



The West Bengal Power Development Corporation Limited

(A Govt. of West Bengal Enterprise)

Kolaghat Thermal Power Station

P.O. Mecheda, Dist. Purba Mednipur, Pin - 721137

NIT No.: WBDCL/Tend-Adv/Corp.(PR)/10-11/27/KTPS

Date: 25-05-2010

Sealed Tender in prescribed form are invited for “Annual Rate Contract for Hiring of eleven (11) nos. Bus (not below 2005 model) for transportation of employees of Kolaghat Thermal Power Station” from the interested parties in four Step Bid system: Step-I : requisite amount of Earnest Money Deposit (Bid Guarantee Money), Step-II : submission of document against the Qualifying Requirement enumerated below, Step-III : Techno- Commercial Bid and Step-IV: PRICE BID, from the bonafide , resourceful contractors with the following Qualifying Requirement: -

(i) Posses valid VAT, IT, Professional Tax clearance certificate and Provident Fund A/C No., (ii) Have credentials regarding experience of execution of similar nature of jobs in a single contract valuing minimum **Rs. 55.00** Lakhs, done at least once during last **five (5) years** in directly under the owner i.e. Govt.Organisation /Undertaking Autonomous bodies, Reputed Industrial Houses under Indian Company’s act (iii) also have documents holding possession of Labour License and Insurance as per Workmens’ Compensation Act for such job.,(iv) Audited Balance Sheet and Profit & Loss account for last three years to satisfy Current Net Worth of the intending party is not less than **Rs.36.00** Lakhs.

Tender No.	Job Description	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)
GMM / 2306-I	Annual Rate Contract for Hiring of eleven (11) nos. Bus (not below 2005 model) for transportation of employees of Kolaghat Thermal Power Station.	Rs.1,05,000.00 (Interest free)	Rs.2000/- (Non refundable)	Last date of sale of Tender Paper 07.06.2010 upto 11-30 A.M. Due date & time for submission of Tender Offer : 11.06.2010 upto 03-00 PM and Opening of Tender (Step –I&II) : 11.06.2010 at 3-15 PM.

Tender Paper can be obtained on the basis of written application from the Contract Cell under the Sr. Manager (Contract Cell) , KTPS on any working day (except Holidays/ Saturday) between 08-30 A.M. to 11-30 A.M. and between 02.30 to 04.30 P.M.on or before the date mentioned above, after depositing cost of Tender Paper at our CASH Section, (Cash hrs. between 10.30 A.M to 02.00 P.M) in cash only. Postal correspondence in this regard will not be entertained at all. A Pre Bid discussion shall be held on **-08.06.2010 at 3-30 PM** with the tenderers and the minutes of the said discussion shall be taken into account as a part of tender specification. Attending the **Pre-Bid** discussion is mandatory.

Sealed tenders of the parties who have deposited the requisite amount of Earnest Money in Step-I of the bid; the Step-II bid there of will be opened subsequently. After finalisation of the Step-II bid i.e. fulfillment of the qualifying requirement, the Techno-Commercial part i.e. Step-III bid will be opened, the price part of the Bid i.e.Step-IV of the eligible tenderers of the Techno-Commercial bid will be opened later on. All tenders including its various parts shall be opened in presence of tenderers. The dates of opening of the Techno-Commercial Part & Price Part shall be intimated to the competent tenderers in due course of time. The Earnest Money (interest free) should be deposited along with the tender offer in the form of Bank Draft /Call Deposit only on SBI/UBI/UCO/PNB, Mecheda Branch 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 WBDCL does not bind itself to accept the lowest tender and qualification of tenderer will be adjudged as per sole discretion of WBDCL authority. The validity of tender will remain effective for 4(four) months from the date of opening of Price-Bid of Tender.

Sd/-
(DIPANKAR CHATTOPADHYAY)
GENERAL MANAGER, KTPS.

TENDER NO. GMM / 2306- I/

Name of the Work : Annual Rate Contract for Hiring of eleven (11) nos. Bus (not below 2005 model) for transportation of employees of Kolaghat Thermal Power Station.

INFORMATION TO BIDDERS.

This is a four Steps bidding system containing (i) Earnest Money: Step-I,(ii) Qualifying Requirement:- Step-II, iii) Techno-Commercial Qualification Bid : Step-III and (iv) Price Bid :- Step-IV 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. **EARNEST MONEY : (STEP-I) :-** The Earnest Money of **Rs. 1,05,000.00 (Rupees One Lac FiveThousand only)** is to be deposited along with the tender offer in the form of BANK DRAFT / CALL DEPOSIT on SBI / UBI / PNB / UCO BANK, Mecheda Branch in favour of “THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED” 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 3 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. **QUALIFYING REQUIREMENTS (STEP-II) :-**
Documents to be submitted in support of qualifying requirement of tenderers as stipulated in the Notice Inviting Tender and further classified as below :-
(i) Documents showing credentials regarding experience of execution of similar nature of jobs in a single contract valuing minimum **Rs. 55.00 Lakhs**, done at least once during last five (5) years directly under owner i.e. Govt. Organisation / Undertaking / Autonomous bodies, Reputed Industrial Houses under Indian Company act. The audited Balance sheet and Profit & Loss Account for last three financial years to satisfy current Net worth of the party is not less than **Rs. 36.00 lakhs**.
(ii) Current VAT, I.T. & P.T. Clearance Certificates, Provident Fund registration certificate including P.F. Code No., Audited Balance Sheet and Profit & Loss Account for the last three fiscal years. Alternatively, such Bidders shall submit certificates from statutory Authorities, indicating exemption and/or non-applicability with regard to any or all of VAT, P.T. , P.F. Clearance Certificates . WBPDCCL reserves the right to reject any tender if any/or all of these certificates have not been submitted or if the certificate from statutory authorities indicating exemption and/or non- applicability with regard to any or all of VAT, P.T. P.F. Clearance Certificates have not been submitted.
(iii.)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.
3. Minutes of the meeting of the Pre-Bid Discussion to be held on **08.06.2010 at 03-30 P.M.** jointly along with the tenderers and the WBPDCCL shall be taken as part to form the Tender Documents.
4. **TECHNO-COMMERCIAL (STEP-III) :-** Acceptance of the Techno-Commercial Terms and conditions as mentioned in the Tender Document as well as MOM of the pre-Bid discussion.
5. **PRICE-BID (STEP-IV) :-** RATE SHOULD BE QUOTED IN enclosed price bid annexure-VI.

6. Mode of submission of tender :

- a) All separately sealed envelopes/covers in duplicate containing necessary documents shall have to be suitably superscribed as 'EMD- Step-I' / 'Qualifying Requirements- Step-II' / 'Techno-Commercial- Step-III' / 'Price-Bid: Step-IV' original/duplicate as the case may be and shall bear reference to the name of the work and Notice Inviting Tender (NIT).
- b) All the above four nos. sealed envelope (as mentioned in Sl.No. 6 (a) 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 dropped in the "TENDER BOX" kept in the Office of Sr. Manager Contract Cell at 2nd. Floor, Administrative Building, KTPS.
- c) 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.
- d) The tender shall be submitted in person in the manner as mentioned above Sl.No.6 (a). Tenders submitted by post or Telegraphic etc. shall not be entertained. The tenders received after the due date and time of opening are liable to be rejected.
- e) 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.
- f) 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.

7. Opening of Tender :

- a) The tender shall be opened in the presence of 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 authorised representatives (upto two persons) may attend the opening.
- b) The due date and time of opening of STEP-I & II Tender is **11.06.2010 at 3-15 P.M.** After opening the main cover, the envelope containing EMD shall be opened first and Qualifying Requirements (STEP-II) offer original and duplicate shall be opened if EMD of requisite amount and in proper mode have been submitted by the tenderer.
- c) Tehcno-Commercial Qualification (STEP-III) shall be opened subsequently at a later date whose STEP-II tenders have been approved and accepted by WBPDCCL. The due date and time for opening of STEP-III) shall be intimated in due time.
- d) The Price-Bid (STEP-IV) of the Tenderers will be opened on at a latter date whose Techno-Commercial Qualification (STEP-III) have been approved and accepted by WBPDCCL and date of opening of the same will be intimated to the successful tenderers only.

8. **Evaluation of Tender :**

- a) Issuance of tender documents will not be construed to mean that such tenderers are automatically considered qualified for the entire tender process.
- b) The owner reserves the right 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.
- c) 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 information.
- d) WBPDCCL does not bind itself to accept the lowest tender and also reserves the right to split the work amongst more than one qualified tenderer.
- e) Notwithstanding anything stated above or elsewhere, WBPDCCL reserves the right to assess the capability and capacity of the tenderer, should be circumstances warrant such assessment in the overall interest of the WBPDCCL.

9. **Validity of Tender** :- 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 4(four) months from the date of opening the tender (Step-IV i.e. Price Bid), during which period the tenderer shall not withdraw his tender or amend, impair or derogate their form.

10 **Cancellation/Rejection of Tender** :- Any tender not accompanying the legible requisite papers/ documents as stipulated in the tender documents duly authenticated by the Bidder/ Authorised Signatory shall summarily be rejected.