



**THE WEST BENGAL POWER DEVELOPMENT CORPORATION
LIMITED**

(A Govt. of West Bengal Enterprise)

Office of the General Manager

Sagardighi Thermal Power Project

P.O.: Monigram, Dist: Murshidabad-742237

NIT No.: WBPDC/Adv-CC/13-14/127/SgTPP

Date: 29.10.2013

Ref. No. :- SgTPP/SMC/OPH/TENDER/089

DATED:- 23/10/2013

Sealed Tenders in prescribed forms are invited from bonafide, resourceful Contractors interested for the work **“Annual civil maintenance works (Building, Sanitary and Plumbing)at different residential buildings at SgTPP Township, water pipeline maintenance [from DM plant valve point to SgTPP Township area], Intake Pump House, minor civil construction works, as and where required at SgTPP Township.”** in three Step Bid system:

Step-I: requisite amount of Earnest Money Deposit,

Step-II: submission of documents against the qualifying requirements given below and Techno Commercial Bid,

Step-III: PRICE BID which indicates the rate quoted by the agency.

Qualifying Requirements of the contractors:

(i) Possession of valid VAT, IT, Professional Tax clearance certificate and Provident Fund A/c No., Service Tax Registration No., (ii) must have sufficient credentials for experience of executing similar nature of jobs having value not less than **Rs. 10.00 (Ten) lakh** done at least once in a single contract during the last five (05) years directly under Govt. Organization / Undertaking/ Autonomous bodies, (iii) must have also documents holding possession of Labour License and Insurance as per Workmen's Compensation Act for such job., (iv) Audited Balance Sheet and Profit & Loss account for last three years. The completion time for this job is **ONE YEAR** from the date of site hand over to the agency.

Tender No.	Job Description	Estimated Value	Earnest Money Deposit	Cost Of Tender Paper	Important dates related with different steps of tender
SgTPP/SMC/OPH/TENDER/089 Date:23/10/2013	“<u>Annual civil maintenance works (Building, Sanitary and Plumbing)at different residential buildings at SgTPP Township, water pipeline maintenance [from DM plant valve point to SgTPP Township area], Intake Pump House, and minor civil construction works, as and where required at SgTPP Township.</u>”	Rs.29,00,000.00 (Rupees twenty ninelakh)	Rs.29,000.00 (Twenty nine thousand only)	Rs. 500/- [Five hundred] (Non-refundable)	Last Date for receipt of application: 08/11/2013.
					Date of sale of Tender Paper: 12/11/2013 to 18/11/2013 Up to: 12:00 Noon
					Date of pre bid discussion: 19/11/2013 at 3.30 PM.
					submission of Tender: within 22/11/2013 up to 3:00 pm
					Opening of Tender : 22/11/2013 At 3:30 pm (Part-I &II).

Tender Paper can be obtained (on the basis of written application) from the Sr. Manager (Civil-OPH), SgTPP on any working day (except Payday/Holidays) between 09-30 A.M. to 12.00 noon on or before the date mentioned above, after depositing the cost of Tender Paper in cash at our CASH Section. Postal correspondence in this regard will not be entertained at all. The minutes of the pre bid discussion [to be held as above] will be considered as a part of tender specification.

The Step-II part of the bids of the agencies having deposited the requisite amount of Earnest Money in Step-I bid will be opened subsequently. Step -III i.e the price part of the Bids of the eligible tenderers will be opened after fulfillment of the qualifying requirements and the Techno-Commercial part in Step -II. The date of opening the Price part [Step-III] will be intimated to the successful bidders from the department in due course. All tenders including their various parts will be opened in presence of tenderers. The Earnest Money (interest free) should be deposited along with the tender offer in the form of Bank Draft/Pay order payable only on SBI SAGARDIGHI (Code No- 11377) in favour of "The West Bengal Power Development Corporation Ltd" in separate sealed envelope. No tender will be entertained without Earnest Money.

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 04 (four) months from the date of opening of Price-Bid of Tender.

Sd/-
(S.K Bandyapadhyaya)
GENERAL MANAGER
SgTPP/WBPDCCL

MEMO NO: SgTPP/SMC/OPH/TENDER/089/

Dated:

Copy forwarded for information to:-

1. The Dy. General Manager (Civil/F&A), SgTPP/WBPDCCL.
2. The Sr. Manager (Civil-OPH/F&A), SgTPP/WBPDCCL—Requested to please depute his representative at the time of opening of Tender.
3. The Assistant Manager (Civil-OPH) (Sri D.K. Bhar), SgTPP/WBPDCCL.
4. Office copy.
5. Notice Board Copy.

GENERAL MANAGER
SgTPP/WBPDCCL

Name of the work: . “Annual civil maintenance works (Building, Sanitary and Plumbing)at different residential buildings at SgTPP Township, water pipeline maintenance [from DM plant valve point to SgTPP Township area], Intake Pump House, minor civil construction works, as and where required at SgTPP Township.”

Completion time: - One (1) year

INFORMATION TO BIDDERS

This is a three (03) Step bidding system containing (i) Earnest Money- **Step -I**, (ii) Qualifying Requirement and Techno-Commercial Qualification Bid- **Step -II** and (iii) Price Bid-**Step-III**. The tenders will be received and evaluated by WBPDC/Adv from technical qualification and financial point of view so as to make a selection in the best interest of WBPDC/Adv for the complete work covered under the tender document.

Tender documents consist of the following:

1.	<p>(STEP -I):- EARNEST MONEY : The Earnest Money of Rs. 29, 000.00/(Twenty nine thousand only) is to be deposited along with the tender offer in the form of BANK DRAFT/PAY ORDER payable on SBI SAGARDIGHI (Code No- 11377), in favour of "THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED" in a separate sealed envelope mentioning Earnest Money, tender no. & date of opening of the Tender. No tender will be entertained without Earnest Money. No interest will be payable by the WBPDC/Adv on the above Earnest Money. Earnest Money of unsuccessful tenderers shall be refunded to them within three months from the date of issue of work order to the successful bidder/s. WBPDC/Adv reserves the right of forfeiture of Earnest Money deposit in case the tenderer after opening of tender, withdraws, amends, impairs, derogates, or revokes his tender within the validity period or extension thereof.</p>
2.	<p>(STEP-II): QUALIFYING REQUIREMENTS: Documents in support of qualifying requirement of tenderers as stipulated in the Notice Inviting Tender and further classified as below .The agencies</p>
i)	<p>must possess valid IT, VAT, Professional Tax clearance certificate and Provident Fund A/C No. Service Tax registration No. & other statutory coverage,</p>
ii)	<p>must have sufficient credentials regarding experience of execution of similar nature of jobs done having value not less than Rs. 10.0 (Ten) lakh at least once in a single contract during the last three (03) years directly under the Central or State Govt. Organization / Undertaking/autonomous bodies incorporated under the Indian Companies' Act.</p>
iii)	<p>Must have Audited Balance Sheet and Profit & Loss account for last three years.</p>
3.	<p>Addenda to tender documents if issued prior to the opening of the Tender to clarify documents or reflect modification in the design of the contract terms, all such addenda issued shall also form a part of the Tender Documents.</p>

4.	Minutes of the meeting of the Pre-Bid Discussion to be held on: 19/11/2013 at 3-30 P.M will be taken as a part to form the Tender Documents.
5.	TECHNO – COMMERCIAL: - Acceptance of the Techno-Commercial Terms and conditions as mentioned in the Tender Document.
6.	(STEP-III) :PRICE –BID: - RATE SHOULD BE QUOTED AS PER ENCLOSED PRICE BID.
7.	<u>Mode of submission of tender :</u>
i)	All separately sealed envelopes / covers in duplicate containing necessary documents shall have to be suitably superscribed as 'EMD- Step-I' / 'Qualifying Requirements, Techno-Commercial, - Step-II' original / duplicate as the case may be and shall bear reference to the name of the work and Notice Inviting Tender (NIT).Price Bid i.e Step-III will be opened later by intimating to successful parties.
ii)	All the above three (03) nos. sealed envelopes (as mentioned in sl. no.7 [i]) should be kept in a common sealed envelope must be super scribed with reference to the name of the work, Notice Inviting Tender (NIT), Date of opening of the tender and Name of the Tenderer should be dropped in the Tender Box of Civil-OPH department kept at the third floor of GM Building, SgTTPP.
iii)	Tenders which propose any alteration in the scope of work or in the time allowed for carrying out the work or which contain any deviation whether technical or commercial will be liable for rejection. Conditional tender are also liable to be rejected.
iv)	The tender shall be submitted in person in the manner as mentioned above (sl.no.7 [ii]). Tenders submitted by post or Telegraph etc. shall not be entertained. The tenders received after the due date and time of opening is liable to be rejected.
v)	All the cost and expenses incidental to the submission of the tender, cost of Technical Survey, discussions, conferences if any, shall be to the account of the tenderer irrespective of whether the tender is accepted or not and the owner shall bear no liability whatsoever on such cost and expenses.
vi)	The tender submitted by a tenderer shall become the property of WBPDC and WBPDC shall have no obligation to return the same to the tenderer.
8.	<u>Opening of tender :</u>
i)	The tenders shall be opened in presence of the representatives of the tenderers at the time and date set for opening of tender as specified hereunder or in case any extension has been given thereto on the extended tender opening date and time notified to all the tenderers who have purchased the tender documents. Tenderer's authorized representatives (One person of each tenderer) may attend the opening.
ii)	The due date and time of opening of Tender (i.e., STEP – I & II) is on: 22.11.2012 at 3-30 p.m. After opening the main cover, the envelope containing EMD shall be opened first and if EMD is submitted as per norms the Qualifying Requirements i.e. Techno-commercial part will be opened(STEP-II). Price bid (STEP – III) offer in original shall be opened if EMD of requisite amount(STEP-I) and qualifying requirement(STEP-II) in proper mode have been submitted by the tenderer later.
9.	<u>Evaluation of Tender :</u>
i)	Issuance of tender documents will not be construed to mean that such tenderers are automatically considered qualified for the entire tender process.
ii)	The owner reserves the right to itself to accept any tender or reject any or all tenders or cancel / withdraw the invitation for tender without assigning any reason for such decision. Such decision by the owner shall not be subject to question by any

	tenderer and the owner shall bear no liability consequent upon such decision and the tenderer shall have no claim in this regard against WBPDCL.
iii)	Evaluation by WBPDCL shall be based on the information and documentary evidence submitted by the tenderer in response to the tender documents. The requirements as stipulated in the tender documents are the minimum and WBPDCL has the right to request for additional information and also reserves its right to reject any tender, if in the opinion of WBPDCL the qualification data / documentary evidence submitted by the tenderer is incomplete or tenderer is found not qualified to satisfactorily perform the work. WBPDCL reserve the right to reject any tender if the tenderer is found to be qualified by giving incorrect and/ or false information.
iv)	WBPDCL does not bind itself to accept the lowest tender and also reserves the right to split the work amongst more than one tenderer.
v)	Notwithstanding anything stated above or elsewhere, WBPDCL reserves the right to assess the capability and capacity of the tenderer, should the circumstances warrant such assessment in the overall interest of the WBPDCL.
10.	<u>VALIDITY OF TENDER:</u>
	The tender submitted shall be deemed to constitute an agreement between the tenderer and WBPDCL whereby such tender shall remain open for acceptance by WBPDCL for a period of 4 (four) months from the date of opening the tender, during which period the tenderer shall not withdraw his tender or amend, impair or derogate their forms.
11.	<u>Cancellation / Rejection of Tender:</u> Any tender not accompanying the legible requisite papers/ documents as stipulated in the tender documents duly authenticated by the Bidder/ Authorized Signatory shall summarily be rejected.
12	The contract period of one year may be extended for a further period of three months as per terms and conditions of tender documents as stated at pre -page as per the contractor's quoted rate in the original.