

West Bengal Electronics Industry Development Corporation Limited

Registered Office

Webel Bhavan, Block - EP & GP, Sector - V Bidhannagar, Salt Lake Kolkata 700091

Phone: 9133-2339-2228/226/327/316 'Fax: 9133-2357-1739/1708 email: contact@webel-india.com

NOTICE INVITING OPEN TENDER

Notice Inviting Tender No. EOT/COM/20-21/00045 Dated: 11-12-20

For: ONSITE COMPREHENSIVE AMC FOR EXISTING CCTV SURVEILLANCE SYSTEM AT INDIAN MUSEUM, KOLKATA.

The G.M (COM) on behalf of WEST BENGAL ELECTRONICS INDUSTRY DEVELOPMENT CORPORATION LIMITED invites Tender for the work detailed in table bellow:-

Brief Description of Work	Tender Document Money (Rs) [Non refundable]	Earnest Money Deposit (EMD) (Rs) [Refundable]	Last Date and Time of Bid Submission	TECHNICAL Bid Opening Date and Time
Onsite Comprehensive AMCfor existing CCTV Surveillance system at Indian Museum, Kolkata.	Rs.500/-	Rs. 3,000/-	18 December 2020 3:00 PM	18 December 2020 4:00 PM
BID Opening Venue	WEST BENGAL ELECTRONICS INDUSTRY DEVELOPMENT CORPORATION LIMITED Webel Bhavan, Block - EP & GP, Sector - V Bidhannagar, Salt Lake Kolkata 700091			

For Commercial Queries, Contact: Mr. Pratul Show, G.M (COM) E-Mail: pratul.show@webel-india.com

For Technical Queries, Contact: Suman Moitra, GM (GOVT. SALES) E-Mail: suman.moitra@webel-india.com

DATE & TIME SCHEDULE

Activity / Event Description	Date	Time
Last Query Submission	15 December 2020	12:00 PM
Last Query Response	15 December 2020	3:00 PM
Publishing Last Corrigenda (if any)	15 December 2020	5:00 PM
Submission of Bid(s)	18 December 2020	3:00 PM
TECHNICAL Opening	18 December 2020	4:00 PM
FINANCIAL Opening	21 December 2020	5:00 PM

ELIGIBILITY CRITERIA

- 1 . System Integrator**
The Bidder/ASP/OEM should be a System Integrator.

Statutory
- 2 . Experience on the related job area**
The bidder should have executed 1 single order of similar nature of jobs, particularly in AMC FOR EXISTING CCTV SURVEILLANCE SYSTEM of Rs.300,000.00 each or more at any or The bidder should have executed 2 single order of similar nature of jobs, particularly in AMC FOR EXISTING CCTV SURVEILLANCE SYSTEM of Rs.150,000.00 each or more at any or The bidder should have executed 3 single order of similar nature of jobs, particularly in AMC FOR EXISTING CCTV SURVEILLANCE SYSTEM of Rs.75,000.00 each or more at any Govt. Department / Quasi Govt. Dept / PSU / Board / Council/ Large corporate or similar organization in last 3 financial years. Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization in last 3 financial years. Work Order copies along with job completion certificate from the customer duly self-attested are to be submitted. In case of non-availability of attestation from Gazetted Officer, the bidder will have to produce original document for verification, without which the bid will be treated as non responsive and summarily rejected.

Statutory
- 3 . Unpriced Bill of Quantities**
Un-priced B.O.Q is to be submitted in company letterhead mentioning the name, make and model no. of all the items.

Statutory
- 4 . Minimum Annual Turnover for the last financial year**
Turnover of the last Financial Year (2018 - 2019) should be Rs.1,000,000.00 or above (Copy of audited Balance Sheet & P/L A/c duly certified by CA is required as proof).

Statutory
- 5 . Aggregate Annual Turnover**
Aggregate of Turnover of last 3 Financial Years (01-04-16 - 31-03-19) should be Rs.3,000,000.00 or above (Copy of audited Balance Sheet & P/L A/c duly certified by CA is required as proof).

Non-statutory
- 6 . No Consortium is allowed**
The Bids shall be submitted by only the Bidder; no consortium is allowed in this Bid. Declaration in this regard needs to be submitted.

Non-statutory
- 7 . NO PART BID ALLOWED**
Bidders have to quote all the items mentioned in tender document.No part bid will be accepted. Otherwise, the bid(s) will be treated as cancelled.

Non-statutory
- 8 . Statutory Documents-PAN & IT Returns**
Copies of valid PAN along with I-T return documents, for Financial Year 2016 2017, 2017-2018, 2018-2019 are to be enclosed with the bid.

Non-statutory
- 9 . Trade License**
Copy of valid Trade License is to be enclosed with the bid.

Non-statutory
- 10 . Locations of Service Centres**
The bidder must have at least 1 registered service center for COMMUNICATION in KOLKATA, WEST BENGAL and service centers in at least 1 locations in WEST BENGAL Supporting documents for existence of Service Centre(s) has to be attached with

the tender document.

Non-statutory

11 . Banned by Govt. or like organizations

The bidder shall be required to give a declaration in their letter head that they have not been banned by any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board / Council or similar organization. If any Government Agencies / Govt. Department / Quasi Govt. Dept / PSU / Board Council or similar organization has banned the bidder and later on lifted the ban, the fact must be clearly stated.

Statutory

12 . Minimum number of years of existence

The bidding firm must be in existence for 3 years or more. (Documentary evidence has to be provided along with the bid)

Non-statutory

13 . Additional Eligibility Criteria

COPIES OF REGISTRATION CERTIFICATE FOR GST MUST BE ENCLOSED WITH THE BID.
BIDDERS MUST SUBMIT THE HSN/SAC CODE FOR ALL THE ITEMS IN THE BOQ.

Non-statutory

SECTION A

INSTRUCTIONS TO BIDDERS

General for e-Tender

1. Exemption under NSIC

Bidders who are registered with NSIC, UNDER SINGLE POINT REGISTRATION SCHEME for the TENDERED ITEMS are exempted payment of bid security and Tender Fees up to the amount equal to their monetary limit. A proof regarding current registration with NSIC for the TENDERED ITEMS will have to be attached and documented through e filling, otherwise the Bid will be treated as cancelled. In case of bidders having monetary limit as "NO LIMIT", the exemption will be limited to Rs.50,00,000/- only as per existing policy of WBEIDC Ltd.

GENERAL

1. Instruction to submit no. of parts in the bid

Interested Bidders are required to submit their proposals in 1 sealed envelope(s) as per the instructions given below.

2. Preparation of Tender

Tender shall be submitted in accordance with the following instructions:

- i) Tenders shall be submitted in the prescribed forms. All signatures shall be in longhand. Where there is conflict between the words and the figures, the figure shall govern.
- ii) All notations must be in ink or type written. No erasing or overwriting will be permitted. Mistakes may be crossed out and corrections typed or written with ink adjacent thereto and must be initialed in ink by the person or persons signing the tender.
- iii) Tenders shall not contain any recapitulation of the work to be done. Alternative proposals will not be considered unless called for. No written, oral, electronic, telegraphic or telephonic proposals for modifications will be acceptable.
- iv) Tenders shall be delivered to the office as notified on or before the date and time set for the opening of tenders in the Notice Inviting Tender. The packet of documents including the tender shall be enclosed in sealed envelope having the title of the work and the name of the bidder.
- v) Tenders subject to any conditions or stipulations imposed by the bidder are liable to be rejected.
- vi) Each and every page of the tender document must be signed with date and company seal by the bidder. This is required to show that the bidder had accepted all the terms and conditions mentioned in this tender document.

3. Instruction to mark the techno-commercial bid envelope

The firm shall seal and mark the Techno Commercial Bid in one envelope super scribed with words:- "Techno Commercial Bid for "Onsite Comprehensive AMC for existing CCTV Surveillance system at Indian Museum, Kolkata.". "Tender no.EOT/COM/20-21/00045, dated 11-12-20 11:12" & "Do Not Open Before 18 12-20 16:00 Hrs". This envelope will also contain the EMD and Tender Document Fees (if the tender document is downloaded from the website) in a separate small envelope inside it.

4. Instruction to mark the pricel bid envelope

The firm shall seal and mark the Price Bid in one envelope super-scribed with words:- "Price Bid for "Onsite Comprehensive AMC for existing CCTV Surveillance system at Indian Museum, Kolkata.". "Tender no.EOT/COM/20-21/00045, dated 11-12-20 11:12".

5. Instruction to mark the both techno-commercial and price bid envelope

All the envelopes shall be sealed in a covering envelope super scribed with words Techno Commercial Bid & Price Bid for "Onsite Comprehensive AMC for existing CCTV Surveillance system at Indian Museum, Kolkata." "Tender no.EOT/COM/20-21/00045, dated 11-12-20 11:12" & "Do Not Open Before 18 12-20 16:00 Hrs". The sealed envelope containing the sealed Techno Commercial Bid and Price Bid should be addressed to the Mr. Pratul Show, through post / speed post / Courier or dropped personally within the stipulated time in the tender box kept with him. No other mode of delivery shall be accepted. WBEIDC Ltd will not be responsible for any postal delay. Late submission of Bid will not be accepted.

Additional Instructions

1. Additional Instruction

THE BIDDERS ARE REQUESTED TO SUBMIT THE BANK DETAILS ALONG WITH THE BID.

SECTION B

GENERAL TERMS & CONDITIONS

GENERAL TERMS AND CONDITIONS

1 . Earnest Money Deposit (EMD)

The firm shall furnish an EMD of Rs. 3,000 in the form of a DEMAND DRAFT from a Scheduled Bank payable at Kolkata duly pledged in favour of WBEIDC Limited. Any bid not accompanied with the valid EMD shall be summarily rejected. Earnest money will be refunded to the unsuccessful bidders after receiving application from them on completion of tender process. In case of successful bidders earnest money will be retained till security deposit of 10% of the total value of the job is deposited in the form of BANK GURANTEE of the total value of the job is deposited in the form of 60 days more than the warranty period. Earnest money of the bidder is liable to be forfeited in case of any false submission / statement. In case of any refusal to abide by terms and conditions of our LOI/PO or refusal to enter into a written agreement as per prefixed terms and conditions authority is at liberty to forfeit earnest money and take lawful actions. Note: Empanelled vendors are not required to submit the security deposit money if they are selected as successful bidder.

2 . Awarding of Contract

WBEIDC Ltd will award the contract to the successful bidder whose bid has been valued as per Price and Other criteria . WBEIDC reserves the right not to accept the Lowest Price bid with out assigning any reason what so ever and the bidder will not challenge such decision in any forum what so ever WBEIDC also reserves the right to split the order and / or drop any line item as per direction of the end customer. The successful bidder will have to give security deposit of 10% of total value of the LOI in the form of BANK GURANTEE for a period of 60 days+ the maximum warranty period among the items quoted. After receiving the PBG, firm P.O will be issued.

3 . Amendment of Invitation

At any time 1 days prior to the deadline for submission of proposals, WBEIDC reserves the right to add / modify / delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to all the Bidders who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents (Techno Commercial as well as Price Bid).

4 . Amendment of Proposals

In order to afford prospective Bidder reasonable time to make amendment in their proposals, WBEIDC may, at its discretion, extend the deadline for the submission of proposals. However, no such request in this regard shall be binding on WBEIDC.

5 . Assignments

Assignment of the job to third party is not allowed without the consent of WBEIDC Ltd.

6 . PBG SUBMISSION AFTER LOI

You are requested to convey your acceptance of this Letter of Intent and to submit the desired information at an early date and submit the required Bank Guarantee in the attached prescribed format within a period of 14 days from the date of placement of this Letter of Intent, failing which this Letter of Intent is likely to be treated as cancelled.

7 . Rejection of BID

Any deviation from the given specification and make, will be treated as rejected.

8 . Canvassing

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so will render him liable to penalties, which may include removal of this name from the register of approved Contractors.

9 . Date & Time validity of the quotation

Any quotation submitted later than the date and time mentioned above will not be accepted

10 . Discrepancies and Adjustment thereof

Discrepancy between description in words and figures, the rate, which corresponds to the words quoted by the bidder, shall be taken as correct. Discrepancy in the amount quoted by the bidder due to calculation mistake of the unit rate, the unit rate shall be regarded as firm. Discrepancy in totaling or carry forward in the amount quoted by the bidder shall be corrected.

11 . Disputes and Arbitrations

In case of any dispute or differences, breach and violation relating to the terms of this agreement, the said dispute or difference shall be referred to the sole arbitration of Managing Director, WBEIDC Ltd. or any other person appointed by him. The award of the arbitrator shall be final and binding on both the parties. In the event of such arbitrator to whom the matter is originally referred to vacates his office on resignation or otherwise or refuses to do works or neglecting his work or being unable to act as arbitrator for any reason whatsoever, the Managing Director shall appoint another person to act as arbitrator in the place of outgoing arbitrator and the person so appointed shall be entitled to proceed further with the reference from the stage at which it was left by the predecessor. The Contractor will have no objection in any such appointment that arbitrator so appointed is employee of WBEIDC Ltd. The adjudication of such arbitrator shall be governed by the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof or any rules made thereof. The arbitration shall be held in Kolkata only.

12 . Deadline for Submission of Proposals

Proposals will be received by WBEIDC at the specified address not later than 18-12-20 15:00 Hrs. WBEIDC may, at its discretion, extend this deadline. WBEIDC may also extend this deadline for any other administrative reason.

13 . Force Majeure Condition

If the execution of the contract/supply order is delayed beyond the period stipulated in the supply order as result of outbreak of hostilities, declaration of an embargo or blockade of road, fire, flood or any such act of nature, then WBEIDC LTD may allow such additional time by extending the project execution timeframe as considered to be justified by the circumstances of the case and its decision will be final. If additional time is granted by the WBEIDC LTD, the supply order shall be read and understood as if it had contained from its inception the execution date as extended.

14 . Inclusion of freight & insurance

Price quoted should be inclusive of freight & insurance upto the delivery locations.

15 . Formats and Signing of Proposals

The original proposal shall be neatly typed and shall be signed by an authorized signatory / signatories on behalf of the Bidder. The authorization shall be provided by written Power of Attorney accompanying the proposal. The person or persons signing the proposal shall initial all pages of the proposal, except for un-amended printed literature. The proposal shall contain no interlineations, erase or overwriting. In order to correct errors made by the Bidder, all corrections shall be done & initialed with date by the authorized signatory after striking out the original words / figures completely.

16 . Governing Laws

This Tender Document and the contract shall be governed by and interpreted in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract.

17 . Insertion of Webel's GST in Vendor invoice

All bills/ invoices must be raised / submitted with proper GSTIN No. of WBEIDC Ltd (GSTIN No.- 19AAACW2411Q1Z1) for releasing payment.

18 . Late Proposals

Any proposal received by WBEIDC after the deadline for submission of proposals, as referred above shall not be accepted.

19 . Language of Proposal & Correspondence

The proposal submitted by the Bidder should be in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & WBEIDC will be in English language only. A duly signed formal copy must subsequently confirm the correspondence by Fax

/ e-mail.

20 . Non escalation of Price

The price offers shall remain firm within the currency of contract and no escalation of price will be allowed.

21 . Non-eligibility of bid by Webel Group Company

No Webel group company allowed to bid in WBEIDC tenders, and bids will be summarily disqualified if received from any WEBEL group company.

22 . Availability of PAN

Any quotation submitted without PAN of the vendor will be summarily rejected.

23 . Proposal Currency

Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, etc.

24 . Cancellation of PO

WBEIDC Ltd. reserves the right to cancel Purchase Order if the agreed delivery schedule is not adhered to by the supplier. Any loss arising out of such delay in the supply of the equipment / service, shall be on the supplier account.

25 . Period of Validity of Proposals

The price offers shall remain firm within the currency of contract and no escalation of price will be allowed. The quoted offer and / or rate must be valid for a minimum period of 180 Days from the date of opening of the tender. The tender inviting authority reserves the right for seeking extension of validity of offered rates from the successful bidder. Acceptance of such request during actual offer is however optional to the bidder. The price validity will remain unaltered irrespective of any reason including foreign exchange rate variation. Variation in statutory rate levied by Government will however be reflected for both reduction and escalation.

26 . Whom to report

Reporting: You have to report to MR. SUMAN MOITRA, GM-BD for TECHNICAL purposes.

27 . Deduction of Tax at Source

Deduction of all statutory and necessary Tax from each bill will be made as per Government Rules prevailing at the time of payment. The Company will issue necessary tax deduction certificate in due course of time.

28 . Additional Terms & Conditions

AT THE TIME ACCEPTING LOI, VENDOR IS ADVISED TO CHECK THE GST PERCENTAGE MENTIONED IN THE LOI. IN CASE OF ANY CHANGE BIDDER MUST INFORM GM (COMMERCIAL) IN WRITING PRIOR TO ISSUE OF THE PURCHASE ORDER. ONCE PURCHASE ORDER ISSUED NO SUBSEQUENT REQUEST FOR CHANGE IN GST PERCENTAGE WILL BE ENTERTAINED.

SECTION C

SPECIAL TERMS & CONDITIONS

SPECIAL TERMS AND CONDITIONS

1. Maintenance Location

Annual Maintenance (AMC) Location:
AS DIRECTED BY INDIAN MUSEUM, 27, JAWAHARLAL NEHRU ROAD, KOLKATA 700016.

2. Consignee Details

Consignee Details: INDIAN MUSEUM, 27, JAWAHARLAL NEHRU ROAD, KOLKATA 700016.

3. Contract Period

The contract will be valid for 4 MONTHS.

4. Taxes all inclusive

Price will be all inclusive including tax, installation, freight, insurance & any other charges. Tax portion should be mentioned separately.

5. Liquidated Damage

As per the job mentioned in the tender document; In the event of failure to meet the job completion in stipulated date/time liquidated damage may be imposed on the Vendor(s) for sum equivalent to 1.00% of the contract value for each week or part thereof, subject to a ceiling of 5.00% of the contract value (including all taxes & duties and other charges). In the event of LD exceeds 5.00% of the order value, WBEIDC reserves the right to terminate the contract and WBEIDC will get the job completed by any other competent party. The difference of cost incurred by WBEIDC will be recovered from the earnest money deposited / PBG / Invoice submitted by the vendor (as applicable).

6. Payment Authority

Payment sanctioning authority: MR. SUMAN MOITRA, GM-BD

7. Payment Terms

PAYMENT TERMS: - PAYMENT WILL BE MADE ON BACK TO BACK BASIS QUARTERLY AND BILLS SHOULD BE SUBMITTED ALONG WITH THE PREVENTIVE MAINTENANCE REPORT .
PAYMENT WILL BE RELEASED WITHIN 30 DAYS FROM BILL SUBMISSION AFTER RECEIVING PAYMENT FROM THE END C

8. Security Deposit

Successful bidder will have to submit a performance bank guarantee within 14 DAYS of issuance of LOI, amounting 10% total ordered value in the format given in the tender document for a validity period of 60 DAYS more than the warranty period (4 MONTHS from the date of final acceptance of the end customer) of the quoted items.

BOQ, TECHNICAL SPECIFICATIONS & DELIVERY LOCATIONS

SL. No.	Description / Specification	Qty	UOM	Delivery Location
1	AMC FOR Non-comprehensive contract for CCTV Surveillance System at Indian Museum,Kolkata	1	Lot	

Payment Terms Details

Payment Terms Code	Description
B2B-30D	Payments term will be back to back and will be paid after 30 days of payment received from customer.

COMPLIANCE SHEET

SL. No.	Description / Specification	Qty	UOM	Offered Specification	Compliant (Yes/No)	Deviation Details (if any)
1	AMC FOR Non-comprehensive contract for CCTV Surveillance System at Indian Museum,Kolkata	1	Lot			