion of each operation (i.e. 06 nos. or as applicable), against bills submitted by the contractor in complete shape with requisite documents, after making statutory deductions, if any. The contractor has to submit their bill in triplicate format along with relevant EPF and insurance papers along with its bank challan, Work Completion Report, PAN card in Xerox etc. to the Office of the Superintending Engineer (E) of Chord Road Central Store. Bill will be released after authentication by the Superintending Engineer (E) of Chord Road Central Store. Running account bill will be paid within 45(forty five) days from the date of submission of the bill depending on the reasonable progress of the work.

28. PAYING AUTHORITY


The Additional General Manager (F&A), P&CD, WBSEDCL, Vidyut Bhavan, 4th floor, Kolkata-700091 will be the paying authority of this work.

29. AMENDMENT OF BIDDING DOCUMENTS

- a. At any time prior to the deadline for submission of bids, WBSEDCL may, for any reason whether at his own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by issuing amendments. Any such amendment shall be part of the bidding document.
- b. Such amendment(s) will be published on the same website mentioned above. Owner will bear no responsibility or liability arising out of non-pursuance of the same in time or otherwise by the bidder. In order to afford prospective bidders reasonable time in which to take the amendment in to account in preparing their bids, the owner

may, at its discretion, extend the deadline for submission of bids. Such amendments, clarification, etc. shall be binding on bidders and will be given due consideration by the bidders while they submit their bids and invariably enclose such documents as a part of the bids.

In addition to these, all other terms and conditions not mentioned above will be followed as per GCC and Civil Work Policy of WBSEDCL.



Chief Engineer
Procurement & Contract Deptt.
WBSEDCL
Vidyut Bhavan, Kolkata-700091



Superintending Engineer (C)
Procurement & Contract Dept.
WBSEDCL
Vidyut Bhavan, Kolkata-700091