



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LTD.

(A Government of West Bengal Enterprise)

OFFICE OF THE REGIONAL MANAGER

Purulia Regional Office

TARIT BHAVAN, 1ST FLOOR, D.B. ROAD, PURULIA-723101

CONTACT: 8900799416

CIN NO-U40109WB2007SGC113473

Mail ID : rm.purulia@wbasedcl.in

NOTICE INVITING TENDER

On line tender (e-Tender) in two parts (Part-I : Techno-Commercial Bid, Part-II : Financial Bid) are invited by the S.E. & Regional Manager, WBSEDCL, Purulia Region, Tarit Bhavan (1st Floor). Purulia-723101(W.B.) from experienced, resourceful, bonafied agencies of WBSEDCL /WBSETCL /WBPDCCL /Central Govt. /State Govt. /Semi - Govt. /Undertaking for the supply and delivery of the items mentioned below:

Sl. No.	Tender Notice No.	Description of the Item	Estimated Cost (Rs.) (Inclusive of GST)	Completion Time	Earnest Money (Rs.)
01.	RM/PRO/CSR/TENDER/26-27/02 Dt. 08.09.2026.	Supply & Delivery of the following items at various schools iro Purulia District under CSR Scheme 2026-2027 <u>High & Low Bench with wooden top framed with Metal: 366 set</u> Structure: 2" x 1" – Black Powder Coated Hollow Pipe (iron) Furnished Wooden Top: 3/4 inch (with painting). <u>High Bench:</u> Length: 06 feet, Widths: 12" x 3/4 Height: 30 inch <u>Low Bench:</u> Length: 06 feet, Widths: 12" x 3/4 Height: 18 inch	19,76,400.00 (Rupees nineteen lakh seventy six thousand four hundred only)	1(One) Month from the date of issue of the Purchase Order	39,528.00

□ Registered Office: "Vidyut Bhavan", Block- DJ, Sector- II, Bidhannagr, Kolkata- 700091

Telephone :2359 1930 to 1940 & 23197 + PBX/Extn.No. □ Fax : 033-2359-1954

Corporate Identity Number (CIN): U40109WB2007SGC113473

Website - www.wbasedcl.in

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Schedule of Key Dates

SL. No.	Activity	Date & Time
1.	Date of Issue of NIT	08.09.2026
2.	Document download start date	10.09.2026 from 5.00 P.M.
3.	Pre-bid meeting at the Chamber of Regional Manager, Purulia Region Dist:- Purulia.	14.09.2026 at 11:00am
4.	Bid submission start date	10.09.2026 from 6 P.M
5.	Last date of online submission of Technical Bid and Financial Bid.	25.09.2026 upto 04:00 pm
6.	Last Date of submission EMD(online)	25.09.2026 upto 04:00 pm
7.	Last date of submission of BG (Physical copy)(For bidders, who want to submit EMD in form of BG)	N/A
8.	Opening of Technical Bid at the Regional Office, Dist:-Purulia, WBSEDCL.	28.09.2026 at 12:30pm
9.	Opening of Financial Bid for technically qualified bidders at Regional Office, Dist:-Purulia, WBSEDCL.	To be notified Later
10.	Validity of offer	180 days w.e.f the date of opening of financial bid.
11.	Completion Period of the work	01(One) month from the date of issuance of P.O.

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12.	Maintenance Period or the Defect Liability Period.	:	01(One) year from the date of completion of works.
13.	Financial Bid	:	Rate shall be quoted in value (Rs) above/ less/ At par against the Estimated value in the BOQ.
14.	Online Bid Submission	:	The Bidders are required to submit the Technical and Financial Bid documents through only ONLINE i.e. uploading the documents complete in all respect by maintaining the Online Bid submission procedure through the Website www.wbtenders.gov.in
15.	These procedure will be followed	:	- Names of the technically qualified bidders as per the bid criteria after verification with original & evaluation will be displayed in the e-portal & this office notice board. - The financial bid documents of the technically qualified bidders will only be opened. - List of Financial comparison chart of bidders will be published on the next day after opening. WBSedcl reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reason's whatsoever. - To supply the materials in good condition during the Delivery. The materials should be delivered as per specification mentioned in the NIT.

INVITATION TO BID

1.0 SCOPE OF WORK :

Supply & Delivery of High & Low Bench with Wooden Top with Metal Frame as per specification as stated in the description of item and also stated below: 366 Set (High & Low Bench) at various schools i.r.o Purulia District under CSR Scheme 2026-27

High Bench (Framed with hollow pipe) _____ Low Bench (Framed with hollow pipe):

Length: 06 feet,

Length: 06 feet,



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Widths: 12" x 3/4

Height: 30 inch

Furnished Wooden Top: 3/4 inch with painting.

Widths: 12" x 3/4

Height: 18 inch

Furnished Wooden Top: 3/4 inch with painting.

2.0 REQUEST FOR TENDER:

Tender paper will be available at the Websites www.wbtenders.gov.in.

3.0 SUBMISSION OF TENDER:

The tender will be submitted in two bid systems i.e. Techno-Commercial bid & financial bid, online only through the Website www.wbtenders.gov.in

4. Photocopy of following documents:

- i) P. Tax certificate with latest challan.
- ii) PAN Card.
- iii) GST Registration Certificate with latest return. And others as mention in GCC

4.1. All documents must be self authenticated.

4.2. Notwithstanding anything stated above, the owner (WBSEDCL) reserves the right to assess the Capacity and capability of the bidder to execute the work, should the circumstances warrant such Assessment in the overall interest of the owner.

4.3. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have,

4.3.1. Made misleading or false representation in the forms, statements and attachments Submitted in proof of the qualifying requirements and/or

5.0 Pre-Bid Meeting:

5.1. Pre bid meeting will be held on 14.09.2026 at 11:00am at the Chamber Regional Manager, Purulia Regional Office, WBSEDCL, Purulia

5.2. Any change in date shall be available in website of www.wbtenders.gov.in.

5.3. Non attendance at the Pre-bid meeting will not be a cause for disqualification of bidders.

5.4. If there be any discrepancy or obscurity in the meaning of any clauses of the bid document or if there be any query of the intending bidder, the bidder may submit their queries to the tendering authority on or before 14.09.2026. The clarification given in the pre-bid discussion shall be final and binding on the bidder, being a part of the original Bid Documents.

Note:

1. WBSEDCL reserves the right to reject or accept any Bid or part thereof or all Bids received at its sole discretion without assigning any reason(s) whatsoever.
2. WBSEDCL reserves the right to go to divisible contract, if necessary.
3. WBSEDCL is not necessarily bound to accept the lowest offer.
4. Tender cost /Tender Fee is abolished. All participating bidders are therefore exempted from payment of tender fee.
5. No interest shall be payable for Bid Guarantee/EMD.

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6. Any extraneous conditions will be treated as non-responsive.
7. The Bids must be submitted in prescribed proforma only, where indicated i.e. Annexure, BOQ and Rate.
8. Bidders shall ensure that all pre-requisites are duly fulfilled by them and if there be any dispute regarding non-submission of any document, WBSEDCL reserves the right to cancel the Bid unilaterally without assigning any reasons.
9. The bidder is expected to examine carefully all instructions, conditions, forms schedules terms, annexure, specifications and drawings of the bidding document. Bids, which are determined to be not substantially responsive to the requirement of the bidding document, may lead to rejection.
10. Earnest Money (EMD) : Earnest Money Deposit shall be submitted through online mode through the e-Tendering portal (<https://wbteners.gov.in>). All offline instruments like Bank Draft, Pay Order etc. Will be stopped for e-tender procurement. In case of unsuccessful/ rejected bids, the EMD shall be refunded directly from the e-Tendering portal. However for successful bids, the EMD will be refunded by WBSEDCL as per norms.

A) The bidder shall deposit the requisite earnest money through online mode only (Bank Name-ICICI Bank Ltd., A/C No.-193405000657, Account Title- West Bengal State Electricity Distribution Company Ltd, Account Type -Current, IFSC Code-ICIC0001934, MICR Code-700229096, Bank Address-ICICI BANK LTD., BLOCK-4A, ECOSPACE BUSINESS PARK, RAJARHAT, KOLKATA-700156.) Following payment options are available for online payment of EMD, for the intending bidders,

- 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 e-procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.

In exceptional cases

Submission of EMD through BG: For submission of EMD in the form of BG, bidders will have to opt for EMD Exemption in e-tender portal and upload scanned copy of BG in the EMD exemption document upload section. Physical copy of BG shall be submitted at the office of tender inviting authority as per respective clauses of NIT. EMD amount can be paid either in online mode or submitted through Bank Guarantee (BG) in full. Partial payment through online mode and remaining submission through BG is not allowed.

B) GENERAL INSTRUCTIONS FOR ONLINE PAYMENT OF EMD:

- 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 for bank settlement which is 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.

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iii) In case actual EMD as per NIT is more than the one shown in E-tender Portal, bidders will have to opt for NEFT/RTGS mode (challan mode). In that case the total actual EMD amount is to be paid only through NEFT/RTGS mode (challan mode).

iv) 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 payment of EMD has been initiated.

C) REFUND OF EMD AMOUNT:

i) 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.

ii) For successful Bid(s), EMD will be refunded from WBSEDCL authority after completion of tendering process and following due procedures.

iii) The bank account used for payment of EMD by 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.

iv) For any queries related to payment 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.

v) Successful bidder shall have to mandatorily create vendor ID through WBSEDCL Vendor Corner, if not created earlier

vi) At the time of placing purchase order, the quantity mentioned in the tender document may vary upto +/- 25%

vi) Bidders must refer to the GCC and Instructions to bidders uploaded in the website www.wbtenders.gov.in for other information as well as terms and conditions, which are not covered above.

(Signature)
08/09/26

(R.K. Tikader)

Regional Manager

Purulia Region
S.E. & Regional Manager
W.B.S.E.D.C. Purulia Regional Office
W.B.S.E.D.C.L

MEMO NO. :RM/PRO/CSR/TENDER/26-27/ 679 (1-V)

DATED: 08.09.26

Copy forwarded for information and necessary action please to:-

1. The ACE & Zonal Manager, Midnapore (D) Zone, WBSEDCL, Midnapore.
2. The AGM(HR&A), Board Cell, WBSEDCL, Vidyut Bhavan, Kol-91
3. The Manager (F&A)-Purulia Regional Office, WBSEDCL, Purulia.
4. The Manager (HR&A)-Purulia Regional Office, WBSEDCL, Purulia .
5. NOTICE BOARD.



(Signature)
08/09/26

Regional Manager

Purulia Region
S.E. & Regional Manager
W.B.S.E.D.C. Purulia Regional Office
W.B.S.E.D.C.L

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INSTRUCTION TO BIDDERS

- A. **Scope of work:** Supply & Delivery of High & Low Bench with Wooden Top with Metal Frame as per specification as stated in the description of item and also stated below: 366 Set (High & Low Bench) at various schools i.r.o Purulia District under CSR Scheme 2026-27

High Bench: (Framed with hollow pipe)

Low Bench(Framed with hollow pipe)

Length: 06 feet,

Widths: 12" x ¾

Height: 30 inch Furnished Wooden Top: ¾ inch with painting

Length: 06 feet,

Widths: 12" x ¾

Height: 18 inch Furnished Wooden
Top: ¾ inch with painting

B. **GENERAL GUIDANCE FOR E-TENDERING**

Instructions / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the bidders to participate in e-Tendering.

a. **Eligibility for participation:**

The bidders shall have credential for atleast one PO iro supply and delivery of minimum quantity mentioned in the instant tender for the tendered items to WBSEDCL/ other Govt Departments in earlier occasions within last three financial years

b. **Registration of Bidder/ Agency:** Any bidder willing to take part in the processs of e – tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbtennders.gov.in> (the web portal). The bidder is to click on the link for e-Tendering site as given on the web portal.

c. **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 Guideline to Bidder DSC is given as a USB e-Token.

d. **Collection of Tender Document:** The agency can search & download NIT & Tender Documents 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.

e. **Submission of Tenders:**

Tenders are to be submitted through online to the website in two folders at a time for each



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work, one in Technical Proposal & the other in Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded (virus scanned copy) duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

i. **Technical proposal:**

The Technical proposal should contain scanned copies of the following in two covers (folders).

A. Statutory Cover:

1. Application for Tender (vide Annexure -I)
2. Proforma for undertaking to be submitted by the bidder (vide Form-IX)
3. Format of letter of bid (Vide Form-X)
4. Guranteed Technical Particulars (vide Form-V) Submission of incomplete "Guranteed Technical Particulars" will render the tender liable to summary rejection.
5. Summary statement (Vide Form VI) of average annual turnover for a period of the last three financial years certified by the Auditors. Certificate of a tax auditor may be submitted, in case the bidder is not a company.
5. Other declarations (vide Form XI, XII, XIII) to be submitted duly filled in along with Bid documents.

B. Non-Statutory Cover (My documents):

- ✓ GSTIN Registration certificate, PAN Card.
- ✓ Current Challan for depositing GST & last two years return files.
- ✓ Copy of IT return for last two financial years as applicable.
- ✓ Current Professional Tax (PT) receipt challan
- ✓ MSME Certificate, if any.
- ✓ Financial Info: Annual turnover for a period of the last three financial years.
- ✓ Credential: The bidders shall have credential for at least one PO iro supply of the similar category of tendered items to WBSEDCL/ other Govt Departments in earlier occasions within last three financial years. The bidder has to upload relevant Purchase order, signed challans etc for completing supply of items.

NOTE: Failure of submission of any of the above mentioned documents will render the tender liable to be rejected for both statutory & non statutory cover.

ii. **Financial proposal:**

- ✓ The financial proposal should contain the following document in one cover (folder)
- ✓ Bill of Quantities (BOQ) The bidder is to quote the rate in online through computer in the space marked for quoting rate in the BOQ (only downloaded copies of the above document are to be uploaded virus scanned and digitally signed by the bidder)

II. **Opening of Technical proposal**

Technical proposals will be opened by the Regional Manager, Purulia Regional Office, WBSEDCL, 1st floor, Tarit Bhavan, Deshbandhu Road, Purulia-723101, and his authorized

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representative electronically from the web site stated using their Digital Signature Certificate (DSC).

- Intending tenderers may remain present if they so desire.
- Cover (folder) for Statutory Documents will be opened first and if found in order, cover (folder) for Non-Statutory Documents will be opened. If there is any deficiency in the Statutory Documents the tender will summarily be rejected.
- Summary list of technically qualified tenderers will be uploaded online.
- Pursuant to scrutiny & decision of the Department, the list of eligible tenderers will be uploaded in the web portal.

II. Opening of Financial proposal:

The financial proposal should contain the following documents in one cover (folder) i.e. 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 & Digitally Signed by the bidder.

a. 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.

b..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.

c. 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.

d. 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). 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.

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e. Return of Earnest Money of the unsuccessful tenderer(s)

For unsuccessful bidders, the Earnest Money as submitted against the tender shall be refunded automatically, through an automated process, by NIC portal after completion of tendering process. For successful bidders, the Earnest Money as submitted against the tender shall be refunded by WBSEDCL by following the due procedures. The Earnest Money of all tenderers other than the successful tenderer(s) may be refunded, after issuance of Purchase Order to the successful tenderer(s).

a. Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the document and any other documents on demand of the department within a specified time frame or if any deviation is detected in the original copies from the uploaded soft copies, it may be treated as submission of false documents by the tenderer and action may be referred to the appropriate authority for prosecution as per relevant IT Act.

b. Rejection of Bid:

The Employer (Tender Accepting Authority) reserves the right to accept or reject any Bid and to cancel the Bidding processes and reject all Bids at any time 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 (Tender Accepting Authority) action.

a. Award of Contract:

The bidder who's Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through Acceptance Letter / Letter of Acceptance. The notification of award will constitute the formation of the contract.

General Requirements:

TERMS OF PAYMENT: Payment of bill will be made within 90(Ninety) days from the date of submission of bill. Triplicate bills along with challan,

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

PAYING AUTHORITY: The Manager (F&A), Estb. Corporate, WBSEDCL, Vidyut Bhavan, Kolkata-91, will be the Paying Authority.

CONSIGNEE: The Manager (HR&A), Purulia Region, WBSEDCL

CONTROLLING OFFICER: The Regional Manager, Purulia Region, WBSEDCL



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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 materials are not physically delivered within stipulated period as per physical delivery clause. But WBSEDCL may at its discretion waive this condition and accept the material with imposition of liquidated damage @ 0.143% of the value of the materials, beyond the schedule delivery period for each day of delay Subject to maximum of 10% of the particular lot and accept the goods beyond the stipulated period.

FORCE MAJEURE:

The bidder shall not be liable to pay any liquidated damage for delay/failure to perform the contract for reasons of force majeure such as act of God, act of the public enemy, acts of Governments, fire, flood, epidemics, quarantine restriction, strikes, freight embargos and provided that the bidder shall within 10 (ten) days from beginning of such delay notify the Company in writing of the cause of delay. The Company shall verify the fact and grant such extension as found to be justified without imposing liquidated damage.

The department shall not be responsible or liable to pay any compensation for any interruption in work at the site due to strike, lockout, riot, earthquake, flood, cyclone or civil commotion or any other force of accident due to any reason beyond control. The department shall not be held responsible to or liable to pay for any interruption in your work at the site arising out of resistance from the local public due to any resistance towards work.

(R.K.Tikader)

Regional Manager

Purulia Region, W.B.S.E.D.C.L

S.E. & Regional Manager

Purulia Regional Office

W.B.S.E.D.C.L

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APPLICATION FOR TENDER

To
The S.E & Regional Manager
Purulia Regional Office
1st Floor, Tart Bhavan
P.O: Purulia
Dist: Purulia- 723101
W.B.S.E.D.C.L

Tender No:-

Dear Sir,

Having examined the Statutory, Non-statutory & NIT documents, I/we hereby like to state that I/we willfully accept all your conditions and offer to supply the item(s) as per Tender No. stated above. I/We also agree to guarantee to replace or repair any defect, whenever it is detected, in the equipment/materials to the satisfaction of the purchaser in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 202__

Full name of applicant: _____

Signature: _____

In the capacity of: _____

Duly authorized to sign bids

For & on behalf of (Name of Firm): _____

(In block capitals or typed)

Office address:

Telephone no(s) (office): _____

Mobile No: _____

Fax No: _____

E mail ID: _____

.....
SIGNATURE OF THE TENDERER WITH OFFICE SEAL.

Form -V

GUARANTEED TECHNICAL PARTICULARS OF TENDERED ITEMS

(To be filled in by the Tenderer)

SIGNATURE OF THE TENDERER WITH OFFICE SEAL

Form -VI**CERTIFICATE REGARDING SUMMARY STATEMENT OF YEARLY TURNOVER**

This is to certify that the following statement is the summary of the audited Balance Sheet arrived in favour of for the three consecutive years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.			
		Turnover rounded up to in lakh	
1.			
2.			
3.			
Total			

Average Turnover:

Note:

1. Year proceeding the current financial year is to be considered as Year-1.
2. Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.
3. Average turnover for 3 years is to be obtained by dividing the total turnover by 3.0. If the Firm was set up in less than 3 year's period, consider the turnover for the period from inception to the Year-1. It may be either 1.0 or 2.0. Average turnover is to be obtained by dividing the total turnover by 1.0 or 2.0, as the case may be.
4. In case, the firm was set up in less than 3 year's period, mention the year of inception in the 'Remarks' column.

Form-IX

(On the Bidder's Letterhead)

DECLARATION OF NOT BEING BLACKLISTED/DEBARRED/PUT ON HOLIDAY LIST

Certified that our Company, M/sis not blacklisted/ debarred/ suspended or put on holiday list by any Statutory/Regulatory/ Government Authorities / State Electricity Utility/ PSU in India.

It is certified that the information furnished above is true to the best of my knowledge and belief.

Bidders Name:

Signature of the Tenderer:

Designation:

Seal of the Company

Date:

FORM-X

(On the Bidder's Letterhead)

**SELF-DECLARATION BY PROPRIETOR OF THE BIDDING COMPANY FOR NOT BEING
BLACKLISTED/DEBARRED/PUT ON HOLIDAY LIST**

I hereby confirm and declare that, none of the other concerns of which I am a Proprietor /Managing Partner are blacklisted/ debarred/ suspended or put on holiday list by any Statutory/ Regulatory/Government Authorities/State Electricity Utility/PSU in India.

It is certified that the information furnished above is true to the best of my knowledge and belief.

Signature of the Proprietor:

Name

Designation:

Seal of the Company:

Date:

Form-XI

(On the Bidder's Letterhead)

DECLARATION REGARDING NO LITIGATION AGAINST WBSEDCL

We hereby declare that, no legal litigation/arbitration is pending/ongoing against WBSEDCL in any 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 the same.

Bidder's Name:

Signature of the Tenderer :

Designation:

Seal of the Company

Date:

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 fulfillment 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:

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

Ref : 1. NIT No. ----- Dated -----

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:



West Bengal State Electricity Distribution Company Ltd.

(A Govt. of West Bengal Enterprise)

OFFICE OF THE REGIONAL MANAGER, PURULIA REGION,
TARIT BHAVAN, 1ST FLOOR, DESHBANDHU ROAD, PURULIA-723101

E-mail- rm.purulia@wbasedcl.in

Telephone no.: 8900799415

SECTION – A

INSTRUCTION TO BIDDERS

- A. Scope of work:** Supply & Delivery of High & Low Bench with Wooden Top with Metal Frame as per specification as stated in the description of item and also stated below:
366 Set (High & Low Bench) at various schools i.r.o Purulia District under CSR Scheme 2026-27

High Bench: (Framed with hollow pipe)

Low Bench(Framed with hollow pipe)

Length: 06 feet,

Widths: 12" x ¾

Height: 30 inch Furnished Wooden Top: 3/4 inch with painting

Length: 06 feet,

Widths: 12" x ¾

Height: 18 inch Furnished Wooden
Top: 3/4 inch with painting

B. GENERAL GUIDANCE FOR E-TENDERING

Instructions / Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the bidders to participate in e-Tendering.

a. Eligibility for participation:

The bidders shall have credential for atleast one PO iro supply of the similar category of tendered items to WBSEDCL/ other Govt Departments in earlier occasions within last three financial years

b. Registration of Bidder/ Agency: Any bidder willing to take part in the processs of e – tendering will have to be enrolled & registered with the Government e-Procurement system, through logging on to <https://wbtenders.gov.in> (the web portal). The bidder is to click on the link for e-Tendering site as given on the web portal.

c. 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 Guideline to Bidder DSC is given as a USB e-Token.

d. Collection of Tender Document: The agency can search & download NIT & Tender Documents 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.

e. Submission of Tenders:

Tenders are to be submitted through online to the website in two folders at a time for each

Registered office of the Company- Vidyut Bhavan, Block- DJ, Sector- II,
Bidhannagar, Kolkata- 700091.

Corporate Identity Number (CIN) - U40109WB2007SGC113473.

Website of the Company: www.wbasedcl.in

