



# The West Bengal Power Development Corporation Limited

(A Govt. of West Bengal Enterprise)

**Bidyut Unnayan Bhaban**

Plot-3/C, LA-Block, Sector-III, Bidhannagar, Kolkata-700 098

**NIT No.:** WBPDC/Adv/CC/13-14/23/Corp Date: 29.04.2013

**Ref No:** WBPDC/HR/Security/BTPS/2013 Date: 29.04.2013

## **JOB - I**

Sealed Tenders in prescribed format are invited by the **General Manager (HR), The West Bengal Power Development Corporation Limited**, from the resourceful, well experienced and financially sound Security Agencies/ Companies in three steps bid system, Step-I : Earnest Money Deposit , Step-II : Qualifying Requirement and Step-III: Price Bid, for the job of Deployment of Security Personnel [ XSM and Civilian Security Guards, certified as trained & age within 55 (Fifty-five) years during the validity period of contract] for guarding the properties/ premises and other security related jobs at Bandel Thermal Power Station (BTPS), P.O- Tribeni, Dist: Hooghly-712 503, West Bengal. The requirements of **Bandel Thermal Power Station** in details are given below under description of requirement.

1. **Description of requirements :-**

<b>Deployment/Requirement Details of Security Personnel (XSM)</b>	<b>Required Nos.</b>
Security Supervisor (XSM)	05
Armed Guard (XSM)	20
Armed Guard (Civilian)	30
Unarmed Guard (XSM)	44
Unarmed Guard (Civilian)	66
Driver (XSM) (12 hrs. duty in each shift)	02
Tata Sumo/ Boloro/ Mahindra/ Max (manufacturing year not before 2008 & 10 Seated Capacity) inclusive of all but without driver.	01

The maximum permissible number of civilian guard to be deployed shall under no circumstances exceed more than 60% of the amount of total number guards deployed in the particular category.

The number of **required security personnel/vehicle** of different categories as mentioned above **may increase/decrease subsequently, if required to the extent of  $\pm 25\%$ .**

2. **Eligibility Criteria:**

- a) The Agency/Company must have experience in deployment of XSM Security Personnel, **and is currently engaging 200 or more XSM Security Personnel in any establishment under Govt. Organization / Undertakings / Autonomous Body representative of industrial houses to be supported by work order/agreement and satisfactory performance certificate.**
  - b) **The agency must have experience in deployment of Security Personnel in Power Utility Sector and have to produce 02 (two) contracts where a minimum of 50 nos. Security Personnel is deployed in each contract, to be supported by the work order or agreement.**
  - c) **At least 3 (three) running contracts in a large Industrial/PSU/Education Campus of annual value not less than Rs. Fifty lakhs per annum.**
  - d) **The agency must be ISO-9001:2008 certified.**
  - e) **The agency must have running well structured training establishment in West Bengal currently providing training on security guarding as per established training curriculum and assessed and certified by accredited third party.**
  - f) Current IT Registration Certificate, PT and Service tax Registration certificate to be produced with the tender document.
  - g) PF Establishment Code (PF code allotment letter by RO/SRO).
  - h) Sound financial condition supported by Audited Balance Sheet for the last 03 (Three) years showing Profit and Loss to be produced with the tender documents. (Last financial year being 2011- 2012)
  - i) **Minimum last 5 (Five) years experience in deployment of Security Personnel independently.**
  - j) **The agency must have an annual turnover of Rs. 20 crores in any financial year during the last three financial year ( last financial year being 2011- 2012).**
  - k) The agency must have License under the Private Security Agency (Regulation) Act, 2005/ The West Bengal Private Security Agencies (Regulation) Rules, 2007, to work in the district of Hooghly, West Bengal. **In case of non possession of license the agency should submit license in case of his selection within 3 months from the date of issuance of work order.**
3. **Earnest Money: Rs.50,000/- (Rupees Fifty Thousand only)** (interest free) to be deposited in a separate sealed envelope along with the offer.
4. **Sale of Tender Document:** Tender document will be issued on the basis of written application addressed to The General Manager (HR) from the Corporate Office from **29.04.2013 to 10.05.2013** on all working days, between **11.00 am to 03.00 pm**, except Saturdays & holidays. **Issuance of tender documents will not be construed to mean that such intending bidders are automatically considered qualified.** Request for tender paper by post will not be entertained. **The management reserves the right not to issue Tender document to any Agency, who might be working with WBPDCCL but having record of poor performance.**
5. **Cost of Tender Documents: Rs.6,000/- (Rupees Six thousand only)** [Non-refundable] by Cash only to be submitted while purchasing Tender documents.

6. **Contract Period:** Contract will be for **36 (Thirty-six) months**, but initially order will be placed for one year, which may be extended for two further period of **01 (One) Year each** at the same ordered terms and condition, at the sole discretion of the management depending upon satisfactory performance and conduct. **The agency should be capable of taking the charge of Bandel Thermal Power Station (all properties and premises) within 15 days from the date of issuance of work order/LOA.**
7. **Pre-Bid discussion:** On **13.05.2013 at 03:30 pm** in presence of attending intending tenderer. The clarification(s)/decision against point/query as would be given by WBPDCCL during Pre-Bid shall form the integral part of this NIT & shall be binding on all the tenderers. The Agency who purchased Tender Documents but not attended the Pre Bid discussions shall have to comply to the decision of Pre bid discussions.
8. **Submission of Tenders:** Upto **02:00 pm of 20.05.2013** to be submitted in three parts i.e. 1) Earnest Money 2) Qualifying Requirement 3) Price-Bid in a separate sealed envelope, indicating specific part on the envelop.
9. **Opening of Tender:** Step-I i.e. Earnest money and Step - II i.e. Qualifying Requirement will be opened on **20.05.2013 at 03:30 pm** in presence of attending bidders. Price Bid (Step-III) of the qualified bidders in Step -I & Step-II will be opened on **27.05.2013 at 03:30 pm**, which may be deferred with intimation in the **Notice Board/ Official website of the Corporation ([www.wbpdcl.co.in](http://www.wbpdcl.co.in))**.
10. The wage rate for trained Civilian Security Personnel is to be quoted in line with the minimum wages applicable for employment in Security Services in the state of West Bengal as notified by the Joint Labour Commissioner (Stat.), Labour Department, GoWB along with other applicable statutory benefits as stood on **29.04.2013** and for XSM Security Personnel rate should be quoted as per the wage guidelines provided by the Directorate General Resettlement (Applicable for Area C as stood on **29.04.2013**) under the Ministry of Defense, Govt. of India, for engaging of XSM Security Personnel. However, in all cases the agency may quote their Service Charges as per their own discretion.
11. Acceptance of quotation will be based on the composite rate quoted by the bidders.
12. The Tender/Bid will remain effective for 6 (six) months from the date of opening of Price Bid.

**The Corporation reserves the right to accept/cancel any all tenders without assigning any reason whatsoever. The corporation does not bind itself to accept the rate quoted by the lowest bidder and reserves the right to accept or to reject any or all the tenders or to split the whole work for deployment of security personnel amongst two or more agency/ company as the case may be.**

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**NIT No.:** WBPDC/ Tend-Adv/CC/13-14/23/Corp Date: 29.04.2013  
**Ref No:** WBPDC/HR/Security/KTPS/2013 Date: 29.04.2013

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**JOB - II**

Sealed Tenders in prescribed format are invited by the **General Manager (HR), The West Bengal Power Development Corporation Limited**, from the resourceful, well experienced and financially sound Security Agencies/ Companies in three steps bid system, Step-I : Earnest Money Deposit , Step-II : Qualifying Requirement and Step-III: Price Bid, for the job of Deployment of Security Personnel [ XSM and Civilian Security Guards, certified as trained & age within 55 (Fifty-five) years during the validity period of contract] for guarding the properties/ premises and other security related jobs at Kolaghat Thermal Power Station (KTPS), P.O- Mecheda, Dist: Purba Medinipur, PIN-721 137, West Bengal. The requirements of **Kolaghat Thermal Power Station** in details are given below under description of requirement.

1. **Description of requirements :-**

<b>Deployment/Requirement Details of Security Personnel (XSM)</b>	<b>Required Nos.</b>
Security Supervisor (XSM)	05
Armed Guard (XSM)	06
Armed Guard (Civilian)	10
Unarmed Guard (XSM)	28
Unarmed Guard (Civilian)	42
Driver (XSM) (12 hrs. duty in each shift)	06
Tata Sumo/ Boloro/ Mahindra/ Max (manufacturing year not before 2008 & 10 Seated Capacity) inclusive of all but without driver.	03

The maximum permissible number of civilian guard to be deployed shall under no circumstances exceed more than 60% of the amount of total number guards deployed in the particular category.

The number of **required security personnel/vehicle** of different categories as mentioned above **may increase/decrease subsequently, if required to the extent of  $\pm 25\%$ .**

2. **Eligibility Criteria:**

- g) The Agency/Company must have experience in deployment of XSM Security Personnel, and is currently engaging 200 or more XSM Security Personnel in any establishment under Govt. Organization / Undertakings / Autonomous Body representative of industrial houses to be supported by work order/agreement and satisfactory performance certificate.
  - h) The agency must have experience in deployment of Security Personnel in Power Utility Sector and have to produce 02 (two) contracts where a minimum of 50 nos. Security Personnel is deployed in each contract, to be supported by the work order or agreement.
  - i) At least 3 (three) running contracts in a large Industrial/PSU/Education Campus of annual value not less than Rs. Fifty lakhs per annum.
  - j) The agency must be ISO-9001:2008 certified.
  - k) The agency must have running well structured training establishment in West Bengal currently providing training on security guarding as per established training curriculum and assessed and certified by accredited third party.
  - l) Current IT Registration Certificate, PT and Service tax Registration certificate to be produced with the tender document.
  - g) PF Establishment Code (PF code allotment letter by RO/SRO).
  - h) Sound financial condition supported by Audited Balance Sheet for the last 03 (Three) years showing Profit and Loss to be produced with the tender documents. (Last financial year being 2011- 2012)
  - i) Minimum last 5 (Five) years experience in deployment of Security Personnel independently.
  - j) The agency must have an annual turnover of Rs. 15 Crores in any financial year during the last three financial year ( last financial year being 2011- 2012).
  - k) The agency must have License under the Private Security Agency (Regulation) Act, 2005/ The West Bengal Private Security Agencies (Regulation) Rules, 2007, to work in the district of Purba Medinipur, West Bengal. **In case of non possession of license the agency should submit license in case of his selection within 3 months from the date of issuance of work order.**
3. **Earnest Money: Rs.50,000/- (Rupees Fifty Thousand only)** (interest free) to be deposited in a separate sealed envelope along with the offer.
4. **Sale of Tender Document:** Tender document will be issued on the basis of written application addressed to The General Manager (HR) from the Corporate Office from **29.04.2013 to 10.05.2013** on all working days, between **11.00 am to 03.00 pm**, except Saturdays & holidays. **Issuance of tender documents will not be construed to mean that such intending bidders are automatically considered qualified.** Request for tender paper by post will not be entertained. **The management reserves the right not to issue Tender document to any Agency, who might be working with WBPDCCL but having record of poor performance.**
5. **Cost of Tender Documents: Rs.6,000/- (Rupees Six thousand only)** [Non-refundable] by Cash only to be submitted while purchasing Tender documents.

6. **Contract Period:** Contract will be for **36 (Thirty-six) months**, but initially order will be placed for one year, which may be extended for two further period of **01 (One) Year each** at the same ordered terms and condition, at the sole discretion of the management depending upon satisfactory performance and conduct. **The agency should be capable of taking the charge of Kolaghat Thermal Power Station (all properties and premises) within 15 days from the date of issuance of work order/LOA.**
7. **Pre-Bid discussion:** On **14.05.2013 at 03:30 pm** in presence of attending intending tenderer. The clarification(s)/decision against point/query as would be given by WBPDCCL during Pre-Bid shall form the integral part of this NIT & shall be binding on all the tenderers. The Agency who purchased Tender Documents but not attended the Pre Bid discussions shall have to comply to the decision of Pre bid discussions.
8. **Submission of Tenders:** Upto **02:00 pm of 21.05.2013** to be submitted in three parts i.e. 1) Earnest Money 2) Qualifying Requirement 3) Price-Bid in a separate sealed envelope, indicating specific part on the envelop.
9. **Opening of Tender:** Step-I i.e. Earnest money and Step - II i.e. Qualifying Requirement will be opened on **21.05.2013 at 03:30 pm** in presence of attending bidders. Price Bid (Step-III) of the qualified bidders in Step -I & Step-II will be opened on **28.05.2013 at 03:30 pm**, which may be deferred with intimation in the **Notice Board/ Official website of the Corporation ([www.wbpdcl.co.in](http://www.wbpdcl.co.in))**.
10. The wage rate for trained Civilian Security Personnel is to be quoted in line with the minimum wages applicable for employment in Security Services in the state of West Bengal as notified by the Joint Labour Commissioner (Stat.), Labour Department, GoWB along with other applicable statutory benefits as stood on **29.04.2013** and for XSM Security Personnel rate should be quoted as per the wage guidelines provided by the Directorate General Resettlement (Applicable for Area C as stood on **29.04.2013**) under the Ministry of Defense, Govt. of India, for engaging of XSM Security Personnel. However, in all cases the agency may quote their Service Charges as per their own discretion.
11. Acceptance of quotation will be based on the composite rate quoted by the bidders.
12. The Tender/Bid will remain effective for 6 (six) months from the date of opening of Price Bid.

**The Corporation reserves the right to accept/cancel any all tenders without assigning any reason whatsoever. The corporation does not bind itself to accept the rate quoted by the lowest bidder and reserves the right to accept or to reject any or all the tenders or to split the whole work for deployment of security personnel amongst two or more agency/ company as the case may be.**

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