



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

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

Power House Complex,  
2<sup>nd</sup> Mile Sevoke Road,  
Siliguri, PIN-734001

**TENDER NOTICE NO: CEH/HRA/TENDER/22-23/30**

**Dated: 02.03.2023**

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

Name of the Work	Estimated Value	Completion time
"Supply & fixing of Copper Condenser Coil in place of aluminum condenser coil for split AC installed at Transit Rest Camp under Hydel Head Quarters, WBSEDCL".	Rs. 22,500/- (Rupees Twenty two thousand and five hundred) only	30 days

**Instruction to Bidder:**

- Tender documents under sealed cover will be received by the undersigned up to 2:00 p.m. on 16<sup>th</sup> March, 2023 and shall be opened on same day at 3:00 p.m. & in case of any BANDH, etc., tender will be opened on next working day at 3:00 p.m. in presence of the attending tenderers or their authorized representative(s).
- Rate should be quoted both in words and in figures excluding delivery charges and GST. HSN Code to be mentioned. GST as applicable will be paid extra.
- The rate quoted shall be firm and net. No price escalation or revision of rates shall be considered during the period except the charges, if any in the taxes & duties.
- The interested agencies are advised to submit their bids in a sealed envelope super scribing "**Bids for awarding of "Supply & fixing of Copper Condenser Coil in place of aluminum condenser coil for split AC installed at Transit Rest Camp under Hydel Head Quarters, WBSEDCL"**" alongwith reference no.
- Reference of Tender Notice with due date of opening should be super scribed in the envelope supported with Trade license, Valid GST registration certificate, Pan Card. The tender documents shall be accepted only after verification of all credentials. If any problem is found the particular tender will not be considered for acceptance.
- Tender documents will not be issued / received by post. Physically collection and submission of tender is mandatory. Tender send by post will be rejected.
- The Intending Tenderer should put their signature with seal in all pages of the tender documents.
- Any correction in the quoted rate should be duly signed by the tenderer.
- The intending tenderers are to submit the sealed tender papers in the specified tender box at the Office of the Chief Engineer (H), HHQ; W.B.S.E.D.C.L. Tenders received after due date and time shall not be entertained under any circumstances.
- The WBSEDCL may at its discretion ask any bidder to produce the detailed price analysis for the quoted rate.



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- Intending bidders may visit the site giving prior intimation to the office before submission of tender.
- The tenderer will have to quote their rates in figure as well as in words. If there is discrepancy in figure and word the amount stated in word shall prevail.
- All corrections in the tender should be signed by the tenderer before submission of the tender. All pages of the tender document must be signed with company's seal by the tenderer. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors, who resort to canvassing, will be liable for rejection.
- The tender by a partnership firm must be furnished with full names of all partners and be signed with partnership name, followed by the signature(s), designation(s) of the authorized partner(s) or other authorized representative(s).
- The WBSEDCL does not bind itself to accept the lowest offer and reserves the right to reject any or all tenders without assigning any reason whatsoever.
- Any other details may be collected from the Manager (HR&A), Office of the Chief Engineer (Hydel), HHQ, WBSEDCL, Siliguri. Mob No. 8900794006.

### Schedule for key information of this tender:

i)	<b>Place for Issuance of Tender Document, submission of Tender Document and opening of bid</b>	O/o The Chief Engineer (H), HHQ, WBSEDCL, Power House Complex, 2nd Mile Sevoke Road, Siliguri, Pin-734001 Dist. - Darjeeling, West Bengal.
iii)	<b>Last date and time for submission of bid</b>	Upto 14.00 Hrs of 16 <sup>th</sup> March, 2023
iv)	<b>Date and time for opening of bid in presence of Bidders or their representative</b>	At 15.00 Hrs of 16 <sup>th</sup> March, 2023

  
(Sibes Kumar Deb)  
**CHIEF ENGINEER (HYDEL)**





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**Terms & Conditions:**

1. **Job Description:** "Supply & fixing of Copper Condenser Coil in place of aluminum condenser coil for split AC installed at Transit Rest Camp under Hydel Head Quarters, WBSEDCL"
2. **Price:** The price should be net and firm inclusive of all incidental charges. The Provision of taxes & duties, if any, shall be governed by prevailing Govt. rules.
3. **Completion period:** The work is to be completed within 30 (Thirty) days from the date of issuance of order.
4. **Liquidated Damages:** Supply and delivery (physical delivery of Equipment / Materials at the place of delivery in accordance with the Delivery Instruction) /erection/construction of the Equipment / Materials as well as execution of the entire work should be as per the delivery schedule/schedule of completion of work. If the Equipment / Materials/ erection/construction are not delivered/work is not completed within stipulated period as per schedule, WBSEDCL reserves the right to repudiate the Order (LOA). But the Purchaser may, at his discretion, extend the delivery schedule/execution schedule subject to imposition of liquidated damages at half percent (0.5%) of the Contract price for per week of delay or part thereof for first 10 (ten) weeks and @ 1% (one percent) of value per week beyond 10 (ten) weeks subject to a maximum of 10% of the contract price /Ordered value and accept the refilling work beyond the stipulated period. Liquidated damages, if any, shall be recovered from your bill.
5. **Tools & tackles:** The agency should arrange all tools & tackles required to execute the job.
6. **Payment:**
7. 100 % payment along with taxes and duties will be made after successful refilling & installation of existing Fire Extinguishers and against submission of your GST prescribed invoice in triplicate. The payment will be made through fund transfer. Necessary Bank charges will be borne by you. You need to provide your Bank A/C No, IFS Code, Name of the Bank & Branch and Cancelled Cheque.
8. **Statutory Deduction:** WBSEDCL shall deduct all the statutory taxes i.e. income tax, work contract tax, as applicable at source from the Invoice in accordance with the provision of statutory obligation as applicable.
9. **Validity period:** The entire rate should remain valid for a period of 90 days from the date of opening of tender.
10. **Guarantee Period:** The entire work shall have to be guaranteed for a period of one year or as provided by the manufacturer from the date of completion of work. The mode of operation of the machine has to be performed in the presence of the office staff of HHQ in order to make them acquainted with the machine. In case, there is any problem in operation of mentioned Photo Copier machine at the time of installation the same shall have to be corrected as per the requirement.
11. **Extension of time:** An extension of time without imposition of penalty, may be granted for delay in execution of work provided there is no fault whatsoever on the part of the supplier. Such extension may only be granted on the basis of application to be submitted



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- within the schedule date of completion by the contractor who has to establish that the extension of time required by him is not due to his fault.
12. The tenderers may visit the site for getting an idea of detailed job involvement before quoting the rate.
  13. The tenderers should contact the Manager (HR&A), Hydel HQ, WBSEDCL, Siliguri for any further information regarding the detailed job involvement prior to submission of tender. Mob no of Manager (HR&A): 8900794006.
  14. The tenderers should put their signature with seal in all the pages of the tender documents.
  15. **Safety Rules:** All the safety rules required for the works shall have to be followed strictly.
  16. **Jurisdiction:** Any dispute arising with the department and the agency will be dealt exclusively within the jurisdiction of Courts of Darjeeling/Jalpaiguri District or Kolkata High Court.
  17. **Labour rules:** All labour related work directly or indirectly, the agency should follow according to the provision of Contract Labour Regulations.
  18. **Controlling Officer:** The Superintending Engineer (E), Hydel HQ, WBSEDCL, Siliguri
  19. **Supervising Officer:** The Manager (HR&A), Hydel HQ, WBSEDCL, Siliguri
  20. **Paying Officer:** The Manager (F&A), Hydel HQ, WBSEDCL, Siliguri.

**Chief Engineer (Hydel)**  
**Hydel H.Q**