



WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED
(A Govt. of West Bengal Enterprise)
 NORTH 24 PARGANAS REGIONAL OFFICE
1&2 B.T.ROAD BARRACKPORE, KOLKATA - 7000120.

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NOTICE INVITING e-TENDER

NIT No. : RM/24PNR/ELECTRICAL/20-21/10

Date 25.01.2021

The Regional Manager, 24 Parganas (N), Region Office, WBSEDCL invites e-tender for the work detailed in the table below.
 (Submission of Bid through online).

Sl. No.	Name of the Work	Estimated Amount (Rs)	Earnest Money (Rs)	Period of Completion	Name & address of the Concerned Office
01.	Laying of 33KV UG cable single line from Rishi Bankim 33/11 KV Substation and Basudevpur 33 kV Line T Off point at Malancha Roadcrossing to PHE Malancha along with 4P erection & Dog conductor stringing under Naihati Division	5704580/- (Fifty Seven Lakhs Four Thousands Five Hundred Eighty only)	@2% of the estimated cost to be submitted in favor of “West Bengal State Electricity Distribution Company Limited” payable at Kolkata as Earnest Money. Tender fees @0.1 % of Estimated Amount. i.e. Rs-4130/- [(Rs. 3500+ 18% GST (630/-)]	90 (Ninety) days	Naihati Division, WBSEDCL GTPS Campus, Garifa, Dist- North 24 Parganas, Pin- 743165

- In the event of e-filling intending bidder may download the tender document from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary earnest money may be remitted through demand draft / pay order issued from any Scheduled Bank in favor of the “**West Bengal State Electricity Distribution Company Limited**” payable at Kolkata and also to be documented through e-filling. The original Demand Draft / Pay order against Earnest Money Deposit (EMD) should be submitted physically at North 24 Parganas Regional Office, 1 & 2 B.T. Road, Barrackpore, Dist-North 24 Parganas, Pin-700120 under sealed cover.

2. Both Technical Bid and Financial Bid should be submitted in technical and financial folder concurrently duly digitally signed by the Tenderer through the website <https://wbtenders.gov.in>.
3. Technical Document and Financial Bid should be submitted online on or before as per the 'Date & Time Schedule' stated in Sl. No.-08.
4. The FINANCIAL OFFER of the prospective tenderer will be considered only if the TECHNICAL DOCUMENT of the tenderer found qualified by the Tender Inviting Authority. The decision of the Tender Inviting Authority will be final and absolute in this respect. The list of Responsive and Non-Responsive Bidders will be displayed in the website.
5. Eligibility criteria for participation in the tender:
 - 5.1. Bonafide, experienced & resourceful contractors of Govt., Semi Govt., Govt. undertaking Organizations, Govt. Enterprises etc. who have successfully completed similar nature of work/ other type of electrical construction job satisfying credential criteria as specified in the Table of sl no. 4 (Submission of Tenders) of Section- A (INSTRUCTION TO BIDDERS)
 - 5.2. All intending Bidders are required to produce valid copies of current GST, Professional Tax (PT) receipt challan along with PAN Card / IT return as well as EPF , ESI , GST Registration certificates & certificate of compliance of statutory obligations (to be documented through e-filing).
6. No mobilization / secured advance will be allowed.
7. Bids shall remain valid for a period not less than **120 (One hundred twenty)** days after date of Bid opening of tender. Bid valid for a shorter period shall be rejected by the Tender
8. Inviting Authority as non-responsive. If the tenderer withdraws the bid before the period of bid validity without giving any satisfactory explanation for such withdrawals, the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

9. Date & Time schedule:-

Sl. No.	Particulars	Date & Time
01.	Date of uploading of N.I.T and Tender Documents (online). [Publishing date]	02.02.2021 after 10.00 Hrs
02.	Documents sell / download start date (online).	02.02.2021 after 10.00 Hrs
03.	Bid Submission upload start date (online)	02.02.2021 after 10.00 Hrs
04.	Bid Submission upload end date (online)	18.02.2021 up to 15.00 Hrs
05.	Date of submission of original copies of Earnest Money Deposit (offline).	On and From 02.02.2021 , 11.00 Hrs. to 22.02.2021, 14.00 Hrs
06.	Date for opening of Technical bid (online) for the Bidders	22.02.2021 after 15.00 Hrs
07.	Date of uploading the Final List of Technically Qualified Bidders after Technical Bid Evaluation (online).	To be intimated later.
08.	Date, for opening of Financial Bid (online).	To be intimated later.

10. **Earnest Money / Bid Guarantee:** The tender fee Rs. 4130/- & The amount of Earnest money @ 2% of the estimated amount put to tender in the shape of Bank Draft or Pay order of any Scheduled Bank to be drawn in favor of the "**West Bengal State Electricity Distribution Company Limited**" payable at Kolkata. The bid guarantee shall be valid for 5 (five) calendar months with a claim period up to 3 (three) months from the date of opening of bid.
 Bid guarantee of the unsuccessful bidder will be released after finalization of tender against the prayer of the contractor.
 No interest shall be payable by WBSEDCL on the above Bid guarantee.

11. **Specification of Work:** The work should confirm to WBSEDCL's general conditions of contract, standard specification, approved drawing of the WBSEDCL satisfying relevant provisions of I.E. rules.
12. **Supply of Materials:** Major items of necessary equipment and materials shall be supplied to you by the WBSEDCL from our nearest site stores. In excess of 35 kms. only cost of transport of excess kilometers beyond 35 kms. is payable to you as per approved rate of the WBSEDCL prevailing at the time of actual transport.
13. **Tools & Tackles:** You shall be equipped with reliable sets of tools and tackles in sufficient quantities so as to complete the work entrusted with you as to complete the work entrusted with you as expeditiously as possible.
14. **Safe Custody of WBSEDCL's Property:** You shall be entirely responsible for all the materials issued to you for the works and the executed portion of work till it is officially taken over by the WBSEDCL. It is your responsibility to keep the policy alive through out the desired period by timely and adequate payment of premium.
15. **Penalty for delay in Completion:** In case of failure to complete the work within time, you will be liable to pay penalty from 1/2% to 2.5% (depending upon the nature of non performance) of the executed work within the stipulated rate @ 1/2% for every fortnight.
16. The Bidder, at his own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtained all information that may be necessary for preparing Bid and entering into an agreement for the work / works as mentioned in the NIT, before submitting offer with full satisfaction. The costs for visiting the working site shall be at the bidder own expense.
17. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of the Bid, no cost of Bidding shall be reimbursable by the Tender Inviting Authority. The Tender Inviting Authority reserves the right to accept or reject any / all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at the stage of Bidding.
18. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in '**Instruction to bidders**' stated in Section – 'A' before tendering the bids.
19. Work Order & Payment of work will be depended on availability of fund. Intending bidders may consider this criteria while submission of tender and quoting their rate through online. **Divisional Manager- Naihati Division, WBSEDCL shall act as Controlling Officer and the Assistant Engineer (Tech), Naihati Division shall act as Site In charge.**
20. **Asst. Manager (F&A), Naihati Division shall be the Paying Authority.**
21. No Conditional Bid / Incomplete Tender will be accepted under any circumstances.
22. The intending bidder(s) required to quote the rate (percentage above/below/at par) over the total estimated cost put to tender online considering that no escalation and / or price adjustment will be allowed by the department under any circumstances.
23. At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered a nonresponsive and outright rejected with forfeiture of Earnest Money and action will be taken as per stipulation of IT Rules in force.

24. Before issuance of Letter of Acceptance / Work order, the tender accepting authority may verify the credential & other documents of the lowest bidder so uploaded online if found necessary. If it is found such document incorrect / manufactured / fabricated, Letter of Acceptance / Work order will not be issued in favor of the bidder under any circumstances and action will be taken accordingly.
25. The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
26. WBSEDCL, who do not bind itself to accept the lowest tender, reserves the right to accept or reject any bid and to annual 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 WBSEDCL's (Tender Accepting Authority) action.
27. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors, who resort to canvassing will be liable to rejection.
28. Bids shall remain valid for a period not less than 120(One hundred twenty) days after date of Bid opening of tender.

SECTION – A INSTRUCTION TO BIDDERS

A. General guidance for e-Tendering

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

1. Registration of Contractor:

Any contractor willing to take part in the process 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 contractor is to click on the link for e-Tendering site as given on the web portal.

2. Digital Signature certificate (DSC):

Each contractor 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 Information's Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated in Clause-2 of Guideline to Bidder DSC is given as a USB e-Token.

- 3.** The contractor 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.

4. Submission of Tenders:

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

4.1. Technical proposal:

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

4.1.1. Statutory Cover file Containing:

- a) Bank Draft / Bankers Cheque / Pay Order towards earnest money (EMD) as prescribed in the NIT against each of the serial of work of any Scheduled Bank in favor of "West Bengal State Electricity Distribution Company Limited" payable at Kolkata.

4.1.2. Non Statutory / Technical Document Cover file Containing:

- a) Copy of I.T. return for last 3 (three) financial years, PAN.
- b) GST registration.
- c) Professional Tax Clearance Certificate / Professional Tax (PT) deposit receipt challan for the last month.
- d) EPF registration certificate and challan for last month.
- e) E.S.I Registration (if applicable).
- f) Requisite Credential Certificate for completion of **at least one similar** nature of work in any Govt. department having a magnitude of at least **50%(Fifty percent)** of the estimated amount of the work put to tender within last 3 (three) years **OR two similar nature** of work in any Govt. department having a magnitude of at least **40%(Fourty percent)** of the estimated amount of the work put to tender within last 3 (three) years **OR three similar** nature of work in any Govt. department having a magnitude of at least **30%(Thirty percent)** of the estimated amount of the work put to tender within last 3 (three) years

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.

THE ABOVE STATED NON-STATUTORY / TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the My Document list and then click the tab "**Submit Non**

Statutory Documents” to send the selected documents to Non-Statutory folder. Next Click the tab “**Click to Encrypt and upload**” and then click the “**Technical**” Folder to upload the Technical Documents.

Sl. No.	Category Name	Sub-category Description	Details
01.	Certificates	Certificates	a) PAN Card. b) Copy of I.T. return for last 3 (three) financial years. c) GST registration certificate, if applicable. d) Service Tax Registration Certificate. e) Professional Tax Clearance Certificate for the last month. f) EPF registration certificate and challan for last month. g) E.S.I Registration (if applicable).
02.	Company Detail(s)	Company Detail	
03.	Credentials	Credential	a) Performance as prime contractor for execution of similar nature of work for last 5 (five) years and details of work in hand. b) Documents of Credential (in the form of work completion certificates and payment certificates) of executing similar nature of works of not less than - <ul style="list-style-type: none"> i. 3 similar nature of works costing not less than 30% of the estimated cost or ii. 2 similar nature of works costing not less than 40% of the estimated cost or iii. 1 similar nature of work costing not less than 50% of the estimated cost.
04.	Financial Information	Financial Information	a) Copy of IT returns for last 3 financial years. b) Annual Audited Financial Report for last 3 years to be submitted for verification in respect of bidders for whom Audit of Accounts is mandatory. For whose Audits of accounts is not mandatory, they shall submit copy of IT returns along with related enclosures (Form 3CA and Form 3CB) for last 5 years. [Non-statutory documents] c) Average annual turnover during last 3 years shall not be less than 30% of the estimated cost. d) Working capital in the year, proceeding the year of bid submission shall not be less than 30% of the estimated cost. e) In case documents certifying credit facility from a scheduled bank is submitted, the requirement given in clause above (d) shall be judged by adding available credit facility and working capital taken together.
05.	Earnest Money	Earnest Money	a) Scanned copy of Bank Draft / Bankers Cheque / Pay Order.

4.1.3. Opening of Technical proposal:

Technical proposals will be opened by the Regional Manager, North 24 Parganas Regional Office, WBSEDCL, 1 & 2, B.T. Road, Barrackpore, Kolkata-700120 and his authorized representative electronically from the web site stated using their Digital Signature Certificate (DSC).

- a) Intending tenderers may remain present if they so desire.

- b) 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.
- c) Summary list of technically qualified tenderers will be uploaded online.
- d) Pursuant to scrutiny & decision of the Department, the list of eligible tenderers will be uploaded in the web portal.

4.2. Financial proposal:

The financial proposal should contain the following documents in one cover (folder) i.e. Bill of quantities (BOQ). The contractor is to quote the rate (Offering above / below / at par) 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 contractor.

5. Penalty for suppression / distortion of facts:

If any tenderer fails to produce the original hard copies of the document like Completion Certificate 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.

6. 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.

7. 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.