



West Bengal State Electricity Distribution Company Limited

(A GOVT. OF WESTBENGAL ENTERPRISE)

OFFICE OF THE DIVISIONAL MANAGER,

KAKDWIP DIVISION KAKDWIP 33/11 KV SUB-STATION

COMPLEX, GANESHPUR 3RD GHERI, KAKDWIP

24 PARGANAS (SOUTH) -743347(W.B)

E-Mail ID – dm.kakdwip@wbasedcl.in Mob No.: 9332793650

Corporate Identity No. (UN): U40109WB2007SGCI13473, Web: www.wbasedcl.in

NOTICE INVITING E-TENDER

Memo no.: KD/E-TENDER/MAT/26-27/1017

Date: 10.08.2026

NIT No.: KD/E-TENDER/MAT/26-27/02

Date: 10.08.2026

Computer No. 557372

Tender is invited by the Divisional Manager, Kakdwip Division. WBSEDCL, Kakdwip 33/11 KV Sub-Station Complex, Ganeshpur 3rd Gheri, Kakdwip, 24 Parganas (South) -743347(W.B) through electronic tendering (e-tendering) from manufacturers/Distributors for supply & delivery of the following item as per schedule detailed below.

Sl No	Description of the Item	Unit	Qty	Estimated Cost	Earnest Money	Completion Time
1	1. Supply and Delivery of Yard cum Flood light 150 Watt (Havells / Philips Make) to Kakdwip Divisional Store, WBSEDCL.	NOS	As mentioned in BOQ	RS: 1,65,000.00/- (One Lakh Sixty-Five Thousand Rupees Only)	RS: 3,300.00/- (Three Thousand and Three Hundred Rupees Only)	7 days after placement of purchase order.

Scope: The materials are procured for Kakdwip Division. The supply of the materials will be directly at Kakdwip Divisional Store, Kakdwip 33/11 KV Sub-Station Complex, Ganeshpur 3rd Gheri, Kakdwip, 24 Parganas (South) -743347(W.B). Necessary Challan, E-way Bills are to be provided at Kakdwip Divisional Store.

Time Line:

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T and Tender Documents (online) [Publishing date]	17.08.2026 at 11.00 Hrs.
2	Documents sell / download start date (online)	17.08.2026 at 11.00 Hrs.
3	Bid Submission upload start date (online)	17.08.2026 at 15.00 Hrs.
4	Documents sell / download end date (online)	24.08.2026 at 15.00 Hrs.
5	Bid Submission upload end date (online)	24.08.2026 at 15.00 Hrs.
6	Last Date of submission of Earnest Money Deposit (online)	24.08.2026 at 15.00 Hrs.
7	Date for opening of Technical bid (online) for the Bidders	27.08.2026 at 11.00 Hrs.
8	Date of uploading the Final List of Technically Qualified Bidders after Technical Bid Evaluation (online).	To be intimated later
9	Date for opening of Financial Bid (online).	To be intimated later

Intending bidders desirous of participating in the tender are to log on to the website <https://wbtennders.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. This is the only mode of collection of tender documents. Details of submission Procedure is given in "**Instructions to Bidders**" below.



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A) Terms & conditions of the Tender Notice:

1. Earnest Money Deposit amounting to 2% (Two Percent) of the total Estimated Cost. As mentioned above, shall be submitted individually along with the offer. Necessary earnest money may be remitted through online mode.
2. The bidder shall submit along with the offer necessary documents in support of their previous supply of the items of the tender to WBSEDCL in earlier. Occasions and financial capabilities to the extent of the estimated financial amount of their offer.
3. No agent is allowed to participate in the Tender.
4. WBSEDCL reserves its right to take decision keeping its financial interest. The Purchase Policy of WBSEDCL along with the provisions of Vendor Rating & Holiday Listing, as effective from 01.09.2012 and the subsequent amendment effective from 18.03.2013 will be applicable.
5. 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.
6. **One Sample of Each Material is to be submitted at Kakdwip Divisional Store, Kakdwip 33/11 KV Sub-Station Complex, Ganeshpur 3rd Gheri, Kakdwip 24 Parganas (South) -743347(W.B), physically within the closing date of tender. The tag with the sample should contain the name of the sample as well as the name of the vendor/bidder. For a valid tender, sample has to be approved by the Divisional Authority. The approval or rejection of sample will be communicated via mail/electronically subsequently. The technical evaluation of the bidders, whose samples aren't approved, will not be opened & henceforth they will be deemed disqualified. Rejected Samples can be taken away. After PO is awarded, the awardees can adjust the sample with the delivered material lot & the remaining materials can be taken back by the respective vendors.**
7. **Vendor/Bidder should declare in their company's letter head during the time of bidding, that delivery should be made within 7 days of issuance of purchase order.**
8. **Vendor/ Bidder should be the authorized dealer and necessary document should be submitted during the time of bidding.**
9. The offer shall remain valid for a minimum period of **180 days** from the next day of opening of the Tender.
10. **The quoted rates should be inclusive of all other taxes & duties, freight/delivery and incidental charges. The quoted rate should be excluding GST charges. GST will be paid as applicable.**
11. The ordered materials should be delivered within 7 days from the date of PO; otherwise penalty may be imposed as per rule of WBSEDCL for delay of delivery of ordered materials.
12. The necessary documents along with bill are to be submitted at Kakdwip Divisional Office. The SRV will be issued from Kakdwip Divisional Store, WBSEDCL. Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in various statutes will automatically disqualify the bidders.
13. The company reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.
14. Any bidder against whom FIR/Complaint is lodged with Police by WBSEDCL/Other Utility/Govt. Semi Govt. or Govt. undertaking Dept. shall not be eligible to participate in the bidding process
15. Other information as well as terms and conditions, which are not covered above, will be available in Instructions to Bidders, General Conditions of Contract of this tender and the Revised Purchase Policy of WBSEDCL.



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B) Terms of Payment:

90% payment of bill will be made within 45 (forty five) days from the date of submission of bill against original receipted Challan/Invoice signed by the Store In-Charge attached to the respective stores and balance 10% payment will be made within 45 (forty five) days of submission of bills along with SRV or after expiry of warranty period.

C) Warranty Period: Warranty Period of supplied material will be **one year (1 Year)** from the date of delivery of the said materials. In case of any adverse report from store or defect found in site, materials have to be replaced or it would affect the vendor rating.

D) Paying Authority:

The **Assistant Manager (F&A), Kakdwip Division, WBSEDCL**, will be the Paying Authority.

E) Consignee:

The name of the consignee will be the **Store-In-Charge, Kakdwip Divisional Store**.

F) 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 equipment / materials are not physically delivered within stipulated period as per physical delivery clause. But WBSEDCL may at his discretion waive this condition and accept the material with imposition of liquidated damage @ 1/2% of the value of the materials beyond the schedule delivery period for each week of delay Subject to maximum of 5% of the particular lot and accept the goods beyond the stipulated period.

G) Any further information along with WBSEDCL's Revised Purchase Policy is accessible from the Website: www.wbasedcl.in and the following office:

**Office of the Chief Engineer (Procurement & Contracts),
West Bengal State Electricity Distribution Company Limited,
VidyutBhavan, 4th Floor, Bidhannagar, Kolkata – 700091,
Phone No. 033-2319-7563**

H) Documents to be submitted in Technical bid- Please refer sl no. 6.2 of "Instruction to Bidders" of NIT.

I) The specifications of the item. **As per specification mentioned in BOQ & DOCs attached to NIT.**



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Instruction to Bidders

1. Eligibility for participation:

- Original manufacturers / Distributors of the tendered items will be eligible in the tender and must submit Dealership Certificate in PDF format
- The bidders should have credential for supply of the tendered items to WBSEDCL other Govt. Departments in earlier occasions within last three financial years.

2. General guidance for e-Tendering:

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

3. Registration of bidder:

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

4. Digital Signature certificate (DSC):

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

5. The bidder can search and download NIT & Tender Documents electronically from the website mentioned in Clause 3 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

6. Submission of Tenders:

6.1 General process of submission

Tenders are to be submitted online through the website <https://wbtenenders.gov.in>. All the Documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for, in the tender, through the above website within the stipulated date and time as given in the tender. Tenders are to be submitted in two folders - one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents (credentials, certificates) in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. The bidder needs to download the BOQ, fill up the rates of items in the BOQ in the designated Cell and upload the same in the designated location of Financial Bid. The documents uploaded shall be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should take note of all the addendum/corrigendum related to the tender and upload the latest documents as part of the tender.

6.2. Document to be submitted

Tenders must be submitted online via the website, in **two folders** for each work:

- 6.a Technical Proposal
- 6.b Financial Proposal

The tender must be submitted before the prescribed date and time using the **Digital Signature Certificate (DSC)**. The documents should be uploaded (virus-scanned copy), duly digitally signed. The documents will then be encrypted (transformed into non-readable formats).

6.a. Technical Proposal:

The **Technical Proposal** should contain scanned copies of the following documents in two covers (folders):

1.1.1. Statutory Cover Containing three covers (folders)-(a) NIT (b) Draft & (c) Annexure /forms.

(a) **NIT folder** containing Downloaded and uploaded copies (Digitally Signed) of the following: --
NIT.

(b) **Draft folder** containing-

Earnest Money Deposit (EMD) should be remitted separately through online mode and the same should be **documented and scan copy** of the aforesaid documents is to be uploaded in this folder.

(c) **Annexure/ Forms Folder** containing

i. **(All Annexure must have to submit with stamp and authorized signature)**

1.1.2. Non-Statutory/ Technical Document Cover File must contain:

a) Copy of **Audit Reports/ IT return** for the last 3(three) financial years.

b) **PAN** (Permanent Account Number).

c) **GST Registration Certificate**.

d) **Professional Tax Clearance Certificate** or **Professional Tax (PT) deposit receipt challan** for the last month.

e) **Requisite Credential Certificate for the completion of at least one similar nature of work in any Government department, PSU with a magnitude of at least 80% (Eighty percent) of the estimated amount of the work put to tender within the last 5 (Five) years.**

f) **Requisite Credential Certificate for the completion of at least two similar nature of works in any Government department, with a magnitude of at least 50% (Fifty percent) of the estimated amount of the work put to tender within the last 5 (Five) years.**

g) **Requisite Credential Certificate for the completion of at least three similar nature of works in any Government department, with a magnitude of at least 40% (Forty percent) of the estimated amount of the work put to tender within the last 5 (Five) years.**

Sl. No.	Category Name	Sub-category Description	Details
01.	Certificates	Certificates	a) PAN Card. b) Current Professional Tax (PT) submission Challan cleared up to last month . Application for such addressed to the competent authority may also be considered. c) GST Registration Certificate. d) Original manufacturer/Distributors of the tendered item will be eligible in the tender and must submit Dealership certificate in PDF format.
02.	Company Detail(s)	Company Detail	(a) Trade License (b) Certificate of incorporation of company (if applicable).
03.	Credentials	Credential	a) Performance as a vendor for execution of similar nature of work of Govt., Semi Govt., Govt. undertaking Organizations, Govt. Enterprises etc. for last 5 (five) years and details of work in hand. b) Documents in support of supply of the tendered items to WBSEDCL/Govt./Semi Govt./PSU, in earlier occasions within last 5(five) financial years as mentioned below: 1 1 Nos. of Completion Certificate or Payment Certificate of the said materials having financial involvement of not less than 80% of the estimated value of the said item(s) in last 5 years. OR 2 2 Nos. of Completion Certificate or Payment Certificate of the said materials having financial involvement of not less than 50% of the estimated value of the said item/item(s) in last 5 years. OR 3 3 Nos. of Completion Certificate or Payment Certificate of the said materials having financial involvement of not less than 40% of the estimated value of the said item/item(s) in last 5 years. c) Documents in support of credential: Completion and payment Certificate must be submitted.

04.	Financial Information	Financial Information	a) Annual Audited Financial Report for last 3 (three) years to be submitted and shall submit copy of Income Tax Returns b) Annual turnover for last financial year
05.	Earnest Money	Earnest Money	Online payment gate way only. Payment acknowledgment receipt should be Uploaded with other requisite documents.



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6.b. Financial Proposal:

The financial proposal should contain the following documents in one cover (folder) i.e. **Bill of quantities (BOQ)**. The vendor 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 bidder.

7. Opening and evaluation of tender:

7.1 Opening of Technical Proposal

- i. Technical proposals will be opened by the Tender Inviting Authority or his authorized Representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Technical proposals for those tenders whose original copies of BG towards tender Fee or EMD have been received will only be opened. Proposals corresponding to which original copy of BG towards tender fee or EMD has not been received, will not be opened and will stand rejected.
- iii. Intending tenderers may remain present if they so desire.

7.2 Techno-commercial Evaluation of Tender

- i. While evaluation, the Tender Inviting Authority or his authorized representative may summon the tenderers 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.
- ii. The summary list of tenderers, 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 tenderers.



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7.3 Opening and evaluation of Financial Proposal

- i. Financial proposals of the tenderers 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. After opening of the financial proposal the preliminary summary result containing interlaid, name of bidders and the rates quoted by them will be uploaded.
- iv. The Tender Accepting Authority may ask any of the tenderers to submit analysis to justify the rate quoted by that tenderer.
- v. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. 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 on 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).

DE & Divisional Manager,
Kakdwip Division, WBSEDCL

Annexure-I

(On the Bidder's Letterhead)

Declaration of the bidder

Prior to submission of my/our tender for the subject work, I/we have inspected the site of the said work, made myself/ourselves fully acquainted with the nature of work local condition all other factors which may affect/influence my/our tender. I/we have also carefully gone through the tender condition & specification of work and the following document.

- a) Drawing, sketches etc. related with the work.
- b) General conditions of contract and standard specification for Electric works of the Board.
- c) Special terms & condition of contract of this work, if any.

My/our tender is submitted taking into consideration all the factor which my effect/influence the work and if the same is accepted by the Company. I/we shall follow all condition of the tender & other documents and complete the work true to the specification, drawing & instruction of the Company.

My/our tender will remain valid for 120 days form 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 & condition of the offer.

(Bidders Signature & Name with Seal)

Annexure-II

STATEMENT OF ORDERS EXECUTED DURING LAST THREE FINANCIAL YEARS

Sl No.	Name of the Items Supplied	Financial year	Order No. and date	Name of Purchaser/order issuing authority	Quantity ordered	Quantity supplied/delivered	Performance report of supplied items(scanned copy of certificate to be submitted)	Challan/SRV Nos. as proof of delivery(scanned copy of documents to be submitted)	Remarks

(Bidders Signature & Name with Seal)

Annexure-III

(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:

Annexure-IV

(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 Prop

Name :
Designation :
Seal of the Company :
Dated :

Annexure-V

(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 :

Dated :

Annexure-VI

(On the Bidder's Letterhead)

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 Earned Money and banning/delisting of our firm and all partners of the firm etc.

(Signature of Authorized Signatory)

Name :

Designation :

Seal :

Annexure-VII
(On the Bidder's Letterhead)

Format of Letter of Bid

(LETTER HEAD OF BIDDER ASENROLLED ONLINEON 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 documents 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 :