



West Bengal Green Energy Development Corporation Ltd
(A Govt. of West Bengal Company)

CIN: U40108WB2007SGC121189

Bikalpa Shakti Bhavan, J-1/10 EP & GP BLOCK, Sector-V,
Salt Lake, Kolkata – 700 091

Phone: (033) 2357 -6543/6361, Fax: (033) 2357- 6569,

Email: wbgedcl@rediffmail.com / wbgedcl@gmail.com,

Website: www.wbgedcl.in

Memo No.: **WBGEDCL/38(Vol-ii)/592**

Date: **25-9-2014**

Notice Inviting e-Tender

NIeT No: :- **WBREDA/WBGEDCL/NeIT-01/2014-15**

Date: **25-9-14**

1. E-Tenders are hereby invited by the Managing Director, West Bengal Green Energy Development Corporation Ltd (WBGEDCL) from the resourceful, reliable, bonafide and experience contractor to submit their offer through online for the work detailed below. This NIeT will be published in the e-tender portal <https://wbtenders.gov.in> under **WBREDA tenders**. The bidders are therefore advised to follow the websites for any notifications, corrigendum etc.

2. Information about the work:

| | | |
|-----|---|--|
| 1. | Name of Work | Design, supply, installation, testing and commissioning of 10 numbers 2 kWp Solar PV Power Plant with battery back up at various Schools and institutions at various locations of West Bengal on turnkey Basis |
| 2. | Eligibility of the Bidder | The Eligibility Criteria is stated below in Clause 2 below |
| 3. | Estimated cost for each 2 kWp System in complete | Rs. 3,80,000.00 |
| 4. | Total Estimated Amount put to Tender for 10 number 2 kWp System : | Rs.38,00,000.00 |
| 5. | Price to be offered by each bidder | For 5 nos. systems |
| 6. | Cost of Tender Document | Nil |
| 7. | Earnest Money to be Deposited | Rs.38,000.00 |
| 8. | Validity of offer | 180 days from the date of opening of the Financial Bid. However it may be extended in case of exigencies with consent from the successful bidder(s) |
| 9. | Time Period of Completion of Work : | 45 (Forty five) days from the date of handing over of site |
| 10. | Name of the Concerned Office | West Bengal Green Energy Development Corporation Ltd, Bikalpa Shakti Bhavan, Plot – J-1/10, Block – EP & GP, Sector – V, Salt Lake City, Kolkata – 700 091 |

3. Eligibility criteria for participation in the Biding:

| Sl. No. | Eligibility Criteria | Supporting Documents Required |
|---------|---|---|
| 1 | The Bidder should be a Company registered under the Indian Companies Act, 1956 / Partnership Firm and having the clearance of all statutory obligation | i) Registration Certificate under Company Act /Registered Deed for partnership Firm /Trade License (13-14 or 14-15) ii) VAT Registration Certificate, iii) Service Tax Registration Certificate, iv) PAN card , v) IT Return for the Assessment year 2012-13 or 2013-14 vi) PF Registration Certificate / proof vii) of PF Registration |
| 2 | Bidder must have its registered office and functional technical unit in West Bengal | i) Registration Certificate under Companies Act /Registered Deed for partnership Firm ii) Copy of the Tread license / proof of trade license for the year 13-14 or 14-15 in the name of the Bidder |
| 3. | <p>Credential -1 : The Bidder, as primary agency, must have the credential of satisfactory execution of contract(s) of design, supply, installation and commissioning of Solar PV power plant(s) of individual capacity of minimum 2 kWp anywhere in India during the period from 2010 to till date.</p> <p>Credential -2NA</p> | <p>Credential -1 :</p> a) Copy of the Purchase order(s) / Copy of the Agreement(s) with the purchaser / Proof of Purchase b) Copy of the Completion Certificate(s) /Joint commissioning report from purchaser / ordering authority <p>Credential -2:</p> NA |

4. Important date and time schedule

| Sl. No. | Particulars | Date & Time |
|---------|--|---|
| 1. | Date of uploading of NIT & Tender Document (Online) | 26.09.2014 |
| 2. | Documents download start date (Online) | 26.09.2014 From 10.00 Hrs. |
| 3. | Documents download end date (Online) | 20-10-2014 up to 17.00 Hrs. |
| 4. | Bid proposal submission start date (Online) | 26.09.2014 From 10.00 Hrs. |
| 5. | Pre Bid meeting | 14.10.2014 at 12:00 Noon at WBGEDCL, " Bikalapa Shakti Bhaban, J1/10, EP/GP Block , Sector V , Saltlake , Kolkata -700091 |
| 6. | Bid proposal Submission end date (Online) | 20.10.2014 up to 17.00 Hrs. |
| 7. | Last Date of submission of original Earnest Money Deposit (manual submission) at the Tender Box of WBGEDCL, " Bikalapa Shakti Bhaban", J1/10, EP/GP Block , Sector V , Saltlake , Kolkata 700091 | Within 22.10.2014 up to 12.00 Hrs. |
| 8. | Bid opening date for Technical Bid Opening (Online) | 22.10.2014 at 13.00 Hrs. |
| 9. | Date of Opening of financial bid | To be Notified Later |



5. For e-Filing, the intending Bidders may download the Tender Document from the website <https://wbtenders.gov.in> under **WBREDA tenders** directly with the help of Digital Signature Certificate. Earnest money will have to be remitted through Demand Draft or Bankers Cheque to be issued from any nationalized bank in favour of the “**West Bengal Green Energy Development Corporation Ltd**” payable at **Kolkata** and same to be documented through e-Filing. **The original Demand Draft or Banker’s Cheque against Earnest Money Deposit (EMD) must be submitted physically to WBGEDCL office at Bikalpa Shakti Bhaban, J-1/10, Block – EP&GP, Sector - V, Salt lake Electronics Complex, Kolkata 700091, under sealed cover super scribing the name of the work with NIEt No. in the Tender Box only** within the specified time before opening of Technical Bid. West Bengal Green Energy Development Corporation Ltd will not, however, be held responsible for late delivery or loss of the DD / Bankers Cheque so mailed through post or courier.

If the bidder not submitted the EMD physically at WBGEDCL office , Kolkata within the due date and time the bid of the said bidder will liable to be summarily rejected.

6. Both Technical Bid and Financial Bid should be properly indexed and submitted concurrently and electronically duly digitally signed in the website <https://wbtenders.gov.in> under **WBREDA tenders**.
7. Tender Document may be downloaded from website through **WBREDA tenders**. The Technical Bid and Financial Bid are to be submitted within the Time Schedule stated in this NIEt.
8. The **Financial Bid** of the prospective qualified Bidder will be considered only if the **Technical Bid** of the Bidder(s) is found qualified by WBGEDCL. The decision of the WBGEDCL will be final and binding on all concerned and no challenge against such decision will be entertained. The name of qualified Bidders will be displayed in the website before opening of the **Financial Bid**
9. Bids will remain valid for a period not less than **180** (One Hundred Eighty) days from the date of opening of **Financial Bid**. However it may be extended in case of exigencies with consent from the successful bidder(s)
10. The offer prepared by the Bidder and all correspondence and documents relating to the Bid exchanged by the Bidder and the purchaser will be written in English. The desired documents and any other document uploaded by the Bidder will be written in English.
11. The Bidder will be deemed to have carefully examined the Tender Document also to have been satisfied himself as to the nature and character of the system to be supplied and installed against the contract, and all relevant matters & details. Clarification if any will be considered only if pointed out by the firm in the Pre Bid meeting
12. This Bid is a **No Deviation Bid**. Request for any deviation may be considered only if pointed out by any prospective Bidder(s) in the Pre Bid meeting. No deviation will only be considered with the bid.
13. Technical Bid and Financial Bid both will be submitted concurrently duly digitally signed in the Website <https://wbtenders.gov.in> under **WBREDA tenders** within the time as specified above.
14. The intending tenders should clearly understand that whatever may be the outcome of the present invitation of Bids, no cost of bidding will be reimbursable by WBGEDCL. **WBGEDCL, however,** reserves the right to reject any or all the bid(s) without assigning any reason whatsoever at any time prior to the award of Contract and is not liable for any cost that might have been incurred by any Bidder at the stage of bidding process. WBGEDCL also will not be bound to accept either the lowest tender or any of the tenders.
15. Blacklisted and / or with debarring actions as on date due to any reason what-so-ever, by any Government or Government Agencies will not be allowed to bid. In the event of any such information pertaining to the aforesaid matter found at any point of time either during the course of the contract or at the Bidding stage, the bid/contract will be liable for truncation / cancellation / termination without any notice at the sole discretion of WBGEDCL

16. The Earnest Money of the unsuccessful Bidders deposited along with the bids will be refunded by **WBGEDCL** on receipt of application from Bidders immediately after finalization of the tender and placement of order.
17. If the offer is submitted without or inadequate Earnest Money, the bid will not be opened.
18. The intending Bidders are required to submit their offer online only. No offline Bid will be entertained and accepted.
19. The eligibility of bidder has already been stipulated. The bidders will have to meet the minimum criteria as per NIEt. The eligibility will be ascertained on the basis of the document(s) submitted in support of minimum eligibility criteria.
20. Submission of false document is strictly prohibited and if found action may be taken by referring to the appropriate authority for prosecution as per relevant Act with forfeiture of earnest money forthwith. If any document submitted by a bidder is either manufactured or false or fabricated, in such cases, the eligibility of the bidder will be rejected at any stage without any prejudice to take any penal action against him/them as may be deemed fit by WBGEDCL.
21. **WBGEDCL** reserves the right to cancel the NIEt due to unavoidable circumstances and no claim in this respect will be entertained.
22. Prospective Bidders are advised to note carefully the eligibility criteria before bidding the bid.
23. If there be any objection against the decision taken regarding pre qualification of any bidder, the **same should be lodged by the bidder itself online (mail address wbgedcl@rediffmail.com/wbgedcl@gmail.com) to the Managing Director, WBGEDCL** within two days from date of publication of list of qualified bidders and beyond the said time no objection will be entertained.
24. Before issuance of the **WORK ORDER**, WBGEDCL will verify the credential(s) and/or other document(s) of the lowest bidder. After verification, if it is found that the document(s) submitted by the lowest bidder is/are not in order the bid will be cancelled and no work order will be issued in favour of the said bidder and the EMD will forfeited.
25. If any discrepancy arises between two similar clauses on different notifications, the applicable clause will be solely as per the decision of the WBGEDCL.
26. If the dates of opening of Technical Bid and Financial Bid fall on holidays or on days of strike or natural calamity, the dates get deferred to next working days.
27. All Bidders are requested to be present online during opening of Bids positively. In no case his/her absence will stand against opening of bids.
28. Conditional / incomplete Bid will not be entertained.
29. Any evidence of unfair Trade Practices including over charging, price fixing, cartel etc. as defined in various statutes, will automatically disqualify the bidders.
30. Work order / site clearance may be issued in phase manner/ batch wise. Intending Bidders may consider these criteria while quoting their rates.
31. If any Bidder withdraws his offer after opening of bid without giving any satisfactory explanation for such withdrawals, the EMD submitted by the bidder will be forfeited and the bidder will be debarred from taking parts in the next three subsequent tenders of WBGEDCL.
32. Any corrigendum, notification concern to this NIEt will be published in the e-tender portal **<https://wbtenders.gov.in>** under **WBREDA tenders**. The bidders are therefore advised to follow the websites for such notifications corrigendum etc.



33. When the time of completion of the whole work is the essence of the project, WBGEDCL may distribute the whole work amongst more than one acceptable bidder who would subsequently agree to accept the lowest acceptable price without compromising the quality of the whole work and altering the original terms and conditions of the tender. In such case WBGEDCL may also seek the consent of the lowest bidder. However WBGEDCL has the right to take the final decision in this respect if the situation so demand. Also for deciding of the order quantity of the other bidders, the balance quantity of distribution will be decided, based on the demand of quantity by the original lowest bidder and lowest bidder will be given the first preference.

If no other bidders will match with the L1 Price, in such case the total work will be awarded to L1 Bidder in phase manner, then the EMD amount will be released after completion of the total work awarded in different phases.

34. Other Information

- a) No consortium is allowed as bidder
- b) This document is not transferable
- c) Credentials is not transferable
- d) Though adequate care has been taken for preparation of this document, the bidder will satisfy himself that the document is complete in all respects.
- e) WBGEDCL reserves the right to modify, amend or supplement this Tender Document.

35. Instruction to bidders

a) Registration of Contractor

Any contractor willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system; through logging on to <https://wbtenders.gov.in> under **WBREDA tenders**, the contractor is to click on the link for e-Tendering site as given on the web portal.

b) Digital Signature certificate (DSC)

Each contractor is required to obtain Digital Signature Certificate (DSC) for submission of Bids, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount details are available at the Web Site of Guideline to Bidders DSC is given as a USB e-Token.

The contractor can search & download NIeT and Tender Documents electronically from computer once he logs on to the website using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

c) General process of submission

Bids are to be submitted online through the website <https://wbtenders.gov.in> under **WBREDA tenders**. All the documents uploaded by WBGEDCL form an integral part of the Tender Document. Bidders are required to upload all the Tender Document along with the other documents, as asked for, through the above website within the stipulated date and time as given in the NIeT.

Bidders are to be submitted in two folders - one is Technical Proposal and the other is Financial Proposal. The bidders will carefully go through the documents and prepare the required documents and upload the scanned documents in **Portable Document Format (PDF)** to the portal in the designated locations of Technical Bid.

The bidder needs to download the documents, fill up the particulars in the designated Cell and upload the same in the designated location of Technical Bid. He needs to download the

BOQ, fill up the rates of items in the BOQ in the designated Cell and upload the same in the designated location of Financial Bid.

The documents uploaded will be virus scanned and digitally signed using the Digital Signature Certificate (DSC). Bidders should take note of all the addendum/corrigendum related to the Bid and upload the latest documents as part of the Bid.

A-1 Statutory Cover Containing

- i) Demand Draft / Bankers Cheque towards earnest money (EMD) as prescribed in the NIT against the work in favour of the WBGEDCL. EMD Demand draft /bankers cheque should be uploaded in separate EMD fees folder under Technical Cover.
- ii) Bid Form on the letterhead of the bidder firm as per Proforma- (1) as given in the Tender Document

A-2. Non statutory Cover Containing

| Sl. No. | Category Name | Sub-Category Description | Detail(s) |
|---------|-------------------|--------------------------|--|
| A | Certificate(s) | Certificate(s) | 1. VAT registration Certificate |
| | | | 2. Service Tax Registration Certificate |
| | | | 3. PAN. Card |
| | | | 4. IT Return for the Assessment year 2012-13 or 2013-14 |
| | | | 5. PF Registration Certificate/Proof of PF Registration |
| | | | 6. Copy of the Tread license / proof of trade license for the year 13-14 or 14-15 in the name of the Bidder as the proof of operational unit in West Bengal. |
| B | Company Detail(s) | Company Details | 9. Registration Certificate under Companies Act (Company Incorporation Certificate) Or Registered Deed of partnership Firm |
| C | Credential | Credential -1 | 10. Credential -1 The Bidder, as primary agency, must have the credential of satisfactory execution of contract(s) of design, supply, installation and commissioning of Solar PV power plant (s) of individual capacity of minimum 2 kWp any where in India during the period from 2010 to till date. |
| | | Credential -2 | 12. Credential -2 NA.. |

B. Financial proposal

- i. The financial proposal will contain Bill of Quantity in one cover (folder). He needs to download the BOQ, fill up the rates of items in the BOQ in the designated Cell and upload the same in the designated location of Financial Bid. The Bidders will offer the rate in the space marked for quoting rate in the BOQ.

- ii. The documents uploaded will be virus scanned and digitally signed using the Digital Signature Certificate (DSC).

d) Opening and evaluation of Bid:



Opening of Technical Proposal

- i. Technical proposals will be opened by the WBGEDCL or his authorized representative electronically from the website stated above, using their Digital Signature Certificate.
- ii. Technical proposals for those Bids who's original DD/Banker's Cheque towards EMD have been received will only be opened. **Proposals corresponding to which original DD/Banker's Cheque towards EMD has not been received, will not be opened and will stand rejected.**
- iii. Intending Bidders may remain present if they so desire.
- iv. Cover (Folder) for Statutory Documents will be opened first and if found in order, Cover (Folder) for Non-statutory Documents will be opened. If there is any deficiency in the Statutory Documents, the Bid (offer) will summarily be rejected.
- v. Decrypted (transformed into readable formats) documents of the Statutory and Non-statutory Covers will be downloaded for the purpose of evaluation.

Technical Evaluation of Bid

- i. While evaluation, the WBGEDCL or his authorized representative may summon of the Bidders and seek clarification / information or additional documents or original hard copy of any of the documents already submitted and if these cannot be produced within the stipulated timeframe, their proposals will be liable for rejection.
- ii. After evaluation of the Technical Bids, summary list of Bidders, whose offer will be found eligible, will be uploaded in the web portals. Date of opening of financial bid will be intimated to the techno-commercially qualified Bidders.

Opening and evaluation of Financial Bid

- i) Financial proposals of the Bidders, declared Techno- Commercially eligible, will be opened electronically by WBGEDCL from the web portal stated above on the prescribed date.
- ii) The encrypted copies will be decrypted and the rates will be read out to the Bidders remaining present at that time.
- iii) After opening of the financial proposal the preliminary summary result containing inter- alia, name of Bidder and the rates quoted by them will be uploaded.
- iv) Lowest Bidder and the bidders among whom the work will be distributed will be asked to produce the original hard copies of the documents like Completion Certificates and any other documents on demand of WBGEDCL within a specified time frame for verification.
- v) Lowest bidder will submit the cost break-up of each item of a 2 kWp system.
- vi) The Bidder whose offer has been accepted will be notified by WBGEDCL through Letter of Acceptance and will be made available in the website <https://wbtenders.gov.in> under **WBREDA tenders.**

Sd/-
(T. K. Hazra)
Managing Director

Memo No: WBGEDCL/ 38 (Vol- ii)/592 (ii)

Dated: 25-9-2014

Copy to:

1. Accounts-in-charge, WBGEDCL
2. Website, WBGEDCL
3. Notice Board, WBGEDCL
4. e-Tender portal website <https://wbtenders.gov.in> under **WBREDA tenders.**

Managing Director