



# WestBengalStateElectricityDistributionCompanyLimited

(AGOV.TOFWESTBENGALENTERPRISE)  
OFFICEOFTHEDIVISIONALMANAGER,KAKDWIPDIVISIONKAKDWIP  
33/11KV SUB-STATIONCOMPLEX, GANESHPUR3<sup>RD</sup>GHERI,KAKDWIP  
24PARGANAS(SOUTH)-743347(W.B)  
E-MailID-dm.kakdwip@wbsecl.inMob  
No.: 8900798280

CorporateIdentityNo.(UN):U40109WB2007SGCII3473,Web: www.wbsecl.in

## **NOTICE INVITING E-TENDER**

NITNo.:KD/E-TENDER/MAT/23-24/1618

Date:23.11.2023

TenderisinvitedbytheDivisionalManager,KakdwipDivision.WBSEDCL,Kakdwip33/11KVSub-StationComplex,Ganeshpur 3rdGheri, Kakdwip, 24 Parganas (South) -743347(W.B) through electronic tendering(e-tendering)frommanufacturers/Distributors forsampl approval,supply& deliveryofthefollowingitemasperschedule detailed below.

SI No	DescriptionoftheItem	Estimated Cost	Earnest Money	Completion Time	Name&addressofthe ConcernedOffice
1	<b>Supplyanddeliveryof:</b>  1. <b>15</b> nos 200A/415V/4 POLECHANGE OVER SWITCH of L&T/ HAVELLS/FLORAMAKE  2. <b>30</b> nos LT DISTRIBUTION KIOSK FOR 100 KVA TRANSFORMER WITH EMBOSSING  3. <b>20</b> nos LT DISTRIBUTION KIOSK FOR 63 KVA TRANSFORMER WITH EMBOSSING	<b>605,175.00</b> (Sixlakhs five thousand andone hundred seventyfive only)	<b>12,104.00</b> (Twelve thousand one hundred andfour only)	<b>Delivery within7 daysafter placement ofpurchase order.</b>	KakdwipDivisionalOffice, WBSEDCL: Ganeshpur3 <sup>rd</sup> gheri, PO+PS- Kakdwip, Pin743347 Telephoneno:-03210- 255232 E-mail: dm.kakdwip@wbsecl.in

**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.

**TimeLine:**

Sl. No.	Particulars	Date&Time
1	Date of uploading of N.I.T and Tender Documents (online) [Publishing date]	01.12.23 at 11.00 Hrs
2	Document sell/download start date (online)	01.12.23 at 15.00 Hrs
4	Bid Submission upload start date (online)	01.12.23 at 15.00 Hrs
5	Document sell/download end date (online)	07.12.23 at 15.00 Hrs
6	Bid Submission upload end date (online)	07.12.23 at 15.00 Hrs
7	Last Date of submission of Earnest Money Deposit (online)	07.12.23 at 15.00 Hrs
8	Date for opening of Technical bid (online) for the Bidders	11.12.23 at 11.00 Hrs
9	Date of uploading the Final List of Technically Qualified Bidders after Technical Bid Evaluation (online).	To be intimated later
10	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://wbenders.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, Safescript, 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 Certificate 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

"Instruction to Bidders"



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## A) Terms&conditionsoftheTenderNotice :

1. EarnestMoneyDepositamountingto2%(TwoPercent) ofthe totalEstimatedCost.As mentionedabove, shallbesubmittedindividuallyalongwiththeoffer.Necessaryearnestmoneymayberemittedthroughonline mode.
2. Thebiddershallsubmitalongwiththeoffernecessarydocumentsinsupportoftheirpreviousupply,ofthe itemsofthetendertoWBSEDCLinearlier.Occasionsandfinancialcapabilitiestotheextentoftheestimated financialamount oftheiroffer.
3. Noagent isallowedtoparticipateinthe Tender.
4. WBSEDCLreservesitsrighttotakedecisionkeepingitsfinancialinterest.ThePurchasePolicyof WBSEDCL alongwiththeprovisions ofVendorRating& HolidayListing,aseffective from01.09.2012 andthesubsequentamendmenteffectivefrom18.03.2013willbeapplicable.
5. IftheofferissubmittedwithoutinadequateEarnestMoney,thebidwillnotbeopened.Incaseofincomplete offer,thetenderwillbeliableforrejectionandEarnestMoneyDepositwillbeforfeited.
6. One SampleofEachMaterialisto besubmittedatKakdwip DivisionalStore,Kakdwip 33/11KVSub- StationComplex,Ganeshpur3rdGheri,Kakdwip24Parganas(South)-743347(W.B),physicallywithinthe closingdateoftender.Thetagwith thesampleshouldcontainthenameofthesamplesaswellasthe 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.Thetechnicalevaluationofthebidders,whosesamplesaren'tapproved,willnotbe opened&henceforththeywillbedeemeddisqualified.RejectedSamplescanbetakenaway.After POis awarded,theawardeescanadjustthesamplewiththedeliveredmateriallot&theremaining materialsbetakenbackbytherespectivevendors.
7. Vendor/Biddershoulddeclareintheircompany'sletterheadduringthetimeofbidding,thatdelivery shouldbemadewithin7days ofissuance ofpurchase order.
8. Vendor/Biddershouldbetheauthorizeddealerandnecessarydocumentshouldbesubmittedduringthe time ofbidding.
9. EmbossingonDTRkioskwillbe informedafter placementofPurchaseorder.
10. Theoffershallremaininvalidforaminimumperiodof90daysfromthenextdayofopeningoftheTender.
11. The quoted rates should beinclusive of all taxes&duties, freightand incidental charges. Thequoted rateshouldbeexcludingGSTcharges.GSTwillbepaidasapplicable.
12. Theorderedmaterialsshouldbedelivered&installedwithin15daysfromthedataofPO;otherwise penalty maybeimposedasperruleofWBSEDCLfordelayofdeliveryoforderedmaterials.
13. Thenecessarydocumentsalongwithbillareto besubmittedatKakdwipDivisionalOffice.TheSRVwillbe issuedfromKakdwipDivisionalStore,WBSEDCL.
14. Atthetimeofplacing purchaseorder,thequantity mentionedintheTenderDocumentmay varyupto+/- 25%.
15. AnyevidenceofunfairTradePracticesincludingovercharging,pricefixing,carletec.asdefinedinvarious statutes will automaticallydisqualifythe bidders.
16. The companyreserves the right toaccept or reject any or all the tenders without assigninganyreason whatsoever.
17. AnybidderagainstwhomFIR/ComplaintislodgedwithPolicebyWBSEDCL/OtherUtility/Govt.SemiGovt. orGovt.undertakingDept.shallnotbeeligiblebtoparticipateinthebiddingprocess.
18. Other information as well as terms and conditions, which are not covered above, will be available in InstructionstoBidders,GeneralConditionsofContractofhistenderandtheRevisedPurchasePolicyof 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 after expiry of warranty period.

- C) 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 from store or defect found in site, materials have to be replaced or it would affect the vendor rating.

**D) Paying Authority:**

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 its discretion waive this condition and accept the material with imposition of liquidated damage @ 1/2% of the value of the materials beyond the scheduled delivery period for each week of delay. Subject to a 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](http://www.wbasedcl.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,  
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 in the e-Procurement system, through logging on to <https://wbteners.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:

#### **General process of submission**

Tenders are to be submitted online through the website <https://wbteners.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 tenderers 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

#### i. Company Details

#### ii. Certificates:

- PAN Card details.
- Current Professional Tax (PT) submission Challan. Application for such Addressed to the competent authority may also be considered.
- GST Registration certificate.



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### **iii. Financial Info:**

- Annual turnover for a period of the last three financial years.

### **iv. Credential:**

- 1) Documents in support of supply of the tendered items to WBSEDCL, in earlier occasions within last three financial years as mentioned below:  
Value not less than 80% (eighty percent) of the tendered amount in a single contract during last 3 (Three) years in the jurisdiction of West Bengal State.  
Or  
Value not less than 50% (fifty percent) of the tendered amount in two contract (cumulatively) during last 3 (Three) years in the jurisdiction of West Bengal State.  
Or  
Value not less than 40% (forty percent) of the tendered amount in three contract (cumulatively) during last 3 (Three) years in the jurisdiction of West Bengal State.
- 2) Self Declaration certificate as per Annexure I. (mandatory format)
- 3) Others: Any other documents found necessary. Drawing of item to be supplied in detail containing Name of Company & Dimensions in SI system (in PDF format)
- 4) ISO Certification is required.

**7. Conditional and incomplete tender:** Conditional and incomplete tenders are liable to summary rejection.

**8. Validity of Tender and Offer:** The offer against tenders 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.

### **9. Opening and evaluation of tender: 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 toward tender Fee or EMD have been received will only be opened. Proposals corresponding to which original copy of BG toward 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.

#### **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 time frame, 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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Corporate Identity No. (UN): U40109WB2007SGCI13473, Web: [www.wbasedcl.in](http://www.wbasedcl.in)

## 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 inter-laid, 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 an 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.

## 10. Acceptance of Tender

Lowest valid rates should normally be accepted. However, the Tender Accepting Authority does not bind himself to do so and reserve the right to reject any or all the tenders, for valid reasons.

## 11. 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.

## 12. 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.

## 13. 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](http://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.

## 14. Return of Earnest Money of the unsuccessful tenderer(s)

For unsuccessful bidders, the Earnest Money 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 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



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## Annexure 1

### **Self Declaration**

I/We on behalf of ..... (Name of bidder agency) do  
hereby declare that I/We have quoted rate for supply of the mentioned materials for the tender id  
KD/E-TENDER/MAT/23-24/ ..... dated:

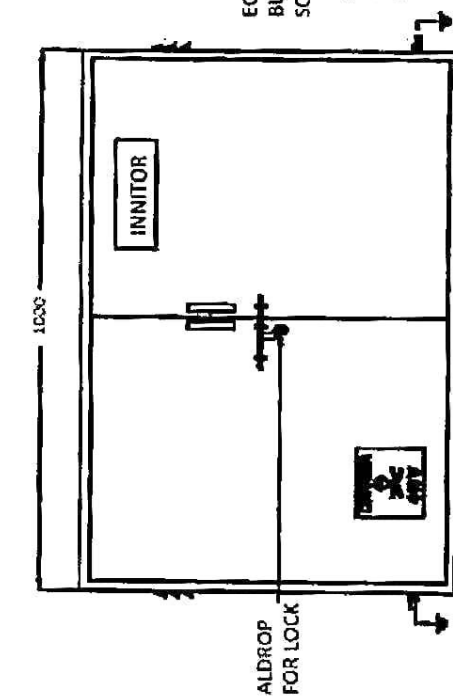
I/We also declare that I/We shall successfully complete the work in scheduled time maintaining the  
terms & conditions of Warranty of NIT Clause no. 17 if ranked as LI bidder of the tender.

Yours faithfully,

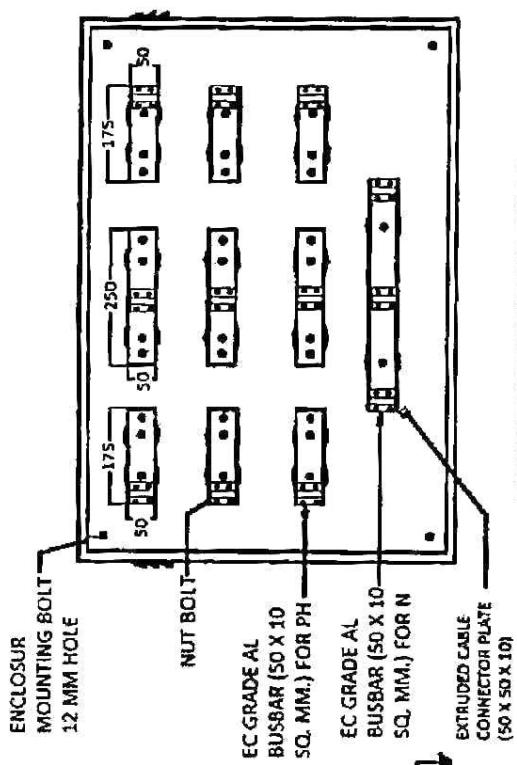
Signature of authorized bidder  
with official seal



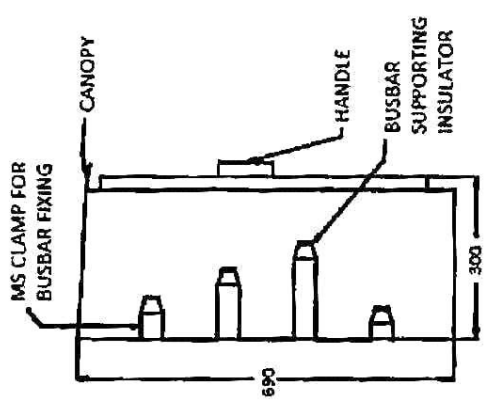




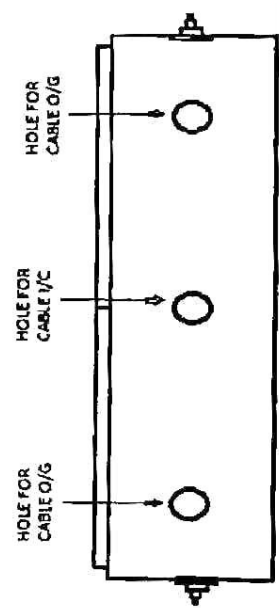
**FRONT VIEW WITH DOOR**



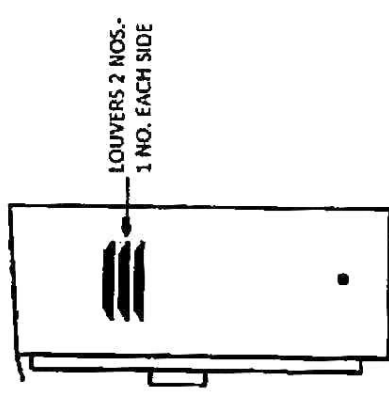
**FRONT VIEW WITHOUT DOOR**



**SIDE VIEW**



**BOTTOM VIEW**



**SIDE VIEW**

## **WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED**

Technical Specification of 'LT DISTRIBUTION KIOSK FOR 100 KVA / 63 KVA DTR WITH DOUBLE FEEDER' suitable for installation on pole mounted DTR Sub-Station structure for safeguard & protection of DTR LT side fuse unit system in the existing or new DTR's pole mounted structure.

### **SCOPE:-**

The LT DISTRIBUTION KIOSK FOR 100 KVA / 63 KVA DTR WITH DOUBLE FEEDER/ Panel will be used for installation of fuse unit connected with I/C and O/G cable, suitable for safeguard & protection of DTR LT side fuse unit system with DTR's pole mounted structure.

LT Kiosk Box for distribution sub-station of size: 1000 x 690 x 300 mm, made of 18 swg ISI marked CRC Sheet with provision of fixing of incoming and outgoing fuse system. EC Grade Aluminium Bus-Bar of size : phase 50x10x250 mm- 03 nos. 50x10x175 mm- 06 nos. neutral 50x10x350 mm- 01 nos. cable holding aluminium clamp 50x10x55 mm- 12 nos. fitted with porcelain Bus-Bar Insulator with nut-bolt. Box should invariably be painted with ISI marked one coat red oxide and double coated synthetic enamel gray paint. (As per drawing enclosed) Material Code: 0407010741.

Fabrication of Kiosk should have to be made as per drawing as annexed with the tender specification. Fresh final drawings considering the above are to be submitted along with the quotation against the tender for examination and further necessary action. Consideration of tolerance for fabrication may be  $\pm 5\%$ .

Some features to be incorporated in the Kiosk/ Panel are detailed bellow:-

### **1. MOUNTING ARRANGEMENT OF THE KIOSK**

The Kiosk/ Panel shall be of backside (Iron support of the structure) mounted type with arrangement of fixing on the backside channel or angle with nuts & bolts. The Name and Property label should be fixed in front of the kiosk. The name and property labels should be given in the anodised Aluminium Sheet of gauge suitable size with proper fixing. A 'Danger sign marked' stating 400 V should be painted on the box with red colour to concern people.

### **2. ENTRY & EXIT OF THE CABLE**

One opening in the left side, one opening in the right side and another in the middle as per drawing on the bottom cover of the kiosk chamber shall be provided for entry and exit of the power cables into & out of the kiosk chamber. Three no's hole are in size 100 mm diameter each. One in the middle is for incoming cable and other two in two sides nearest to the edge of the bottom surface are for outgoing cable. Two end side holes should be at a distance of 100 mm from edge and the other one in the middle of the bottom surface as shown in the drawing. Cable (1 no I/C & 2 no O/G) glands should be provide for proper finishing of collar so that cable should not be damaged or cut by the collar of the sheet metal.

### **3. TOP ROOF OF THE KIOSK**

Top roof of the kiosk are to be made incline by downing one side 30 mm from the horizontal line. And the canopy should be 35 mm. There should be no hole, entry or joint in the rooftop.

### **4. MOUNTING OF BUS BARS**

Bus bars are to be provided for each phase and neutral. EC grade Aluminium Bus-Bar of size: for phase 50x10x250 mm- 03 nos.; 50x10x175 mm- 06 nos.; neutral 50x10x350 mm- 01 nos.; cable holding aluminium clamp 50x10x55 mm- 12 nos.; fitted with porcelain Bus-Bar Insulator with nut-bolt. Aluminium bus bars having current carrying capacity of 300 Ampere or more are to be provided. The gap between the back plate on which the bus bar will be fixed on suitable 550 Volt grade porcelain insulator are to be maintained, first R Phase at 80 mm distance from the back wall, Y Phase at 150 mm distance from the back wall & B Phase at 220 mm distance from the back wall and then Neutral at 60 mm distance from the back wall as shown in the drawing. The gap should be maintained between the bus-bar and from the kiosk wall to bus-bar are minimum 150 mm.

### **5. MOUNTING OF CABLE CONNECTOR**

Cable holding aluminium clamp 50x10x55 mm- 12 nos required to be fitted as shown in the drawing. The extruded cable connector is to be at length 55 mm and to be fitted with bus bar plate by 4 end nut bolt tightening system. The diameter of the hole for providing nut-bolt , in the bus-bar or in the connector plate should be 6 mm. A hole of 6 mm should be provided in the middle of the four nos hole in the bus bar also, thus if required in future we can connect socketing Cable end in the bus-bar by nut bolt. Connection is to be provided at the both end side of the O/G bus-bar and in the middle of the I/C bus-bar as shown in the drawing.

### **6. MOUNTING OF FUSE**

Mounting arrangement of 6 nos of fuse should be fixed with nut bolt arrangement with proper tightening.

### **7. DOOR**

Fixing arrangement of doors of the kiosk box shall be as per drawing and shall be so made that the same can be removed as and when necessary. The doors are to be opened 180 degree so that the workers can work properly and no obstacles arise during work. Two nos handle as shown in the drawing are to be provided for opening the door.

### **8. SAFETY EARTHING**

Earthing of current free metallic parts or metallic bodies of the equipments of the kiosk shall be done with soft drawn single conductor or bar of copper. Provision shall be made at two pints at bottom of the panel for earth connection of the panel with the earthing system as shown in the drawing.

### **9. LOCKING OF THE KIOSK CHAMBER DOOR**

To closed the Kiosk Chamber a Hatch bolt shall be provided to closed the two doors together and for locking a aldop shall be provided.

#### **10. STRIPES WITH INSCRIPTIONS**

In the both side of the kiosk chamber two nos louvers (1 no each side) containing 3 nos inscriptions each side are to be provided as shown in the drawing for the purpose of air circulation.

#### **11. FINISHING AND PAINTINGS**

The metering panel shall be dust and vermin proof. All furnished surface of the steel panel and frame works shall be thoroughly cleaned. The exterior and interior surfaces of the kiosk including all metal parts shall be painted with 3 coats of paints. The first coat should invariably be painted with ISI marked one coat red oxide and double coat with good quality synthetic enamel gray paint. The first coat is to serve as rust resisting primer; second coat is to serve as base and binder, the third coat shall be as finishing coat.

#### **14. MARKING**

A plate with marking of the following shall be fixed on the front door in suitable position

- i. Name of the supplier
- ii. Serial no of kiosk
- iii. Property of WBSEDCL
- iv. Year of manufacturer

#### **15. PROTOTYPE SAMPLE**

Before taking up bulk manufacturer by the successful tenderer, the prototype sample is to be offered for approval, if mentioned in the order.

Signature Not Verified

Digitally signed by SUBHENDU BHAR Date:  
2023.11.23 18:37:56 IST  
Location: West Bengal-WB