



**Government of West Bengal
Irrigation & Waterways Directorate
Office of the Executive Engineer
Metropolitan Electrical Division
Jalasampad Bhawan (4th floor)
Salt Lake City, Kolkata-700091
Telephone No-03323215609
Email Id: eemed.iwd@gmail.com**

NOTICE INVITING EXPRESSION OF INTEREST

Memo No: 1303/ 7E-6/2021-22

Dated:- 05.08.2021

N.I.E.O.I No - WBIW/EE/MED/ EOI- 02 of 2021-2022

Request for Expression of Interest for “Comprehensive annual maintenance of SIEMENS Hipatch EPABX (Model no. 3800) & maintenance of 330 nos. electric push button telephone set at Jalasampad Bhawan, Salt Lake, Kolkata-91 during the year 2021-2022.” is being invited by the Executive Engineer, Metropolitan Electrical Division, Irrigation & Waterways Directorate on behalf of the Governor of West Bengal from eligible and resourceful agencies having sufficient financial capability and credentials for execution of similar nature of work.

Issue of EoI documents :

The EoI documents can be downloaded from the departmental website: www.wbiwd.gov.in

Submission of EoI :

The intending agencies should submit their EoI for the work as cited above in a sealed envelope super scribing on the top “Comprehensive annual maintenance of SIEMENS Hipatch EPABX (Model no. 3800) & maintenance of 330 nos. electric push button telephone set at Jalasampad Bhawan, Salt Lake, Kolkata-91 during the year 2021-2022.” in the tender box to be available at the Office of the Executive Engineer, Metropolitan Electrical Division, Jalasampad Bhawan, (4th floor), Bidhannagar, Kolkata – 700091.

The intending agencies should submit their EoI as per list of items enclosed herewith. Rates and amounts should be filled up properly.

The quoted rates should be inclusive of all taxes/duties all complete.

Before submitting EOI, the intending contractor/bidder should make themselves acquainted thoroughly with the local conditions prevailing at site of implementation of the work by undertaking field inspections and taking into consideration all probable likely factors and difficulties to be involved in execution of the work as per specification in all respects including transportation of materials, communication facilities, climate conditions, availability of materials in the market etc. and no claim whatsoever will be entertained on those accounts afterwards. He/She may contact this office in any working day in between 11 am to 3 p.m. intending agencies or their authorized representatives may remain present while opening of the sealed covers containing EoI's.

Selection of appropriate EOI is entirely vested upon the Quotation-cum-Bid Evaluation Committee (QBEC). The committee reserves the right to accept or reject any or all EoIs without assigning any reason thereof

Since, the Notice Inviting Expression of Interests (EoIs) is being made for subsequent Tender, no work order will be issued in favour of any agency against the EoI's. No payment whatsoever would be borne by I & W Department for submission of EoIs.

The intending agencies should submit the following and self-attested copies of the same are to be submitted with the EoI.

i) Credential Certificate:-

BOQ duly authenticated by issuing authority and work order.
Completion Certificate of 100% completed work of similar nature.

ii) Annual Turnover from business:-

Profit and loss accounts statement in the prescribed form with annual turnover of last three financial years or during the period since formation of the company/ Firm/society, if it was set up in less than three year period.

iii) Company Details like Trade license and others documents.

iv) Professional Tax Payment Certificate (PTPC) or Challan.

v) PAN Card.

vi) GST Registration Certificate.

vii) Latest I.T. Return.

Pre Bid Meeting :

Pre Bid meeting will be held in the office chamber of the EOI Inviting Authority on 09.08.2021 at 2 pm in order to acclimatize the prospective contractors/bidders through an interactive open session, replying to their queries, and clear doubts in connection with the work/s, if any.

Schedule of Dates for EoI's :

Sl No.	Activity	Date & Time	Remarks
1	Publishing Date	05.08.2021	
2	Pre Bid Meeting	09.08.2021 at 2.00 P.M	
3	E.o.I submission start date	10.08.2021 From 10.00 A.M	
4	E.o.I submission end date	17.08.2021 upto 3.00 P.M	
5	E.o.I opening date	17.08.2021 at 3.30 P.M	


(S.Basu)

Executive Engineer
Metropolitan Electrical Division,
I & W Dte., Govt. of West Bengal



Schedule of Work

Name of Work: Comprehensive annual maintenance of SIEMENS Hipatch EPABX (Model no. 3800) & maintenance of 330 nos. electric push button telephone set at Jalasampad Bhawan, Salt Lake, Kolkata-91 during the year 2021-2022.

SL NO	Description of Items	Qty	Unit	Rate(Rs)	Total Amount with Taxes (Rs)
1	Comprehensive annual maintenance of office compatible digital SIEMENS EPABX system having minimum capacity to connect 330 lines Model no. 3800 with SIEMENS HIGHPATCH EPABX Model no. 3800 and 24 line card, cable including repairing, replacement wherever necessary the cords and all component, internal cabling works, MDF, IDF, UPS and all other related equipments and spares etc.	9	Month		
2	Comprehensive maintenance of 330 nos. electronics push button telephone set including repair/replacement of damaged parts of telephone set so that no telephone connection is disturbed for any defect or fault. [1 (One) no. electrician must be provided per day throughout the period except Saturdays & Sundays)	9	Month		



(S. Basu)

Executive Engineer
Metropolitan Electrical Division,
I & W Dte., Govt. of West Bengal



Copy submitted for favour of kind information to:

1. The Secretary to the Govt. of West Bengal, I&W Department.
2. The Chief Engineer, Mechanical & Electrical, I&W Directorate, Govt. of West Bengal.
3. The Chief Engineer, South, I&W Directorate, Govt. of West Bengal.
4. The Joint Secretary (Works) to the Govt. of West Bengal, I&W Department.
5. The Deputy Secretary (Works) to the Govt. of West Bengal, I&W Department.
6. The Superintending Engineer, Metropolitan Drainage Circle, I&W Dte., Govt. of West Bengal.
7. The Superintending Engineer, Western Circle-I, I&W Dte., Govt. of West Bengal.
8. The Superintending Engineer, Eastern Circle, I&W Dte., Govt. of West Bengal.
9. The Superintending Engineer, Mechanical & Electrical Circle, I&W Dte., Govt. of West Bengal.
10. The Executive Engineer, Metropolitan Drainage Mechanical Division, I&W Dte.

S. Basu
05/08/21

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Executive Engineer
Metropolitan Electrical Division,
I & W Dte., Govt. of West Bengal

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Dated:- 05.08.2021

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Copy forwarded for favours of kind information to:

1. The Assistant Engineer, Metropolitan Electrical Division.
2. The Sub-Divisional Officer/Metropolitan Electrical Sub-Division.
3. The Director of information, Department of Information & cultural Affairs, Nabanna, Shibpur, Mandirtala, Howrah-711102 for wide circulation.
4. The Estimating Section, Metropolitan Electrical Division.
5. The Accounts Section, Metropolitan Electrical Division.
6. Notice Board of Metropolitan Electrical Division.

S. Basu
05/08/21

(S. Basu)

Executive Engineer
Metropolitan Electrical Division,
I & W Dte., Govt. of West Bengal

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