



THE WEST BENGAL POWER DEVELOPMENT CORPORATION LTD.

(A Government of West Bengal Enterprise)

SAGARDIGHI THERMAL POWER PROJECT

P.O. Monigram, P.S. Sagardighi, Dist. Murshidabad, West Bengal, Pin-742237

Phone No: (03483) 237003, EPBAX: 237005,237006, Fax: 237002

Tender Ref. No. : SgTPP/CONTRACT (CIVIL)/OT/20-21/18/F-2683,

Dated:

E-Tenders in prescribed format are invited for the following job at Sagardighi Thermal Power Project from interested agencies working under Govt. organization /PSU/ Govt. undertakings or any renowned private organization in three steps bid of e-tendering process:

| NIT No. | Name of the work | Estimated Cost | Earnest Money Deposit | Contract Period |
|--|---|---|---|---|
| WBPDC/SGTPP/ NIT/E1483/20-21, Dated: 21/11/2020. | Horticulture activities with maintenance for one year around New Administrative building at SgTPP, Murshidabad. | Rs.8,03,099.00 [Rupees eight lakh three thousand ninety nine only.] | Rs.16,100.00 [Rupees sixteen thousand one hundred only] (Interest free). | Twelve (12) months from the date of commencement of work. |

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 obtaining 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, IDRB) 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]

(i) **Value of EMD:** The EMD for this tender is **Rs.16,100.00** [Rupees sixteen thousand one hundred only]

(ii) **Mode of submission:**

- EMD shall be submitted either ONLINE through this portal or in the form of Bank Guarantee (BG). EMD payment in any other form will not be accepted.
- In case of online deposition of EMD, online mode is to be selected in the payment mode of the portal and against online Bank, both ICICI Bank and ICICI NEFT/RTGS modes are to be selected. It may be noted that the bank processing may take some time and bidders shall not be allowed to upload bid documents until and unless EMD amount is deposited through the portal. So, the bidders should submit EMD well ahead of the last date of submission of EMD.
- To submit Bank Guarantee as EMD bidders shall have to opt for EXEMPTION in this portal and scanned copy of the BG is to be uploaded in the portal. the Original BG must be submitted in physical form in a sealed envelope superscripting Earnest Money, NIT number, phone no of bidder, name of the work and due date of opening either by hand or through post 48 hours prior to opening of the bid (Part-I & II) [Except Sunday, Saturday & holiday] to the address: The Sr. Manager (Contract Cell), 2nd Floor, Administrative Building, Sagardighi Thermal Power Project, P.O: Manigram, Dist: Murshidabad, Pin: 742237. Otherwise the bid shall not be considered for evaluation.
- Bank Guarantee (as per enclosed format Attachment-1) shall be from any Scheduled Bank incorporated in India in the name of "The West Bengal Power Development Corporation Limited". 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. The Bank Guarantees (BG), if submitted, should remain valid for period six (06) months from the date of opening of the tender with a claim period of further three (03) months.

Note: However under no circumstances would any guarantee be accepted from any Regional Rural Bank or State Co-operative Bank or Urban Co-operative Bank.

- After uploading of "Award of contract" (AOC) in the portal, EMD amount (deposited online) of the successful bidder will be automatically transferred from the pooling account to the respective ICICI account of SGTPP and for the unsuccessful bidders, EMD amount shall automatically be returned to the respective debited accounts of the participating bidders.
- BG submitted by the unsuccessful bidders, if any, shall be returned against specific written applications received from the respective unsuccessful bidders after placement of contract on the successful bidder.
- In case of cancellation of the tender and bid rejection, same methodology shall be followed as mentioned in (iii) and (iv) above respectively.
- 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, as may be accumulated during its retention, will be payable by WBPDC on the above Earnest money.
- Govt. organizations are exempted from submission of Earnest Money Deposit against submission of acceptable (As per discretion of WBPDC) documents.

NB: NSIC/SSI/MSME registered unit are not exempted from submission of Earnest Money Deposit.



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Step-II: Qualification bid and Techno-Commercial bid: [Cover-II]

[A] Submission of mandatory documents as per following criteria:-

- (i) Valid PAN, (ii) IT returns of last financial year or previous year (iii) GST Registration Certificate.
- (i) The bidder should have credential of execution of similar type of work i.e. Plantation /gardening works/ maintenance of garden/ maintenance of plants etc. directly under Govt. organization /PSU/ Govt. undertakings or any renowned private organization during last Seven (7) years from the date of publication of the NIT as per requirement as mentioned below.
 - In single order – Executing value of work not less than **Rs.6.43 lakh**.
 - In two orders – Executing value of work not less than **Rs. 4.02 lakh in each order**.
 - In three orders – Executing value of work not less than **Rs. 3.22 lakh in each order**.**NB: Extension/ repeat order without discontinuation of work only be treated as one order.**
- (ii) Financial documents to satisfy the criteria that the average annual turnover for consecutive three years within last four (04) FY not less than **Rupees 2.41 lakh** and average net worth should be positive in each year.

- 3. Techno-Commercial Bid:** All tender documents including filled up Bid Matrix & Declaration by Bidder (Annexure-11 & 11A) must be submitted/uploaded.

Note: Tenders submitted without the above techno-commercial requirements shall be liable for rejection.

[B]. Other important Documents to be uploaded: Provident Fund Registration Certificate, Audited balance Sheet and Profit & Loss Account for consecutive three years within last four (04) FY (Auditor's signature along with membership no. of auditor must be required on each pages), and ESI registration certificate.

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).

Bidder must 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). The filled-up BOQ sheet must be uploaded 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> directly with the help of the e-Token provided. All bid documents are to be submitted/ uploaded online through Web site within the stipulated date and time as given below. This is the only mode of collection of tender documents. The envelope containing original BG if submitted as earnest money which is deposited in physical form by the bidders within due period as mentioned earlier.

The date of download/ upload and opening of bids shall be as per the following schedule:

| | |
|--|--|
| Start date of downloading of tender paper from website:- https://wbtenders.gov.in | : From 15/12/2020 after 10.00 hrs. |
| Pre-bid discussion | : On 24/12/2020 at 15: 00 hrs. |
| Last date of Submission/ Uploading of tender. | : On 04/01/2021 upto 15.00 hrs. |
| Submission date of Bank guarantee if deposited as EMD in physical form at SgTPP Office. | : Positively within 04/01/2021 up to 15:00 hr.[Except Sunday, Saturday & holiday] |
| Date of opening bid (Step –I and Step-II): | : On 06/01/2021 after 15:00 hrs. |

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>

Sd/-
(Kausik Datta)
General Manager,
SgTPP/WBPDCCL.