



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

WBPDC

CONTRACT CELL

NIT No: WBPDC/SGTPP/NIT/E2691/23-24 dated: 28.12.2023

Tender Ref. No.: SgTPP/CC/Tend/23-24/F- 809879 dtd : 16.12.2023

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

**A. Submission of mandatory documents as per following criteria:**

i. Valid PAN, IT returns of consecutive three Assessment year(A.Y 2019-20,2020-21 &2021-22), GST Registration certificate.  
ii. The agencies should have previous expertise with AMC/ARC/Tit-bit type job that involve qualified manpower supply job for assisting the ITC Department with communication and IT related tasks under government / Quasi government / any renowned private sector during the period of last 07 years in the following manners:

- **In single order** – Executing value of work not less than Rs. 16,56,917/- per year per order.
- **In two orders** – Executing value of work not less than Rs. 10,35,573/- per year per order.
- **In three orders** – Executing value of work not less than Rs. 8,28,458/- per year per order.

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

iii. Financial documents to satisfy the criteria that the average annual turnover for three consecutive years within last 04 FY not less than **Rs. 621344/-** and net worth should be positive in each year.

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

**B. Other important Documents to be uploaded:** : Provident Fund Registration Certificate. Audited balance Sheet & Profit & Loss Account for 03 consecutive financial year(FY 2018-19,2019-20 & 2020-21). with auditor's signature in relevant pages & member ship number, 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).

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 filled-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.**

**The bidder should comply with the payment of Wages & benefits to their workers as per Notification of Joint Labour Commissioner, Labour Department, and Govt. of West Bengal time to time.**

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>.

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

<i>Start Date of download of tender document</i>	<i>16/01/2024 at 10 : 00 hr.</i>
<i>Pre-bid discussion</i>	<i>23/01/2024 at 15: 30 hr.</i>
<i>Last date of Submission / Upload of quotation</i>	<i>09/02/2024 up to 10: 00 hr.</i>
<i>Date of opening bid</i>	<i>12/02/2024 up to 10:30 hr.</i>

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 WBPDC does not bind itself to accept the lowest tender and qualification of tenderer will be adjudged as per sole discretion of WBPDC authority. The validity of tender will remain effective for 4(four) months from the date of opening of Price-Bid of tender.

*(Handwritten signature and date)*

(Manas Mallik)

Addl. General Manager(Engg),  
SgTPP/WBPDC



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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	Estimated Cost for Two(02) Years	Earnest Money Deposit	Time Period
Biennial Maintenance Contract for Deployment of High Skilled and Unskilled manpower for ITC Department job.	Rs. 41,42,293/-	Rs. 82,846/- (by online mode NEFT/RTGS or BG)	Two 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. For any query regarding the tender please Contact Mr. Atanu Chowdhury [Senior Manager (Contract Cell)], Mobil: 8336903740. Email: [achowdhury@wbpdcl.co.in](mailto:achowdhury@wbpdcl.co.in).

**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 there registration system available in the website.

**3. Steps of the tender:**

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

- The Earnest Money (EMD) should be deposited online mode (NEFT/RTGS) . In the payment mode of the portal , online mode is to be selected and against online Bank, both ICICI Bank and ICICI NEFT/RTGS modes are to be selected. Where Bank Guarantee is submitted as EMD, Exempted mode of the portal is to be selected and scan copy of bank Guarantee is to be uploaded. Original copy of the bank Guarantee is to be submitted 48 hour prior to opening of the bid, failing which the bid may be rejected. **Bank Guarantee must be for six months 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. EMD of the unsuccessful bidder will be returned automatically after award of contract is uploaded in the portal.
- 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.
- Govt. organizations are exempted from submission of Earnest Money deposit against submission of acceptable (As per discretion of WBPDC) documents .**NSIC/MSME / SSI registered units are not exempted from deposition of EMD.**

**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.**