



The West Bengal Power Development Corporation Limited

(A Govt. of West Bengal Enterprise)

Santaldih Thermal Power Station
STPS Administrative Building, Santaldih, Purulia-723146

NIT No.: WBDCL/Tend-Adv/CC/14-15/124/STPS

Date: 07.11.2014

Ref No: STPS/GM/DGM(HR&A)/882

Date: 01.11.2014

Tender in three step bid system are invited from reputed and resourceful agencies engaged in labour outsourcing jobs/labour supply contracts in West Bengal for awarding the job of "Deployment of 70 (seventy) nos. contractor workers and one supervisor for providing services to various departments at STPS."

Name of the Job : "Deployment of 70 (Seventy) nos. contractor workers, and 01 (One) no Supervisor for providing services to various departments at STPS".

Scope of Job :

- (A) Seventy (70) number contractor workers are to be deployed in various departments at STPS as per pattern of deployment detailed in Annexure-"A" (enclosed). The workers are to be utilized for providing various services to the department as per the requirement of respective HODs' under whom they are placed. The workers shall have to carry out various miscellaneous tasks in the role of gunner shunter, errand boys etc. as per discretion of the various departmental HODs' under whom they are placed.
- (B) The supervisor shall have to co-ordinate with the utilizer departments regarding proper deployment of the workers, prepare duty roaster in consultation with the departmental HODs' and maintain all records and registers as per relevant provisions of the labour laws applicable.
- (C) The successful bidder shall have to abide by all statutory obligations in respect of these 70 (seventy) contractor worker and one supervisor deployed under the various labour statutes applicable.

Period of Contract : Initially the contract shall be awarded for 24 months, which may be extended at the same rate terms and condition for another 12 months based on satisfactory performance of the agency and/or on management discretion.

Issuance of tender : Tender paper may be obtained on written application to the GM-STPS, WBDCL, STPS Administrative Building, Santaldih, Purulia-723146 on all working days between 11:00 am to 2:00 pm from **24.11.2014 to 03.12.2014**. No tender application received through post will be entertained.

Receipt of tender : Tender paper in sealed cover duly Super-scribing on the envelope the Name of the agency, name of the job and the tender reference number and containing the three bids each in

separate envelopes duly super-scribed Step I: Earnest Money Deposit, Step II : Qualifying Requirement & Step III: Price Bid which may be submitted in the tender box kept at ground floor of the STPS Administrative Building, Santaldih, Purulia-723146 on all working days up to **08.12.2014, 2:00 pm**. No tender submission received through post and after due date and time will be entertained.

Three Step Bid system : The tender shall contain three parts : (a) Step-I: Earnest Money Deposit : **Rs. 4,00,000/- (Rupees Four Lakhs only)** to be submitted in form of Demand Draft/Pay Order in favour of "The WBPDCCL" payable at Santaldih in a separate sealed envelope, (b) Step II –Qualifying Requirement wherein the prospective bidder has to submit self attested copies of Trade Licence (up to date), Service Tax Registration Certificate, PAN Card, PF Code Allotment letter by RO/SRO, Last IT return and copies of work order/agreement etc. , credentials certifying that the agency has experience in the deployment of at-least 50 nos. contractor workers as per discretion of Project Authority in any job in any large Industrial House/Projects/Factories(experience as labour supply contractor only shall be considered and not any engagement as Job Contractor), also the tender document issued has to be submitted after due endorsement by the agency as notional acceptance of terms and condition of tender along with a declaration in enclosed format "X"; (c) Step III – Price Bid in prescribed format (Y) shall contain the Percentage (%) overhead on wages[Basic+DA], HRA & Bonus (no alternative/conditional offer will be entertained) at which the agency is willing to undertake the job for the above mentioned contract period. Both Step-I, II & III bids shall each be submitted in separate envelope marked as "Step-I : Earnest Money Deposit", "Step-II : Qualifying Requirement" & "Step-III : Price Bid respectively". The Price quoted shall remain valid for one year from the date of opening of price bid. Step-II : Qualifying Requirement will be opened only if the prospective bidder has furnished the requisite amount of EMD and qualifies in Step-I bid and the Price Bid i.e. Step-III shall be opened only if the prospective bidder has qualified in Step-II : Qualifying Requirement .

Cost of Tender Documents: **Rs.2000/- (Rupees two thousand only)** [Non-refundable] by Cash only to be submitted while purchasing Tender documents.

Pre-Bid discussion: On **05.12.2014 at 15.00 hrs.** 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.

Opening of tender : Step-I & Step-II bid of the Tender paper received within the due date and time will be opened on **08.12.2014** at 2:30 pm in presence of the participating bidders. Step-III bid i.e. Price bid of prospective bidders qualifying in Step-I & II bid will be opened on **15.12.2014**.

Security Deposit : Would be **Rs.11,00,000/- (Rupees Eleven lakhs only)** or 5% of the order value for one year whichever is more. However, in case of successful Bidder **Rs.4,00,000/- (Rupees Four Lakhs only)** as Earnest Money, would be converted/ adjusted as Security Deposit & another the balance amount of security deposit is also to be deposited in favour of WBPDCCL, in the form of Demand Draft/ Pay order/ Performance Bank Guarantee (valid for a period of 24 months and may be revalidated on extension of contract upto a period of not less than six months after expiry of final extension of contract) only payable in favour of "**The West Bengal Power Development Corporation Limited**" to cover the statutory liabilities of the Agency & also to recover the damages caused to WBPDCCL/penalty to be imposed by WBPDCCL as per relevant clause of the tender documents. However, no interest to be paid

against this security money in any form. This additional amount of Security Deposit to be deposited within 15 (fifteen) days from the date of issuance of work order/ LOA by the successful bidder only.

Termination of Contract:

In the event of breach of any of the covenants and stipulations contained in the agreement/ terms and conditions of the tender documents as well as Work Order and failure of the Agency to remedy such breach within the stipulated time as will be directed by the Corporations, the contract will be terminated by giving **45 days (Forty five) notice**.

Any goods of the Corporation in custody or Power of the Agency at the time of termination of contract or expiry of the contract by efflux of time or by notice or otherwise shall be restored / return by the Agency to the Corporation.

The WBPDCCL at its discretion may terminate any or all order with **45 (Forty five) days** notice without assigning any reason whatsoever.

Evaluation of Tender : The WBPDCCL reserve the right to accept any tender or reject any or all tenders or split the tender or cancel/ withdraw the invitation of tender, without assigning any reason for such decision. Such decision by the WBPDCCL shall not be subject to question by any tenders and the WBPDCCL shall bear no liability consequent upon such decision.

Contact Person : Tathagata Ray, Phone Nos. (03251)-260-221
