

—WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED  
(A Government of West Bengal Enterprise)



REGIONAL MANAGER, REGIONAL OFFICE, COOCH BEHAR  
1<sup>st</sup> FLOOR, ADMINISTRATIVE BUILDING, POWER HOUSE CAMPUS, COOCH BEHAR

Tele-Fax No.-03582-224820

Memo No. RM/CRO/Civil/e-Tender/2025-26/537

Email Id-[rm.coochbehar@wbasedcl.in](mailto:rm.coochbehar@wbasedcl.in)

Dated: 16.09.2025

**NIT No.:** RM/CRO/Civil/e-TENDER/2025-26/ 15 **Date** 16.09.2025  
**Tender ID :-** 2025\_wbsecl\_903599 - I

Online percentage rate e-Tender in two part are invited by the Regional Manager, Cooch Behar from the Bonafide, experienced & resourceful contractors of Govt., Semi-Govt., Govt. Undertaking Organizations, Govt. Enterprises etc. for the under noted works as per specified terms, conditions and specification:

Sl No	Name of the work	Estimated Amount including CESS @1%	Earnest Money Deposit (EMD)	Completion time
1	Annual running maintenances of Administrative building, WBSEDCL, Power House Campus, Coochbehar.	₹ 4,21,403.25/-	₹ 8,430.00/-	365 days from the date of physical site hand over.

- Intending bidder should download the tender documents from the website <https://wbtenders.gov.in> indirectly with the help of Digital Signature Certificate. Necessary 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 through said website as per schedule stated in Sl. No. 6. (Details of which has been narrated in the Instruction to the bidders). Payment submission through BG is not allowed. EMD collected via online mode will be settled automatically from e-tendering portal maintained by National informatics Centre (NIC) wherein EMD for rejected or unsuccessful bids shall be refunded in the bank account of participating bidders directly from NIC Portal. However, for successful bidder the Earnest Money will be converted into Security Deposit.
- Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed by the Bidder through the website <https://wbtenders.gov.in>. (Details of which has been narrated in 'Instruction to Bidders') as per Schedule stated in Sl. No. 8.
- Eligibility criteria for participation in tender-
  - Separate/Combined credential will be required over estimated values of Rs. 3,00,754.53/- for Civil Works and Rs. 1,20,648.72/- for Electrical Works.

**For Civil works-**

Three similar nature of works costing not less than the amount equal to 40% of the estimated cost (Rs. 3,00,754.53/- for Civil Works) in separate three contracts/Two similar works costing not less than the amount equal to 50% of the estimated cost (Rs. 3,00,754.53/- for Civil Works) in separate two contracts/One similar work costing not less than the amount equal to 80% of the total estimated cost (Rs. 3,00,754.53/- for Civil Works) in single contract after 1<sup>st</sup> April, 2018.

**For Electrical works-**

At least one work of similar nature not less than 50% of the estimated cost (Rs. 1,20,648.72/- for Electrical Works) in a single contract after 1<sup>st</sup> April, 2018.



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The Credentials will be construed upon the executed value of work duly certified by the concerned Departmental head supported by payment certificate. If the status of the work, for which the credentials are submitted, is on progress, then the credential will be construed as the gross value of RA bills released by the concerned Department, in a form of payment certificate. Completion Certificate from the concerned Executive Engineer/District Engineer/Divisional Engineer or equivalent rank and above will be treated as valid credential. [Non-statutory Documents].

- ii. All categories of prospective Bidders shall have to submit valid copies of up to date Professional Tax Receipt Challan, P.F. Registration number with current return/challan, GST Registration no. with current return/challan (if any) of, E.S.I. Registration no (for execution of works in ESI coverage area) with current return/challan, PAN Card and Income Tax Return for last three Assessment Years i.e. 2024-25, 2023-24, 2022-23 in respect of the prospective Bidder. Proprietorship Firm (Trade License). Partnership Firm (Partnership Deed, Trade License). Ltd Company (Incorporation certificate, Trade License). Co-operative Society (Society Registration copy, Trade License). [Non-statutory Documents]
  - iii. Neither prospective Bidder nor any of the constituent partners had been be barred to participate in any Tender by any Government Department/Semi-Govt./Govt. Undertakings/ Enterprise etc. during the last 5 (five) years prior to the date of this NIT. Such debarring will be considered as disqualification towards eligibility. (a declaration in this respect has to be furnished by the prospective bidders). [Non-statutory Documents].
  - iv. The prospective Bidders or any of their constituent partner shall neither have abandoned any work nor any of their contract have been rescinded during the last 5 (five) years. Such abandonment or rescission will be considered as disqualification towards eligibility. (a declaration in this respect has to be furnished by the prospective bidders). [Non-statutory Documents]
  - v. No conditional / Incomplete Tender will be accepted under any circumstances.
4. The **FINANCIAL OFFER** of the prospective bidder will be considered only if the **TECHNICAL BID** of the Bidder is found qualified by the WBSEDCL. The decision of the WBSEDCL will be final and absolute in this respect. The list of Qualified Bidders of Technical Bid will be displayed in the website.
  5. No mobilization advance and secured advance will be allowed.
  6. A prospective Bidder shall be allowed to participate in the tender either in the capacity of individual or as a partner of firm. If found applied severally in a single job, all his offers will be rejected for that job.
  7. Bid shall remain valid for a period not less than 180 (one hundred eighty) days from the date of opening of Financial Bid. If the bidder modifies/withdraws the bid during the interval between the deadline for submission of bids and the expiry of the period of bid validity, the bid will be cancelled with forfeiture of earnest money deposit (EMD).
  8. **Date and Time Schedule:**
- | Sl. No. | Particulars   | Date and time                 |
|---------|---|-------------------------------|
| 1       | Date of uploading of N.I.T. & other Documents (online)<br>(Publishing Date) | 23.09.2025 at 10.00 hrs       |
| 2       | Documents download/sell start date (Online)                                 | 23.09.2025 at 11:00 hrs       |
| 3       | Bid submission start date (On line)   | 23.09.2025 at 12:00 hrs       |
| 4       | Documents download End Date(On line)  | 10.10.2025 Up to at 16:00 hrs |
| 5       | Bid Submission closing date (On line)                                       | 10.10.2025 Up to at 16:00 hrs |
| 6       | Last Date of submission of Earnest Money Deposit etc. (online)              | 10.10.2025 at 16:00 hrs       |
| 7       | Technical Bid opening date (Online)   | 14.10.2025 at 12:00 hrs       |
| 8       | Date of uploading list for Technically Qualified Bidder(online)             | To be intimated later         |
| 9       | Financial Bid opening Date (Online)   | To be intimated later         |
9. The Bidder at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice Inviting Tender. The cost of visiting the site shall be at the Bidder's own expense.

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10. The intending Bidders shall clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of Bidding shall be reimbursable by the WBSEDCL. The WBSEDCL reserves the right to accept or reject any offer without assigning any reason whatsoever and is not liable for any cost that might have been incurred by any Bidder at any stage of Bidding.
11. Prospective applicants are advised to note carefully the minimum qualification criteria as mentioned in 'Instructions to Bidders' stated in Section - 'A' before tendering the bids.
12. Exemption from deposition of earnest money deposit (EMD) shall not be allowed under any circumstances.
13. Conditional / Incomplete tender will not be accepted under any circumstances.
14. The intending Bidders are required to quote the rate online.
15. During scrutiny, if it comes to the notice of the tender inviting authority that the credential or any other paper found incorrect / manufactured / fabricated, that bidder would not be allowed to participate in the tender and that application will be rejected without any prejudice.
16. Canvassing in connection with the tender is strictly prohibited in the Tender submitted by the Contractor.
17. The eligibility of a Bidder will be ascertained on the basis of the documents submitted by a Bidder in support of eligibility criteria. If any document submitted by a Bidder is incorrect / manufactured / fabricated or false at any stage, his Tender will be out rightly rejected and legal action will be taken against him.
18. The participating bidders may please note that the successful bidder shall have to submit an Indemnity Bond in the prescribed format and additional performance security in the form of Bank Guarantee when bid rate is (-)20 % to (-) 80% from the estimate put to tender, before commencement of the work.
19. The WBSEDCL does not bind itself to accept the lowest bidder and reserves the right to reject any or all tender(s) or to split the whole work to more than one contractor without assigning any reason whatsoever
20. The WBSEDCL reserves the right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.

  
(Biswajit Das)  
Regional Manager  
Regional Office, Cooch Behar