



West Bengal State Electricity Distribution Company Ltd.
(A Govt. of West Bengal Enterprise)
Hydel Headquarters

Telephone: 0353-2542160
e-mail: cehydel@wbasedcl.in

Power House Complex,
2nd Mile Sevoke Road,
Siliguri, PIN-734001

TENDER NOTICE NO:CEH/HRA/TENDER/23-24/14

Dated: 21.07.2023

Sealed tenders are invited from bona-fide, resourceful contractors/agencies/vendors of WBSEDCL/WBSETCL/Public sector power utilities/other Govt. organization/Govt. undertaking etc. having experience in execution of similar nature of works for the work detailed hereunder:

Sl. No.	Name of the work	Estimated Amount	Completion time of work
1.	Supply & delivery of Mattress along with protector, Bed Sheet, Bath towel, Cushion & Bed Cover for Transit Rest Camp under Hydel Headquarters, WBSEDCL, Siliguri.	Rs. 46520 (Rupees forty six thousand five hundred twenty) only	30 days

Instruction to Bidder:

- Rate should be quoted both in words and in figures excluding delivery/transportation charges and GST.
- GST as applicable will be paid extra. HSN Code to be mentioned.
- The rate quoted shall be firm and net. No price escalation or revision of rates shall be considered during the period except the charges, if any in the taxes & duties.
- Reference of Tender Notice with due date of opening should be super scribed in the envelope supported with Trade license, Valid GST registration certificate, Pan card, Professional tax registration certificate and payment challan.
- The Bid shall remain valid for a period of 180 (One Hundred & Eighty) days from the date of opening of bid. Issuance of bid documents will not be construed to mean that such bidders are automatically considered qualified.
- Tender documents will not be issued / received by post. Physical collection and submission of tender is mandatory. Tender send by post will be rejected.
- All pages of the tender document must be signed with company's seal by the tenderer.
- Any corrections in the tender should be signed by the tenderer before submission of the tender. Canvassing in connection with tenders is strictly prohibited and the tenderer who resort to canvassing, will be liable for rejection.
- The intending tenderers are to submit the sealed tender papers in the specified tender box at the Office of the Chief Engineer (Hydel), Hydel Headquarters; W.B.S.E.D.C.L.
- Tenders received after due date and time shall not be entertained under any circumstances.
- The WBSEDCL may at its discretion ask any bidder to produce the detailed price analysis for the quoted rate.

- Intending bidders may visit the site giving prior intimation to the office before submission of tender.
- The tenderer will have to quote their rates in figure as well as in words strictly in the format furnished in the tender documents. If there is discrepancy in figure and word the amount stated in word shall prevail.
- The tender by a partnership firm must be furnished with full names of all partners and be signed with partnership name, followed by the signature(s), designation(s) of the authorized partner(s) or other authorized representative(s).
- 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.
- Any other details may be collected from the Manager (HR&A), Office of the Chief Engineer (Hydel),Hydel Headquarters, WBSEDCL, Siliguri. Mob No. 8900794006.

Schedule for key information of this tender:

i)	Place for issuance and submission of Tender Document and opening of bid document.	O/o The Chief Engineer (H), HHQ, WBSEDCL, Power House Complex, 2 nd Mile Sevoke Road, Siliguri, Pin-734001 Dist. - Darjeeling, West Bengal.
ii)	Date & Time for receipt of application with required documents for issue of Tender Paper.	From 11:00 hrs of 24th July to 16.00 Hrs of 28 th July, 2023 (Except Saturday, Sunday & Holiday)
iii)	Last date and time for submission of bid document	Upto 14.00 Hrs of 4 th August, 2023
iv)	Date and time for opening of bid in presence of Bidders or their representative	At 15.00 Hrs of 4 th August, 2023


 (Sibes Kumar Deb)
CHIEF ENGINEER (HYDEL)

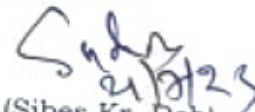
Terms & Conditions:

1. **Scope of Work:** "Supply and delivery of bed linens as specification tabulated below for Transit Rest Camp under Hydrel Headquarters, WBSEDCL, Siliguri."

Sl. no	Descriptions	Unit (Nos.)
1	Sleepwell Mattress Utsav 2.0 (Size-78X72X5.5 inch)	2
2	Bed Protector Armour Plus(Size-78X60X14 inch)	2
3	Pure Cotton Double Bed Sheet(White)	3
4	Cotton Bath Towel (King Size)	5
5	Cotton Bed Cover(Queen size)	2
6	Polyester Fibre Solid Cushion alongwith high quality abstract cushion cover	5

2. **Price:** The price should be net and firm inclusive of all incidental charges. The provision of taxes & duties, if any, shall be governed by prevailing Govt. rules. Indicate the SAC/HSN Code as applicable in the tender document.
3. **Completion period:** The work has to be completed within 30 (Thirty) days from the date of issuance of order.
4. **Guarantee Period:** The entire items shall have to be guaranteed for a period of one year or as provided by the manufacturer from the date of completion of work.
5. **Quality:** The items supplied should be of high quality pure cotton fibre. If found beyond specification the same has to be replaced immediately.
6. **Evaluation and Comparison of Bids:** Bid shall be evaluated on basis of total price for the entire scope of work covered under this bid document.
Evaluation 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.
7. **Liquidated Damages:** Supply and delivery (physical delivery of Items/ Materials at the place of delivery in accordance with the Delivery Instruction) /erection/construction of the Equipment /Materials as well as execution of the entire work should be as per the delivery schedule/schedule of completion of work. If the Equipment / Materials/ erection/construction are not delivered/work is not completed within stipulated period as per schedule, WBSEDCL reserves the right to repudiate the Order (LOA). But the Purchaser may, at his discretion, extend the delivery schedule/execution schedule subject to imposition of liquidated damages at half percent (0.5%) of the Contract price for per week of delay or part thereof for first 10 (ten) weeks and @ 1% (one percent) of value per week beyond 10 (ten) weeks subject to a maximum of 10% of the contract price /Ordered value and accept the delivery work of all mentioned items beyond the stipulated period. Liquidated damages, if any, shall be recovered from your bill.

8. **Payment:** 100 % payment along with taxes and duties will be made after successful delivery of all items and against submission of your GST prescribed invoice in triplicate. The payment will be made through bank transfer.
9. **Statutory Deduction:** WBSEDCL shall deduct all the statutory taxes i.e. income tax, work contract tax, as applicable at source from the Invoice in accordance with the provision of statutory obligation as applicable.
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 supplier. 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.
11. **Safety Rules:** All the safety rules required for the works shall have to be followed strictly.
12. **Jurisdiction:** Any dispute arising with the department and the agency will be dealt exclusively within the jurisdiction of Courts of Darjeeling/Jalpaiguri District or Kolkata High Court.
13. **Labour rules:** All labour related work directly or indirectly, the agency should follow according to the provision.
14. **Controlling Officer:** The Chief Engineer (Hydel), Hydel Headquarters, WBSEDCL.
15. **Supervising Officer:** The Manager (HR&A), Hydel Headquarters, WBSEDCL.
16. **Paying Officer:** The Manager (F&A), Hydel Headquarters, WBSEDCL.


(Sibes Kr. Deb)
CHIEF ENGINEER (HYDEL)

Price Schedule:

SL No	Item Description	Qty (Nos)	Rate per Unit	Total Amount (In fig.)	Total Amount (In words)
1	Sleepwell Mattress Utsav 2.0 (Size- 78X72X5.5 inch)	2			
2	Bed Protector Armour Plus(Size- 78X60X14 inch)	2			
3	Pure Cotton Double Bed Sheet(White)	3			
4	Cotton Bath Towel (King Size)	5			
5	Cotton Bed Cover(Queen size)	2			
6	Polyester Fibre Solid Cushion alongwith high quality abstract cushion cover	5			
Total					
18 % GST					
Profit _____%					
Transportation charges including loading and unloading					
Total Amount					

NB: # If there is any discrepancy between amount quoted in figure and amount quoted in words, the amount quoted in words will be taken into considered for the purpose of evaluation of the price.

If there is any discrepancy between unit rates and the total amount, the unit rate shall be considered for the purpose of evaluation of the price part.

Signature of Tenderer with Seal