

**WEST BENGAL ELECTRONICS INDUSTRY DEVELOPMENT
CORPORATION LIMITED
(WEBEL)**

WEBEL BHAVAN

TENDER DOCUMENTS

**Supply & installation of EPABX system at SDF building,
Salt Lake, Sector-V, Kolkata- 700091**

Rs.100.00

Webel

WEST BENGAL ELECTRONICS INDUSTRY
DEVELOPMENT CORPORATION LIMITED

NIT No. EC:07:SDF:EPABX:2020-21:M-10

Dated. 28.12.2020

Sealed Tenders are invited from eligible and resourceful Authorised Service Dealers for the following:

- Name of Work : **Supply and installation of EPABX system at SDF building, Salt Lake, Sector-V, Kolkata- 700091**
- Estimated Cost : Rs. 55000.00 (approx.)
- Time allowed for completion : 30 (thirty) days from the date of issue of Work Order/LOA
- Cost of tender documents : Rs. 100.00 (Rupees One hundred only) per tender document in the form of Demand Draft/Pay Order (non-refundable) in favour of **WBEIDC Ltd.. The same has to be submitted before opening of cover-I of the Tender on scheduled date.**
- Earnest Money Deposit : Rs.500/- (five hundred only)
- Eligibility of the Contractor** : 1. Contractor should have GST Regn., PAN No. ESI,PF etc. as indicated.
2. Contractor should have credential with proper completion certificate of executing similar works within any office/commercial/industrial building premises under Govt., Semi-Govt., PSU or reputed private utility companies during last 5 years.
- Last date and time of receipt of tenders : Up to 3.00 P.M on
- Address at which the tenders are to be submitted : West Bengal Electronics Industry Development Corporation Ltd. (Webel), ID & M Dept. Webel Bhavan, Block : EP & GP, Sector-V Kolkata 700 091.
- Date and time of opening of cover-I of tender : 3.30 P.M onwards on **08.01.2021**
- Place of opening tenders : At the above mentioned venue of tender submission.
- Defects Liability Period : 12 months from the date of virtual completion of work.
- Validity of offer : For a period of 180 days from the date of opening of tender.

Tender will have to be submitted in two parts i.e. Cover-I and Cover-II separately, sealed and superscribed with the name of the work.

Cover-I : Forwarding letter, Signed-sealed copies of all aforesaid credential and statutory

documents, ~~Record Notes of Pre-bid meeting duly signed and stamped, the earnest money in required form.~~ **Cover-I of only those Tenderers who will submit cost of Tender Document as above will be opened.**

Cover-II: Shall contain the offered price (Annexure-A) duly sealed & signed . No other condition stipulated in Cover-II, other than unconditional general rebate, shall be accepted. **All pages of the Tender Document should have original signature with official seal of the tenderer.**

Cover-I will be opened **on 08.01.2021 from 3.30 P.M onwards** in presence of WBEIDCL officials for only those Tenderers who will submit cost of Tender Document as above.

After examining the Cover-I of the tender, WEBEL will open the Cover-II of only those eligible tenderers who have satisfied the requirements of Cover-I. The scheduled date and time of opening of cover-II will be intimated to eligible tenderers in due course.

In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time or will be intimated by WEBEL.

Read **Annexure-A, B carefully and submit tender accordingly.**

The authority reserves the right to accept or to reject any or all part of this tender without assigning any reason what so ever.

SUBMISSION OF BID.

- A. i) Tender shall be submitted along with requisite Earnest Money Deposit and other requisite documents in sealed envelopes as **cover-I & cover-II super scribed thereon name of the work.**
 - ii) All pages of original Tender document and schedule of quantities should be signed with official seal.
- B. Covering letter and other detail documents should form part of the offer.
- C. **QUOTING OF RATE FOR PRICED ITEM OF WORK:**

The tenderer is requested to go through all the terms and conditions meticulously specified in **Annexure - A, B** hereinafter before quoting their specific rate. All the quoted rates must be written by hand of the person signing the tender and with same pen and ink. Erasing or over writing will not be allowed under any circumstances. However, correction, if any, will be allowed if it has been duly signed and sealed.

Bill of Quantities**Supply and installation of EPABX system at SDF building, , Salt Lake, Sector-V, Kolkata- 700091**

Sl. No.	Description of Items	Unit	Qty.	Rate (Rs.)	Amount (Rs.)
1	Supply, installation, testing and commissioning of IP- PBX system for (6 P&T/2Digital extension, 32 Analog extension, Expandable upto 128 up to 128 extns. Installation technical commissioning with MDF,Krone, fixing and connection complete. Make Panasonic model no. KX-NS-300	No	1		
2	Supply, laying and connection of 2 pair telephone cable as required	Mtr	180		
3	Supply of Panasonic make single line telephone sets	Nos.	5		
4	Suitable Panasonic operator console.	No	1		
	Add GST 18%				
	Total including GST/Taxes, transportation etc				

Value put to tender(in words) :

Ref no. & date

Signature & seal.

TERMS & CONDITIONS

1. You should submit the Tender Documents duly filled in the format of **Annexure 'A'** to us by 3.00 p.m.(**08.01.2021**) in the envelope superscribing on it **"Supply and installation of EPABX system at SDF building, Salt Lake, Sector-V ,Kolkata- 700091"**
2. **The rate should be quoted inclusive of all taxes, /GST duties, levies, etc. Scope of Work and BOQ mentioned in Annexure A. Accordingly fill up Annexure A submit duly signed and sealed.**
3. **Submit COVER-I** with PAN, Tax / GST registration No., ESI & P F registration no. etc. and credentials. **Cover-II-** only price bid (**Annexure-A**)
4. The bidder **MUST** be **authorized dealer** (ASD) of **Panasonic** and execution of similar nature of job in WBEIDCL/PWD/KMC/ Govt./Semi Govt./reputed large Organisation (**all the relevant documents to be attached**)
5. Payment to be made against submission of Tax Invoice, warranty/Guaranty card along with Challan etc. **after completion. (GST paid document against this bill to be submitted along with invoice).**
6. The quoted rate should be firm throughout the period till you handover the total job.
7. Any statutory payment, if applicable, will be deducted at source or will be paid at par.
8. Security deposit(S D) 10% to be deducted from bill, however S D may be refunded after satisfactory completion of 1 yr. guaranty/warranty period.
9. **Tender Fees Rs.100.00 & EMD Rs.500.00 to be issued in favour of W B E I D C Ltd.**
10. You may collect the tender papers from the office of **GM(ID&M)** at **Webel Bhavan** daily on **working hours / download from Webel website.**