



West Bengal State Electricity Distribution Company Limited
(A Govt. of West Bengal Enterprise)
BHANGAR DIVISIONAL OFFICE

Bhangar Divisional Office, WBSEDCL:
Ghatakpur, Bhangar, 24 Parganas(S)
Pin: 743502
E-mail: bhangardivision@gmail.com

Regd. Office of WBSEDCL:
Vidyut Bhavan, Block – DJ,
Sector – II, Bidhannagar,
Kolkata – 700 091.
Website: www.wbsecl.in

Corporate Identity No. (CIN): U40109WB2007SGC113473

NOTICE INVITING e-TENDER

NIT No. : DM/BHND/JOB-CONTRACT/2020-21/03

Date: -13.07.2021

The Divisional Manager, Bhangar Division, 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 Contract	Name & address of the Concerned Office
01.	Maintenance of LT & HT line at Island areas under Sarberia & Minakhan CCC under Bhangar Division for the contract period of one year	2011248/- (Twenty Lakh Eleven Thousand Two Hundred Forty Eight approx.)	@2% of the estimated cost	12 months (Twelve) months	Bhangar Divisional Office, WBSEDCL: Ghatakpur, Bhangar, 24 Parganas(S) Pin: 743502

1. In the event of e-filling intending bidder may download the tender document from the website <https://wbteners.gov.in> directly with the help of Digital Signature Certificate. Necessary earnest money & tender fee 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 Bhangar Divisional Office, WBSEDCL 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://wbteners.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:

Bidders are required to upload scanned copy of the following documents against the eligibility criteria

- I. Documents of Credential in last 5 years for -
 - i. 1 no. Service P.O i.r.o new erection work (already completed) or maintenance work (already completed) or job contract 80% of the estimated amount.
 - or
 - ii. 2 nos. Service P.O i.r.o new erection work (already completed) or maintenance work (already completed) or job contract 50% of the estimated amount.
 - or
 - iii. 3 nos. Service P.O i.r.o new erection work (already completed) or maintenance work (already completed) or job contract 40% of the estimated amount.

If any agency fails to submit any one of I their bid will not be considered for financial opening.

All intending Bidders are required to produce valid copies of current Professional Tax (PT) receipt challan along with PAN Card / IT return as well as EPF , ESI , GST Registration certificates, Trade License & update Return documents & 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 450 (Four hundred fifty) days after date of Bid opening of tender. Bid valid for a shorter period shall be rejected by the Tender 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.

8. Date & Time schedule:-

Sl. No.	Particulars	Date & Time
01.	Date of uploading of N.I.T and Tender Documents (online). [Publishing date]	14.07.2021 after 16:00hrs
02.	Documents sell / download start date (online).	14.07.2021 after 17:00hrs
03.	Bid Submission upload start date (online)	14.07.2021 after 17:00 hrs
04.	Bid Submission upload end date (online)	29.07.2021 upto 17:00 hrs.
06.	Date for opening of Technical bid (online) for the Bidders	02.08.2021 at 12:00hrs
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.

9. **Earnest Money / Bid Guarantee:** The amount of Earnest money is @ 2% of the estimated amount put to tender.

- A bidder desirous of taking part in a tender invited by Offices of WBSEDCL shall login to the e-Procurement portal of Government of West Bengal <https://wbtenders.gov.in> using his login Id and password.
- The bidder shall select the tender to bid and initiate payment of EMD. Following payment options are available for paying EMD amount through online mode:
 - Net-banking through Payment Gateway.
 - **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 the e-Procurement portal to continue the bidding process after expiry of a reasonable time to enable the RTGS/NEFT process to be completed.
 - **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 the 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.**
- **General Instructions for Online Payment:**
 - The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.
 - 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.
 - In case actual EMD amount 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).
 - 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 the payment of EMD has been initiated.
- **Refund/Settlement of EMD Amount:**
 - For unsuccessful bidders, EMD amount submitted against the tender shall be refunded automatically, through an automated process, by NIC portal on receipt of upload status of any bid.
 - For successful bid(s), EMD will be refunded from WBSEDCL authority after completion of tendering process and following due procedures.
 - 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 the payment of EMD has been initiated.
 - For any queries related to payments 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.

- Successful bidder(s) shall have to mandatorily create vendor id through WBSEDCL Web Portal Vendor Corner, if not created earlier.

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. **Scope of Work:**

i) Restoration of HT break-down as per the scope of work of rate contract of HT mobile van service.

ii) Restoration of LT break-down as per the scope of work of rate contract of LT mobile van service.

iii) Regular patrolling of HT & LT line (tree trimming if required) and transformer and to check its condition and reporting of the same for corrective action.

& other scope of work as mentioned in the Office order No.- 16, dated- 15.05.2018 of the Director (HR), WBSEDCL & Office order No.- 17, dated- 15.05.2018 of the Director (HR), WBSEDCL should be followed.

13. **Terms & conditions:**

i) The agency is to provide skilled and un-skilled manpower as tabulated below.

SL.No	Name of CCCs	Location where camp be formed and manpower to be provided	Breakup of manpower			No.of Shift 6AM-2PM 2PM-10PM
			Supervisor	Skilled	Un-skilled	
1.	Minakhan & Sarberia	One camp each at Kumirmari, Bamunia, jeliakhali & Korakati Island	02	04	04	02

ii) The wages to be paid to the worker as per the rate contract of LT Mobile van service and wages of the worker to be revised according to the Govt. Order of minimum wages time to time.

iii) Other statutory rules i.r.o Labour laws and prevailing safety norms is to be complied as mentioned at the rate contract of LT Mobile Van Service.

iv) The agency will arrange an accommodation for formation of camp.

v) Each of the camp will be equipped with one no. Of Mobile set having a fixed number for receiving docket and for feedback reporting. The expenditure of this mobile to be reimbursed @Rs.300/- per month per shift.

vi) The agency is to provide all tools and tackles including PPEs as mentioned at the rate contract order of mobile service at their own cost and wear and tear charges for maintaining the said equipments to be paid by the WBSEDCL @Rs. 500/- per month per shift.

vii) The agency is to make suitable arrangement for transportation of tools and tackles and his worker during attending call/break-down by providing suitable nos. of bike & motor vans.

As the area of operation geographically isolated all locations under the jurisdiction said area may not be possible to access by a fixed type of vehicle in all seasons of a year. So the agency will have the liberty to change the mode of conveyance as when required depending upon the condition of road and requirement of the work. As the mode of conveyance to be change time to time so the job performed by the vehicle mentioned above cannot be considered as perennial in nature. Hence driver of the vehicle not to be considered during compliance of Labour law. And any of the worker (Skilled/Un-skilled) of maintenance work may performance driver during the work.

ix) The agency is to arrange conveyance of the WBSEDCL employees who will visit the camp area for supervision purpose and other routine work.

x) The agency is to quote the rate at the enclosed schedule which are not mentioned only.

14. 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.

15. 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.
16. The Divisional Manager, Bhangar Division, WBSEDCL shall act as Controlling Officer and the Assistant Engineer (Tech) Bhangar Division shall act as Supervising Officer.
17. AM. (F&A), Bhangar Division. Shall be the Paying Authority.
18. No Conditional Bid / Incomplete Tender will be accepted under any circumstances.
19. 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.
20. 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.
21. The Tender Inviting Authority reserves the right to cancel the NIT due to unavoidable circumstances and no claim in this respect will be entertained.
22. WBSEDCL, who do not bind itself to accept the lowest tender, reserves the right to accept or reject any bid and to annul 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.
23. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors, who resort to canvassing will be liable to rejection.
24. Bids shall remain valid for a period not less than 450 (Four hundred fifty) days after date of Bid opening of tender.
25. Bidder has to quote rate for conveyance charge & establishment charge of BOQ sheet numbered as 2 on per month basis. The total amount figure of BOQ will be applicable for each month. The estimated cost mentioned above is considered for 12 months basis.
26. The Contract period is for twelve months. It may be extended on satisfactory performance of the agency subject to approval from competent authority.

AB
13/07/21
Assistant Manager (HR&A)
Bhangar Division
WBSEDCL

AD myp
13/2
Assistant Manager (F & A)
Bhangar Division
WBSEDCL

89
13/7/21
DG & Divisional Manager
Bhangar Division
WBSEDCL

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).

Technical proposal:

The Technical proposal should contain scanned copies of documents (folders).

Opening of Technical proposal:

Technical proposals will be opened by the Divisional Manager, Bhangar Division, WBSEDCL 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.

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.

Annexure - 1

LETTER HEAD OF BIDDER (AS ENROLLED ONLINE ON e-Tendering PORTAL OF NIC)

To

The Tender Committee

Sub: Letter of Bid for

.....
.....
.....

Ref: I. 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 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 confirm our acceptance of all the terms and conditions of the NIT document unconditionally.

Signature of the Tenderer

Dated.....

Annexure - 2

MANDATE FORM BY VENDOR FOR RTGS/ NEFT PAYMENTS
(TO BE FIELD IN BLOCK LETTER)

1. NAME OF THE VENDOR:
2. ERP VENDOR NO:
3. Vendor Type: Company / Partnership / Proprietorship / Self Help Grp / HUF/Others (To be specified)
4. ADDRESS:.....
-
5. TELEPHONE NO. & FAX NO:.....
6. MOBILE PHONE:
7. Email:.....
8. P.A.N. NO. (MANDATORY):

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9. GST REGISTRATION NO:
10. PARTICULARS OF BANK ACCOUNT (One cancelled Cheque is to be enclosed)
- i) Name of Account Holder:
- ii) BANK NAME:
- iii) BRANCH NAME & ADDRESS:.....
- iv) BANK BRANCH TELEPHONE NO:.....
- v) Account type (whether SB or Current):.....
- vi) ACCOUNT NO:

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vii) BANK'S MICR CODE:

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viii) BANK'S IFS CODE:

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11. DECLARATION OF THE PARTY:

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or Not Affected at all for reasons of incomplete and incorrect information, WBSEDCL will not be held responsible.

Date:

Signature of the Vendor

Annexure - 3

PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY THE BIDDER

(For genuineness of the information furnished on-line and authenticity of the documents 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 job/supply of.....
2. None of the Partners of our firm in relative of employees of.....
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 the Tenderer

Dated.....

PARTICULARS OF BANK ACCOUNT OF WBSEDCL

PARTICULARS	DETAILS
NAME OF THE ENTITY	WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LTD
BANK NAME	ICICI BANK LTD.
ACCOUNT 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.. BLOCK4 A, ECOSPACE BUSINESS PARK, RAJARHAT, KOLKATA 700156