

The West Bengal Power Development Corporation Limited
(A Govt. of West Bengal Enterprise)
Bidyut Unnayan Bhaban
3/C, LA- Block, Sector-III, Salt Lake, Kolkata-700 098.

Tender Notice No: WBDCL/Tend-Adv/CC/13-14/88/Corp Dtd: 22.08.2013

Ref No: WBDCL/Security Tender/Corporate/HR/2013-14 Dtd: 22.08.2013

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 , Step-II : Qualifying requirement and Step-III: Price Bid, for the job of Deployment of Security Personnel for guarding the properties/premises and other security related jobs at the Corporate Office of WBDCL, Bidyut Unnayan Bhaban, Plot 3/C, LA- Block, Sector –III, Saltlake City, Kolkata- 700 098. The requirements of Nos. of guards at the Corporate Office (Bidyut Unnayan Bhaban) are given below under description of requirement.

1. Description of requirements :-

| Deployment/ Requirement Details of Security Personnel (CORPORATE OFFICE) | Nos. |
|---|-------------|
| Security Supervisor | 04 |
| Security Guard | 28 |

The number of **required security personnel** of categories as mentioned above against requirement at the **Corporate office at Bidyut Unayan Bhaban, 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 Security Personnel, **in a single contract or more than One contract, engaging at least 200 Security Personnel in any Industrial sector and or at any industry at least in one year or in two spans totaling to 12 months during last 3 (three) years** under Government Organizations / Undertakings / any industry of repute/ Autonomous Body representative of Industrial Houses, to be supported by the Performance Certificate / Work order of end User.

b) Current IT Registration Certificate, PT and Service Tax Registration Certificate to be produce with the tender document.

c) PF Establishment Code. (PF allotment letter by RO/SRO).

d) 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 2013-14).

- e) **Minimum last 7 (Seven) years experience in deployment of Security Personnel independently.**
- f) The agency must have an annual turnover of Rs.10 corers and above in last financial year.
- h) Having License under the Private Security Agency (Regulation) Act, 2005/The West Bengal Private Security Agencies (Regulation) Rules, 2007 to work in Kolkata.
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) at the above address from **22.08.2013 to 30.08.2013** on all working days, between 11.00 hrs to 15.00 hrs, except Saturdays & holidays. **Issuance of tender documents will not 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 Document:** Rs.6000/- (Six Thousand Only) [Non-refundable] as mentioned above by Cash only.
6. **Contract Period:** Contract will be for **18 (Eighteen) months**. However order will be placed initially for 12 months which may be extended for a further period of 06 (Six) months at the same ordered terms and condition, at the sole discretion of the management depending upon satisfactory performance and conduct.
7. **Pre-Bid discussion:** On **02.09.2013 at 15.00 hrs** in presence of attending tenderer. The clarification(s)/decision against point/query as would be given by WBPDCCL during Pre-Bid shall form 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 **14.00 hrs of 06.09.2013** 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 **06.09.2013 at 15.00 hrs** in presence of attending bidders. Price Bid (Step –III) of the qualified bidders in Step-I & Step-II will be opened on **13.09.2013 at 15.00 hrs**.
10. 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 or 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 entrusting the same to more than one agency/company, as the case may be.
