



WBPDC

THE WEST BENGAL POWER DEVELOPMENT CORPORATION LTD.
SAGARDIGHI THERMAL POWER PROJECT
OFFICE OF THE GENERAL MANAGER
CONTRACT CELL

N.I.T : WBPDC/SGTPP/NIT/E1188/18-19 on 2018-08-17 10:03:49

E-tenders in prescribed format are invited for the following job at Sagardighi Thermal Power Project from interested parties in three steps bid of E-tendering process:

Name of the work	Earnest Money Deposit	Estimated cost for two years	Time Period
Operation and maintenance of industrial relation software including data entry related to statutory compliance , report generation , issuance of security gate pass to visitors , vendors , owner cum drivers and contractor labors e.t.c.	Rs. 84000/- (by demand draft or Bank Guarantee)	Rs.42,00,000/-	Two (02) years.

1. General Guidance for e-tendering :

Interested bidders are requested to log on to the website <https://wbtenders.gov.in> to participate in the bid.

2. Registration of Bidders :

Bidders who are willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt. of India (viz. n Code Solutions , Safes crypt, e-mudhra, TCS, MTNL, IDRBT) or as mentioned in e-tendering portal of GOWB <https://wbtenders.gov.in>. DSC is given as a USB e-Token. After obtaining the Class II/III Digital Signature Certificate (DSC) from the approved CA, they are required to register the Digital Signature Certificates through their registration system available in the website.

3. Steps of the tender :

Step - I: Earnest Money Deposit (EMD): Cover – I

- The Earnest Money (EMD) or Bank guarantee in a sealed envelope should be deposited in physical form within 05 / 10/2018 up to 17 : 00 hr. hr. to the address: Sr. Manager (Contract Cell), 2nd Floor, Administrative Building, Sagardighi Thermal Power Project, P.O: Manigram, Dist: Murshidabad, Pin. 742237.
- Bidders must furnish the **Earnest Money Deposit (EMD)** in the form of **“Demand Draft”** of amount **Rs. 84000 /-** (**Eighty four thousand only**) in the favour of **“ West Bengal Power Development Corporation Limited ”** payable at **STATE BANK OF INDIA, Sagardighi branch (Code no. 11377)** or, in the form of **“Bank Guarantee ”** for one year **having claim period of another 3 months** on any Scheduled Bank incorporated in India. Bank Guarantee issued by Foreign Branches / Foreign Offices of such scheduled Banks should be counter guaranteed by the Indian Branch of that scheduled bank incorporated in India OR any branch of an International Bank situated in India or registered with Reserve Bank of India as a scheduled foreign bank OR any foreign bank which is not a scheduled bank in India provided the Bank Guarantee issued by such Bank is Counter guaranteed by any Scheduled Bank incorporated in India.
- EMD of the successful bidder will be returned after Successful completion of the job duly certified by the controlling officer.
- WBPDC reserves the right of forfeiture of Earnest Money deposit in case the tenderer, after opening of tender, withdraws/amends/impairs/derogates/revokes his tender within the validity period or extension thereof.
- No interest will be payable by WBPDC on the above Earnest Money.
- Earnest Money of unsuccessful tenderers shall be refunded to them after issuance of the confirmed service order to the successful Bidder.
- Govt. organizations are exempted from submission of Earnest Money deposit against submission of acceptable (As per discretion of WBPDC) documents. **NSIC / SSI registered units are exempted from deposition of EMD.** In that case, scanned copy of the latest valid NSIC/SSI Certificate should be submitted /uploaded in **“Step-I(EMD)”** Cover in lieu of EMD /bid security.

Note :: However under any circumstances Bank guarantee from Regional Rural Banks or State Co-operative Banks or Urban Co-operative Banks would not be accepted .



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Step-II: Qualification bid & Techno-Commercial Bid: Cover – II

A. Submission of mandatory documents as per following criteria:

1. Valid PAN, Current IT returns, GST Registration certificate.
2. The bidder should have credential of executing similar work under Govt. /quasi Govt. organization/any renowned private sector(Power Generation capacity of 200MW or Above) having factory as well as construction during the period of last seven years in the following manners.
 - **In single order** – Executing value of work not less than Rs. 16.80 lakhs per year per order.
 - **In two orders** – Executing value of work not less than Rs.10.50 lakhs per year per order.
 - **In three orders** – Executing value of work not less than Rs.8.40 lakhs per year per order.

NB: Extension/ repeat order **without discontinuation of work** only be treated as one order.

3. Financial documents to satisfy the criteria that the average annual turnover for last three years not less than **Rs 12,60,000 /- lacs and** net worth should be positive in each year.

4. **Techno-Commercial Bid:** Signed and sealed copy of tender document must be submitted. No deviation is allowed.

B. Other important Documents to be uploaded:

PT clearance certificate, Provident Fund Registration Certificate. Audited balance Sheet & Profit & Loss Account for last 03 years with auditor's signature & membership no in each page, Trade license and ESI registration certificate. Related HSN / SAC codes to be mentioned & uploaded as declaration.

Step-III :Price Bid (BOQ) : Cover – III

(To be uploaded in "Finance Cover")

The financial proposal should contain the following document in one cover (Finance cover).

The bidder is to quote the rate in the space marked for quoting rate in the BOQ.(**Only downloaded copies of the above documents are to be uploaded, virus scanned and digitally signed by the bidder**).Bidder must quote for **ALL** items mentioned in BOQ . BOQ sheet with all cells filed-up must be submitted in Financial Cover. **Non-submission of this sheet under Financial cover and partial quoting will lead to rejection of the bid.**

Statutory Taxes as per Govt. rule will be paid extra.

Advice to the Bidders:

Bid documents can be downloaded from the web site: <https://wbtenders.gov.in>.

Tenderers must deposit earnest money in a separate sealed envelope superscripting Earnest Money, tender notice number, phone no of party, name of the work and due date of opening. The envelope containing earnest money will be opened first.

The Earnest Money (EMD) should be deposited in physical form and all other bids including the scan copy of EMD should be uploaded separately through Web site.

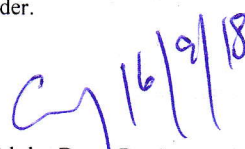
The dates of download, pre bid and opening of tender shall be as per the following schedule:

Last Date of download of tender paper	05/ 10 / 2018 up to 15 : 00 hr.
Pre-bid discussion	25 / 09 / 2018 at 15 : 30 hr.
Last date of Submission / Upload of quotation	05 / 09 / 2018 up to 17 : 00 hr.
Date of opening bid	10 / 10 / 2018 at 15 : 30 hr.

In case due to unforeseen reasons the date of submission & opening becomes a holiday or in case of any unavoidable circumstances whatsoever, in that event the same will be opened in the next working day at the same time & venue.

The Corporation reserves the right to accept / cancel any or all tenders without assigning any reason whatsoever. The WBPDCCL does not bind itself to accept the lowest tender and qualification of tenderer will be adjudged as per sole discretion of WBPDCCL authority. The validity of tender will remain effective for 4(four) months from the date of opening of Price-Bid of tender.

For Further details Please Visit: <https://wbtenders.gov.in>


(Alope Datta Roy)
General Manager, SgTPP/WBPDCCL.