



The West Bengal Power Development Corporation Limited

(A Govt. of West Bengal Enterprise)

Sagardighi Thermal Power Project

P.O. Monigram, P.S. Sagardighi, Dist. Murshidabad, Pin – 742 237

NIT No.: WBPDC/Adv/Corp.(PR)/10-11/46/SgTPP

Date: 02-07-2010

CIVIL ENGINEERING DEPARTMENT: SGTPP

Sealed Tender in prescribed form is invited for “Annual Maintenance of Civil and sanitary works at plant area of SgTPP, WBPDC” from the interested parties in two 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, Techno- Commercial Bid and 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., Service Tax Registration No., (ii) 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 Rs. 10 lakh, directly under the owner i.e. Govt. Organization /Undertaking Autonomous bodies, Reputed Industrial Houses, (iii) also have 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 to satisfy Current Net Worth of the intending party is not less than **Rs. 10.0 lakh**.

| Tender No. | Job Description | 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-OPH / TENDER / 2010 / 15 Date: 04.06.10 | Annual Maintenance of Civil and sanitary works at plant area of SgTPP, WBPDC | Rs. 30, 00, 000/- (Rupees thirty lakh only) | Rs. 30, 000/- [Rupees thirty thousand] (Interest free) | Rs. 3000/- [Rupees Three thousand] (Non refundable) | Last Date of submission of application with required documents: 06.07.2010 Date of sale of Tender Paper: 8.07.2010 to 9.07.2010 Upto: 12:00 Noon Due date & time for submission of Tender Offer : 14.07.2010 Upto 3:00 pm and Opening of Tender 14.07.2010 at 3:30 pm |

Tender Paper can be obtained on the basis of written application from the Manager (Civil), SGTPP on any working day (except Payday / Holidays / Saturday) between 09-30 A.M. to 12.00 A.M. on or before the date 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. A Pre Bid discussion shall be held on **12.07.2010 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.

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 fulfillment of the qualifying requirement, the Techno-Commercial part and the price part of the Bid of the eligible tenderers will be opened on same date. All tenders including its various parts shall 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 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 WBPDC does not bind itself to accept the lowest tender and qualification of tenderer will be adjudged as per sole discretion of WBPDC authority. The validity of tender will remain effective for 4 (four) months from the date of opening of Price-Bid of Tender.

J BANERJEE

GENERAL MANAGER: SGTPP / WBPDC

TENDER NO. SG / C-OPH / TENDER / 2010 / 15

Name of the work: Annual Maintenance of Civil and sanitary works at plant area of SgTPP,
WBPDC.

Ref. No.: SG / C-OPH / TENDER / 2010 / 15

Date: 04.06.2010

INFORMATION TO BIDDERS

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

Tender document consist of the following:

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| 1. | (STEP -I):- EARNEST MONEY : The Earnest Money of Rs. 30, 000.00 only is to be deposited along with the tender offer in the form of BANK DRAFT on SBI SAGARDIGHI (Code No- 11377), 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 WBPDC 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 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. | (STEP-II): QUALIFYING REQUIREMENTS: Documents in support of qualifying requirement of tenderers as stipulated in the Notice Inviting Tender and further classified as below :- |
| i) | Must Possess valid VAT, Professional Tax clearance certificate and Provident Fund A/C No. & 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 Rs. 5.0 lakh, directly under the owner i.e. Govt. Organization /Undertaking Autonomous bodies, Reputed Industrial Houses, incorporated under the Indian Companies’ Act. |
| iii) | Audited Balance Sheet and Profit & Loss account for last three years to satisfy Current Net Worth / Solvency Certificate from Chartered Accountant of the intending party is not less than Rs. 10.0 Lakh. |
| 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 Pre-Bid Discussion to be held on 12.07.2010 at 3-30 P.M. Jointly along with the tenderers and the WBPDC shall be taken as part to form the Tender Documents. |
| 5. | TECHNO – COMMERCIAL: - Execution plan, Statement of resources to be mobilized, Acceptance of the Techno-Commercial Terms and conditions as mentioned in the Tender Document. |
| 6. | 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, Price-Bid - Step-II’ 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 two (02) 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 dropped in the “TENDER BOX” kept in the Office of the General Manager at the 1 st floor, Adm Building, SgTPP. |

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| 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). Tenders submitted by post or Telegraphic 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 WBPDCCL and WBPDCCL shall have no obligation to return the same to the tenderer. |
| 8. | <u>Opening of tender :</u> |
| 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 14.07.2010 at 3-30 p.m. After opening the main cover, the envelope containing EMD 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. | <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 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) | Notwithstanding 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. | <u>VALIDITY OF TENDER:</u> |
| | 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, during which period the tenderer shall not withdraw his tender or amend, impair or derogate their form. |
| 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. |