



**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/14-15/195/SgTPP**

**Date: 04.02.2015**

Tender Notice No: SG/C-IPH /TENDER/2015/04  
Ref. No.: (i) SG / C-IPH / 88.01 /

Dated: 21/01/15  
Dated:

Sealed tenders in prescribed form are invited for the following works within Sagardighi Thermal Power Project, from the resourceful and experienced agencies in three step bid system : **Step-I** - Deposition of requisite amount of Earnest Money, **Step-II** - Submission of documents as per following Qualification Requirements:-(i) Valid Service Tax, Professional Tax Clearance Certificates, IT return, VAT registration and valid Provident Fund A/c No., (ii) At least once within a period of last three years (a) Have credential to execute similar work in a single contract valuing minimum of Rs. 19 lakhs directly under a Government, quasi government organization, Govt. undertakings (b) have turn over not less than Rs. 55 lakh in a year, (iii) Audited balance sheet for last three years. iv) Statement of Resource (Fund, skilled manpower, machineries) to be mobilized. (Techno-Commercial Bid) and **Step-III** - Price Bid

Tender No.	Job Description	Completion time	Estimated Value	Earnest Money Deposit	Cost Of Tender Paper.	Last date of sale of Tender Paper/ Due date & time for submission of Tender Offer and Opening of Tender(Step-I&II)
SG/C-IPH/TENDER /2015/04 Date: 21/01/15	Annual housekeeping work at different buildings of plant area, SgTPP	One (01) year	Rs. 54,70,490.00/- (Fifty four lakh seventy thousand four hundred ninety only)	Rs. 55,000.00 [Rupees fifty five thousand] (Interest free)	Rs. 500.00 [Rupees one hundred only] (Non refundable)	Last Date of submission of application with required documents: <b>16.02.2015</b> Date of sale of Tender Paper: <b>On 17.02.15 to 20.02.15 Upto:12:00 Noon</b> Date of pre bid discussion: <b>On 23.02.15 at 3-30 pm.</b> Due date & time for submission of Tender Offer (3 parts in Sealed condition): <b>On 25.02.15 Upto 3:00 pm</b> and Opening of Part 1; EMD and Part 2 ; Techno Commercial part on <b>25.02.15 at 3:30 pm.</b>

Tender Paper can be obtained on the basis of written application in duplicate from the Sr. Manager (Civil) - IPH, SgTPP on any working day (except Holidays/ Saturday) between 09-30 am to 12.00 am. within the dates mentioned above, after depositing cost of Tender Paper at our CASH Section in cash only. Postal correspondence in this regard will not be entertained at all.

Part 1 and Part 2 of Sealed tenders of the parties will be opened on **25/02/2015** at 3.30 pm in this office in presence of attending tenderers. In case, due to unforeseen reason the last date of submission and date of opening becomes a holiday or in case of any unavoidable circumstances what so ever, in that event the same will be received and opened on the next working day at the same time and venue. Tenderers must deposit earnest money by demand draft/ pay order drawn in favour of "The West Bengal Power Development Corporation Limited" payable at SBI, Sagardighi (11377) on any nationalized Bank in a separate sealed envelope super scribing "Earnest Money", Tender Notice No., Name of the Work and due date of opening. The envelope containing earnest money (STEP 1/Part 1) will be opened first. No interest shall be paid against this earnest money. Tenders not accompanied by earnest money are liable for rejection. Tenders received late, incomplete and conditional shall be rejected out rightly. Decision of the department in this respect is final. **Techno commercial bid (STEP 2/ Part2)** will be opened subsequently on the same date, of only those parties who have deposited Earnest Money in the requisite form and amount of in Step-I of the bid. Techno Commercial evaluation of the bidders will be done by the department based on the documents submitted by the agency towards fulfillment of QR as stipulated above. **Price Part (STEP 3/ Part 3)** of the only those bidders who are found eligible after techno commercial evaluation in Step 2, will be opened at a later date. The date of opening of part 3 will be intimated to the eligible bidders accordingly. The tender shall remain valid for four (04) months from the date of opening of tender. The WBPDC is not bound to accept the lowest tender and reserves the right to reject any or all tenders without assigning any reason whatsoever or to split the whole work to more than one party. The tenders are requested to inspect the site and satisfy themselves about the working conditions before submitting tenders. All other details are available in the tender document.

**(S K Bandyopadhyay)**  
**GENERAL MANAGER**  
**SgTPP / WBPDC**

TENDER NO. SG / C-IPH/ TENDER / 2015 / 04

**Name of the work: Housekeeping work at different buildings at Plant area, SgTPP.**

**NIT No.: SG / C-IPH / TENDER / 2015 / 04**

**Date: 21/01/2015**

**Completion time – One (01) year.**

**INFORMATION TO BIDDERS**

This is a three Steps bidding system containing (i) Earnest Money: Step -I, (ii) Work experience and Techno-Commercial Qualification: Step - II (iii) Price Bid: Step –III and the same will be received and evaluated by WBPDCCL from technical qualification and financial point of view so as to make a selection in the best interest of WBPDCCL for the complete work covered under the tender document.

Tender document consist of the following:

1.	<b>(STEP -I):- EARNEST MONEY :</b> The Earnest Money of <b>Rs. 55, 000.00 only</b> is to be deposited along with the tender offer in the form of BANK DRAFT on SBI SAGARDIGHI (Code No- 11377), in favour of “ <b>THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED</b> ” in a separate sealed envelope mentioning Earnest Money for tender no. & date of opening. No tender will be entertained without Earnest Money. No interest will be payable by the WBPDCCL 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. WBPDCCL 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.
2.	<b>( STEP-II ): QUALIFYING REQUIREMENTS:</b> Documents in support of qualifying requirement of tenderers as stipulated in the Notice Inviting Tender and further classified as below :-
i)	Must Possess IT & Prof. Tax. Clearance certificate, <b>valid VAT, Professional Tax clearance certificate and Provident Fund A/C No.</b> & other statutory coverage.
ii)	Must have credentials regarding experience of execution of similar nature of jobs done at least once during the last three (03) years of min. job value <b>Rs. 19 lakh</b> , directly under the owner i.e. Govt. Organization /Undertaking Autonomous bodies, incorporated under the Indian Companies’ Act. All pages of credential must be endorsed by a chartered engineer/ chartered engineering firm.
iii)	<b>Audited Balance Sheet and Profit &amp; Loss account</b> for last three years to satisfy turn over from Chartered Accountant of the intending party is not less than Rs. <b>55 lakh</b> .
3.	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.
4.	Minutes of the meeting of the <b>Pre-Bid Discussion</b> to be held on <b>23/02/15 at 3-30 p.m.</b> Jointly along with the tenderers and the WBPDCCL shall be taken as part to form the Tender Documents.
5.	<b>STEP – II, TECHNO – COMMERCIAL:</b> - Execution plan, Statement of resources to be mobilized, Acceptance of the Techno-Commercial Terms and conditions as mentioned in the Tender Document.
6.	<b>STEP-III , PRICE –BID:</b> - RATE SHOULD BE QUOTED AS PER ENCLOSED PRICE BID
7.	<b><u>Mode of submission of tender :</u></b>
i)	All separately sealed envelopes / covers in duplicate containing necessary documents shall have to be suitably superscribed as ‘EMD- Step-I’ / Work Experience & Techno-Commercial Offer Step-II), Price-Bid - Step-III’ original / duplicate as the case may be and shall bear reference to the name of the work and Notice Inviting Tender ( NIT ).
ii)	All the above three (03) nos. sealed envelope (as mentioned in sl. no.7 i) should be kept in a common

	sealed envelope must be superscribed 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 submitted to Sr. Mgr. (Civil-IPH) in the Office of the General Manager at the 2 <sup>nd</sup> floor, Adm Building, SGTPP.
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.7ii). <b>Tenders submitted by post or Telegraphic etc. shall not be entertained.</b> 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 WBPDCCL and WBPDCCL shall have no obligation to return the same to the tenderer.
8.	<b><u>Opening of tender :</u></b>
i)	The tenders shall be opened in the presence of representatives of the tenderers the time and date set for opening of tender as specified hereunder or in case any extension has been given there to on the extended tender opening date and time notified to all the tenderers who have purchased the tender documents. Tenderer's authorized representatives (upto two persons) may attend the opening.
ii)	The due date and time of opening of Tender (i.e., STEP – I & II) is <b>25/02/2015 at 3-30 p.m.</b> After opening the main cover, the envelope containing EMD (STEP-1) shall be opened first and Qualifying Requirements, Techno-commercial and Price bid (STEP – II) offer original and duplicate shall be opened if EMD of requisite amount and in proper mode have been submitted by the tenderer.
9.	<b><u>Evaluation of Tender :</u></b>
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 WBPDCCL.
iii)	Evaluation by WBPDCCL 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 WBPDCCL has the right to request for additional information and also reserves its right to reject any tender , if in the opinion of WBPDCCL the qualification data / documentary evidence submitted by the tenderer is incomplete or tenderer is found not qualified to satisfactorily perform the work. WBPDCCL reserve the right to reject any tender if the tenderer is found to be qualified by giving incorrect and/ or false informations.
iv)	WBPDCCL does not bind itself to accept the lowest tender and also reserves the right to split the work amongst more than one tenderer.
v)	Not withstanding anything stated above or elsewhere, WBPDCCL reserves the right to assess the capability and capacity of the tenderer, should the circumstances warrant such assessment in the overall interest of the WBPDCCL.
10.	<b><u>VALIDITY OF TENDER:</u></b>
	The tender submitted shall be deemed to constitute an agreement between the tenderer and WBPDCCL whereby such tender shall remain open for acceptance by WBPDCCL for a period of 04 (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 form.
11.	<b><u>Cancellation / Rejection of Tender:</u></b> 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.