



The West Bengal Power Development Corporation Limited

(A Government of West Bengal Enterprise)

CIN No. U40104WB1985SGC039154

Registered & Corporate Office: Bidyut Unnanyan Bhaban

Plot No. : 3/C, L.A. Block, Salt Lake City, Sector – III, Kolkata : 700 098.

Phone : 033-2339 3621, Fax : 033 – 2339 3607 (M&C)

Email. pchatterjee@wbpdcl.co.in

NIT No.: WBPDC/ Tend-Adv/CC/15-16/145/Corp. Date:01.09.2015

Notice Inviting Tender (NIT)

Sealed tenders in prescribed form are invited from the bona fide, interested, resourceful and experienced agencies for the job of Comprehensive Maintenance Contract (CMC) for Photocopiers in WBPDC & Power Dept., GOVT., WB under The West Bengal Power Development Corporation Limited (The WBPDC) on the basis of four steps/parts tender system as follows:

Step- I : Earnest Money Deposit: Rs. 5,000/- in the form of Demand Draft in favour of “THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED” drawn on / issued by any Nationalized / Scheduled Bank, Kolkata. The requisite amount of earnest money shall be deposited along with tender papers in a separate sealed envelope or suitable certificates bearing exemption of EMD should be submitted.

Step- II : Qualifying Requirement:- Submission of documents as per the following requirement :

- (i) PAN, VAT Registration number, Professional Tax, Service Tax registration number, Current Income Tax Return, Provident Fund (P.F.) Registration Certificate as applicable.
- (ii) Bidder must submit credential of similar nature of job done in Central or State PSU in last 3 years. Similar nature of job means providing AMC for 5 or more Multiple OEM Copier machines in a single order or AMCs of multiple OEMs in 10 separate orders.
- (iii) The company must be into this business for the last 5 years. Documentary evidence in this regard needs to be produced.
The Bidder shall have proper office providing support and services in Kolkata, West Bengal. Documentary evidence must be produced along with the bid.
- (iv) Audited balance sheet for three financial years (2011-12, 2012-13, 2013-14) to satisfy the following criteria:
 - (a) Average annual turnover in during the last three financial years (viz. year 2011-12, 2012-13, 2013-14) – shall be at least Rupees 60,000/- (sixty thousand) only.
 - (b) Average net worth in the above three financial years should be positive.

Step- III : Techno Commercial Terms and condition: All the pages of the tender document including all the documents (except particularly mentioned document) to be submitted by the bidder shall be duly signed / authenticated and stamped in acceptance.

Step-IV : Price Bid : Rates shall be submitted as per format provided in the Annexure-3.

Last date of query submission: Any query related to this tender should be submitted within 18.09.2015 to GM (M&C), Corporate Office, WBPDC.

Pre-Bid discussion: Pre-bid discussion in connection with the tender will be held on 24.09.2015 at 14.30 hrs.



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Job Description: Comprehensive Maintenance Contract (CMC) for Photocopiers in WBPDC & Power Dept., GOVT., WB

Period of Contract : The contract will be made initially for 12 (twelve) months from the date of issuance of order/LOA.

Cost of Tender Paper: Rs.500.00 (Rupees five hundred) in cash only (Non refundable).

Sale of Tender Paper: On and from 07.09.2015 to 11.09.2015 on all working days (except Saturday / Sunday / Holiday).

Last date of submission of tender papers: Upto 14-00 hrs. on 06.10.2015 and Tender papers will be opened at 14.30 hrs. on the same date in presence of the participating bidders.

The Step-II bid of the sealed tenders of the parties who have deposited the requisite amount of Earnest Money in Step-I bid, will be opened on the date mentioned above. After finalization of the Step-II bid i.e. fulfillment of the qualification requirement, Step-III i.e. Techno commercial Terms and Condition and Step-IV i.e. Price Bid of the eligible bidders will be opened subsequently on a separate date with intimation to only successful bidders. All tenders including its various steps shall be opened in presence of attending bidders.

Tender document can be obtained on written request to the M&C Dept. Corporate Office, WBPDC, Kolkata - 700098, on the dates as mentioned above after depositing the cost of tender documents at Corporate cash office.

The Corporation reserves the right to accept / cancel any or all the tenders or to split the work without assigning any reason whatsoever. The WBPDC does not bind itself to accept the lowest tender and qualification of bidder will be adjudged as per sole discretion of WBPDC authority. The validity of tender will remain effective for 6 (Six) months from the date of opening of Price Bid of tender. All other details will be available in the tender document.

Sd/-

(P.K.Chatterjee)

GM (M&C)

CORPORATE, WBPDC



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NIT No.: WBPDC/Tend-Adv/CC/15-16/145/Corp.

Date:01.09.2015

Sealed Tender are invited. by the General Manager (M&C) WBPDC from eligible Agencies/companies in **04 (four) part bid system** for the above said subject

Name of the work:- Comprehensive Maintenance Contract (CMC) for Photocopiers with Supply of Consumables in WBPDC & Power Dept., GOVT., WB under The West Bengal Power Development Corporation Limited (The WBPDC)

- **Cost of Tender Paper:** Rs 500.00 (Rupees Five hundred only) in cash. Non-refundable.
- **Sale of Tender Paper:** On and from 07.09.2015 to 11.09.2015 from 11:00 to 16-00 hrs on all working days (except Saturday / Sunday / GoWB Holidays).
- **Last date of query submission before Pre-Bid discussion:** 18.09.2015.
- **Pre-Bid discussion:** Pre-bid discussion in connection with the tender will be held on 24.09.2015. at 14.30 hrs.
- **Last date of submission of complete tender:** - On 06.10.2015 upto 14-00 hrs.
- **Opening of Step-I & Step-II part of the Bid:-** On 06.10.2015 at 14.30 hrs.
- **Contact person:** Mr. D. Bhattacharya, D.G.M (M&C), Corporate Office, WBPDC.

Telephone no: 033-2339-3633/8336903677; e-mail id : dbhattacharya@wbpdcl.co.in

For Further details, visit our website: www.wbpdcl.co.in

(P.K. Chatterjee)
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