



**IRRIGATION AND WATERWAYS DIRECTORATE  
GOVERNMENT OF WEST BENGAL**

**TEESTA BARRAGE ELECTRICAL DIVISION**

**Memo No: 672**

**Dated: 26.12.2023**

*[Invitation for Expression of Interest/for Budgetary Quotation ]*

**EOI No.: WBIW/EE/TBED/EOI-04/2023-24**

Sl No	Particulars	Details
01	Start Date of Issuance of EOI Document	26.12.2023
02	Last date of submission of Queries	03.01.2024
03	Pre bid meeting	04.01.2024
04	Last Date of Issuance EOI Document	11.01.2024
05	Last Date and time for Submission of EOI	11.01.2024
06	Date of opening of EOI	11.01.2024

**NAME OF THE WORK:**

"Supply, installation, testing ,commissioning & maintenance of new CCTV camera for Teesta Barrage main gate & barrage premises along with CCTV network, NVR, CPU & Display for close monitoring of all Barrage gates and premises at Teesta Barrage, Gajoldoba under jurisdiction of Teesta Barrage Electrical Division, Irrigation & Waterways Department, Govt of West Bengal during the year 2024-25."

**EXECUTING DIVISION: Teesta Barrage Electrical Division**

**YEAR: 2024-25**

## **Invitation for EOI / Single stage of Bidding**

The Executive Engineer, Teesta Barrage Electrical Division invites EOIs from prospective bidders ('Bidders') for the work **Supply, installation, testing ,commissioning & maintenance of new CCTV camera for Teesta Barrage main gate & barrage premises along with CCTV network, NVR, CPU & Display for close monitoring of all Barrage gates and premises at Teesta Barrage, Gajoldoba under jurisdiction of Teesta Barrage Electrical Division, Irrigation & Waterways Department, Govt of West Bengal during the year 2024-25**. The successful Bidder will carry out the scope of work in accordance with the specifications provided in a detailed Request for e-NIT document which will be brought out by the Executive Engineer, Teesta Barrage Electrical Division in later stage after obtaining administrative approval of the work. Now, Executive Engineer, Teesta Barrage Electrical Division seeks EOI for budgetary quotes from Bidders of repute for the above work from Bidders who meet the pre-qualification criteria specified in this document will be short-listed to have comparison of cost between various prospective bidder. In case of non compliance they may offer their own solution.

## **2.0 Introduction to the project**

Irrigation & Waterways Department, Govt of West Bengal has undertaken the measures for irrigation, control, conservation and utilization of water resources throughout the state. In addition to that, Department has to maintain flood & drainage congestion. It has been maintaining 10400 KM of river embankment & 8300 KM of drainage channel in urban, semi urban and rural area. In addition to that this department maintaining 11 nos. major drainage pumping stations and irrigation colonies, inspection bungalows located at different districts of the state.

The project is introduced for improvement of water quality used for drinking and as well as domestic purpose at Irrigation Colony, Tinbatti, Siliguri and office, bungalows and fielf hostels by installing new standard type Iron Removal plant with treatment comprising aeration, dual media filtration (adsorptive filtration) and chemical disinfection adopting suitable technology.

## **3.0 Indicative scope of work**

Supply, installation, testing ,commissioning & maintenance of new CCTV camera for Teesta Barrage main gate & barrage premises along with CCTV network, NVR, CPU & Display for close monitoring of all Barrage gates and premises at Teesta Barrage, Gajoldoba under jurisdiction of Teesta Barrage Electrical Division, Irrigation & Waterways Department, Govt of West Bengal during the year 2024-25.

## **5.0 Instructions to Bidders**

5.0.1 Bidders are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the EOI documents with full understanding of its implications.

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- 5.0.2 The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI documents or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of its proposal.
- 5.0.3 For better understanding of work, brief description of work as per our preliminary assessment are given for better understanding of the project. In this stage bidder are requested to propose their work description, with quoting rate , so that in later stage under detailed NIT, complete scope of work and technical specification may be enclosed , so that bid may be evaluated on equal footing.

### 5.1 EOI proposal preparation costs & related issues

- 5.1.1 The Bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by the Purchaser to facilitate the evaluation process, unless explicitly specified to the contrary.
- 5.1.2 Purchaser will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 5.1.3 These Expression of Interest (EOI) are purely for estimation purpose and to know the present market rate and under no circumstance, It shall be construed as quotation for placing the supply order. For competitive bidding separate notice inviting Tender will be published.

### 5.2 Pre-bid Meeting

- 5.2.1 Executive Engineer, Teesta Barrage Electrical Division shall hold a pre-bid meeting (both offline and online) with the prospective Bidders on **03.01.2024 at 15:00 Hrs at O/O Executive Engineer, Teesta Barrage Electrical Division, Teesta Administrative Building, Tinbatti, Siliguri-734005**. The Bidders will ensure that their queries with regard to the EOI, to be addressed by the EOI issuing Authority during the Pre-Bid meeting shall reach by post, facsimile or email on or before **29.12.2023 at 17:00 Hrs** to the officer whose details are provided below :

**Executive Engineer**

**Teesta Barrage Electrical Division**

**Teesta Administrative Building, Tinbatti, Siliguri-734005**

**Email Id: [eebed@gmail.com](mailto:eebed@gmail.com), [ee-teestabedvn@wbiwd.gov.in](mailto:ee-teestabedvn@wbiwd.gov.in)**

**Mobile No. : 9476155032/ 9875503310**

### 5.3 Responses to pre-bid queries and issue of corrigendum

- 5.3.1 The EOI issuing authority will endeavor to provide timely response to all queries. However, the department makes no representation or warranty as to the completeness or accuracy of any response made in good faith.
- 5.3.2 At any time prior to the last date for receipt of bids, EOI inviting authority may, for any reason, whether at its own initiative or in response to a clarification requested by a

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prospective Bidder, modify the EOI document by issuing a corrigendum.

5.3.3 The corrigendum (if any) & clarifications to the queries from all Bidders will be posted on the <<https://wbtenders.gov.in>>, ([www.wbiwd.gov.in](http://www.wbiwd.gov.in)) and emailed to all participants of the pre -bid conference.

5.3.4 Any such corrigendum shall be deemed to be incorporated into this EOI.

5.3.5 In order to afford prospective Bidders reasonable time in which to take the corrigendum into account in preparation of their bids, Purchaser may, at its discretion, extend the last date for the receipt of EOI Bids.

### 5.4 Right to terminate the EOI process

5.4.1 EOI issuing authority may terminate the EOI process at any time without assigning any reason. EOI issuing authority makes no commitments, expression or implied that this process will result in a business transaction with anyone.

### 5.5 Bid Submission Procedure

#### <Option 1: In case of Online Submission on e-Procurement portal>

Bidders should submit their responses to an EOI as per the procedure specified in the e - Procurement portal (*specify URL*) being used for this purpose. *Generally, the items to be uploaded on the portal would include all the related documents mentioned in this EOI , such as:*

- Tender Fee ( in this case, no EMD is required )
- Pre-qualification response
- Additional certifications/documents Eg. Power of Attorney, CA certificates on turnover, etc.

*However, each of the above documents must be uploaded in the format specified for this purpose and as per the specified folder structure in the e-Procurement portal.*

*The bidder must ensure that the bid is digitally signed by the Authorized Signatory of the bidding firm and has been duly submitted (frozen) within the submission timelines. The Department will in no case be responsible if the bid is not submitted online within the specified timelines.*

All the pages of the Proposal document must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bidder's Proposal.

**OR**

#### <Option 2: In case of physical submission of bids at office of Executive Engineer >

- a. Bids shall be submitted in a single sealed envelope and superscripted <Name of the Work > and <Reference EOI No.>. This envelope should contain two hard copies of EOI proposal marked as "First Copy" and "Second Copy" and one soft copy in the form of a non-rewriteable Compact Disc (CD). CD media must be duly signed using a permanent pen/ marker and should bear the name of the Bidder. **Bids are to be dropped in tender box kept in the O/O Executive Engineer, Teesta Barrage Electrical Division,**

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### **Tinbatti, Siliguri – 734005.**

- b. Bids shall consist of supporting proofs and documents as defined in the Pre - qualification section.
- c. Bidder shall submit all the required documents as mentioned in the Appendix including various templates (Form 1 to Form4). It should be ensured that various formats mentioned in this EOI should be adhered to and no changes in the format should be done.
- d. Envelope should indicate clearly the name, address, telephone number, Email ID and fax number of the Bidder.
- e. Each copy of the EOI should be a complete document and should be bound as a volume. The document should be page numbered, must contain the list of contents with page numbers and shall be initialed by an authorized representative of the Bidder.
- f. Different copies must be bound separately.
- g. Bidder must ensure that the information furnished by him / her in respective CDs is identical to that submitted by him in the original paper bid document. In case any discrepancy is observed by the authority in the contents of the CDs and original paper bid documents, the information furnished on original paper bid document will prevail over the soft copy.
- h. EOI document submitted by the Bidder should be concise and contain only relevant information as required under the EOI Bids shall consist of supporting proofs and documents as defined in the Pre - qualification section.
- h. Bidder shall submit all the required documents as mentioned in the Appendix including various templates (Form 1 to Form4). It should be ensured that various formats mentioned in this EOI should be adhered to and no changes in the format should be done.
- i. Envelope should indicate clearly the name, address, telephone number, Email ID and fax number of the Bidder.
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- k. Different copies must be bound separately.
- l. Bidder must ensure that the information furnished by him / her in respective CDs is identical to that submitted by him in the original paper bid document. In case any discrepancy is observed by the Purchaser in the contents of the CDs and original paper bid documents, the information furnished on original paper bid document will prevail over the soft copy.
- m. EOI document submitted by the Bidder should be concise and contain only relevant information as required under this EOI.

### **5.6 Short listing criteria**

- 5.6.1 Purchaser will shortlist Bidders who meet the pre-qualification criteria mentioned in this EOI.
- 5.6.2 Any attempt by a bidder to influence the bid evaluation process may result in the rejection of its EOI proposal.

### **5.7 Evaluation Process**

- 5.7.1 The Executive Engineer, Teesta Barrage Electrical Division, Siliguri will constitute a committee to evaluate the responses of the Bidders in response to this EOI document.
- 5.7.2 Each of the responses shall be evaluated to validate compliance of the Bidders according to the pre-qualification criteria, forms and the supporting documents specified in this EOI document.
- 5.7.3 The decision of the Tender Committee in the evaluation of responses to the EOI shall be final. No correspondence will be entertained outside the evaluation process conducted by the Purchase Committee.
- 5.7.4 The Tender Committee may ask for meetings with the Bidders to evaluate its suitability for the assignment
- 5.7.5 The Tender Committee reserves the right to reject any or all proposals.

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### 5.8 Pre-qualification evaluation criteria

#	Basic requirement	Specific requirements	Documents required
1	Legal Entity	<ul style="list-style-type: none"> <li>- Should be a company registered under the provisions of the Indian Companies Act, 2013 or a partnership firm registered under the Indian Partnership Act, 1936 or the Limited Liability Partnerships Act, 2008.</li> <li>- Registered with the GST authorities.</li> <li>- Should have been operating for the last three years.</li> </ul>	<ul style="list-style-type: none"> <li>- Certificate of incorporation / Partnership deed</li> <li>- GST registration</li> <li>- Certificate of commencement of business (if applicable)</li> </ul>
2	Board resolution / Power of attorney in favour of authorised signatory	A board resolution OR power of attorney in the name of the person executing the bid, authorizing the signatory to commit the Bidder.	Board resolution; <b>OR</b> Power of attorney with appropriate supporting documents
3	Sales turnover	<p>Annual sales turnover generated from services related to system integration during each of the last three financial years (as per the last published Balance sheets), should be at least INR <b>&lt;value in numbers and words&gt;</b>.</p> <p>This turnover should be on account of Information Communication Technology (ICT) systems development and implementation (i.e. revenue should be on account of system integration/turnkey solutions or products and their associated maintenance or implementation services, packaged software etc.) only</p>	<p>Extracts from the audited balance sheet and profit &amp; loss;</p> <p><b>OR</b></p> <p>Certificate from the statutory auditor</p>
4	Technical capability	<p>Bidder must have <b>successfully completed at least the following numbers of work for Manufacturer, supply of floating trash skimmer equipment (with or without O&amp;M)</b> of value specified herein:</p> <ul style="list-style-type: none"> <li>- One project of similar nature not less than the amount <b>&lt;value equal to 80% of quoted cost&gt;</b>; OR</li> <li>- Two projects of similar nature not less than the amount <b>equal &lt;value equal to 60% of quoted cost cost&gt;</b>; OR</li> <li>- Three projects of similar nature not less than the amount equal <b>&lt;value equal to 40% of quoted cost</b></li> </ul>	<p>Completion certificates from the competent authority; OR</p> <p>Work order + Self certificate of completion (Certified by the statutory auditor)</p>

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5	Debarment	<i>Debarment should used as a mandatory Pre-Qualification criterion to restrict organizations that have been either debarred by by the tendering department for breach of ethical conduct or fraudulent practices, etc. as specified in Rule 151 of GFR.</i>	Self Certified letter that the bidder (or any of its successor) is not in the active debarred list published by: a) Central/ State Public Procurement Portal; and
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### 5.9 Examination of Bids and Determination of Responsiveness

The Bid evaluation committee (TEC) will evaluate whether each Bidder is satisfying the eligibility and qualifying criteria prescribed in the pre-qualification document and declare names of the qualified Bidders.

Prior to the details evaluation, the tender accepting authority will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. For that purpose a separate sheet for **Guaranteed Technical Particulars** are attached.

Assessment: The detailed assessment for pre-qualification shall be based on the following information submitted by the Bidder:

1. Data submitted in prescribed format given in tender documents.
2. Bidder's techno-commercial proposals for carrying out the entire works in accordance with the specifications in this document.

The techno-commercial submissions must principally demonstrate the adequacy of bidders' appreciation of the:

- The project
- Design and detail engineering
- The methods proposed for mobilization and establishment of site installation and for the timely completion, testing and commissioning and O&M of the project.
- The arrangements for the logistic support for completion, testing and commissioning of all works of the project.
- Requirements of the Department.

Bidders are advised to note that the evaluation of techno-commercial bids will be based on the detailed examination of the submittals and would be carried out mainly on the basis of the following principal aspects of the techno-commercial bids.

- (i) Financial Strength
- (ii) Experience of Similar Class of work
- (iii) Performance of Work
- (iv) Personnel & Establishment
- (v) Plant and Equipments.
- (vi)



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### 5.10 FOMAT FOR LETTER OF RESPONSE ( ANNEXURE-A) ( ANNEXURE-A)

To  
The Executive Engineer  
Teesta Barrage Electrical Division  
Irrigation & Waterways Directorate  
Teesta Administrative Building  
Tinbatti, Siliguri

#### **Sub: - RESPONSE TO – EOI**

Dear Sir ,

1. We, the undersigned , offer the following information in response to the Expression of Interest sought by you vide your EOI – No. .... Dated ....
2. We are duly authorized to represent and act on behalf of \_\_\_\_\_  
(here in after the “respondent”)
3. We have examined and have no reservations to the EOI Document including Addenda No(s)  
\_\_\_\_\_
4. I/We understand that
  - a) This EOI is intended to procure CCTV by Irrigation and waterways Department , Govt. of West Bengal.
  - b) Irrigation and waterways Department , Govt. of West Bengal may float a separate Tender ( based on their requirement ) , with all conditions like Eligibility Criteria , and our participation in this EOI doesn’t guarantee any qualification to that tender .
5. We are attaching with this letter , the copies of original documents defining :-
  - a) The Respondent’s legal status ;
  - b) Its principal place of business;
  - c) Its place of incorporation (if respondents are corporations); or its place of registration ( if respondents are cooperative institutions, partnerships or individually owned firms );
  - d) Self-certified financial statements of Last three years, clearly indicating the financial turn over and net worth.
  - e) Copies of any project undertaken for the last 5 years, in any Govt department .
6. We shall assist Irrigation and waterways Department, Govt. of West Bengal its authorized representatives to obtain further clarification from us , if needed .
  - a) Executive Engineer of Teesta Barrage Electrical Division is authorized representative may contact the following nodal persons for further information on any aspects of the Response :

Sl No.	Contact Name	Address	Telephone	E-mail

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7. This application is made in the full understanding that:
- Reserves the right to reject or accept any or all applications , cancel the EOI and subsequent bidding process without any obligations to inform the respondent about the grounds of same .
  - We confirm that we are interested in participating in the selection process through this EOI .
8. We certify that our turnover and net worth in the last three years is as under :

Financial Year	Turn over	Net worth

9. In response to the EOI we herby submitting the following details annexed to this application :
10. The undersigned declare that the statements made ad the information provided in the duly completed application are complete , true , and correct in every detail . We also understand that in the event of ant information furnished by us being found later on to be incorrect or any material information having been suppressed , may delete our name from the list of potential bidders. We further understand that Irrigation and waterways Department , Govt. of West Bengal will give first preference to the applicants considered relevant for the purpose .

Yours sincerely ,

(sign)

Name

In the Capacity of

Duly authorized to sign

The response for and on behalf of

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### 5.12 Details Scope of works

#### 5.12.1 Conditions for Non -Comprehensive Maintenance of CCTV system during initial warranty period of 12 months after commissioning of the machine

- 5.12.1.1 No cost will be paid to agency during 1<sup>st</sup> year maintenance period after completion of installation.
- 5.12.1.2 Normally, system shall be kept ready for working of 24 x 7.
- 5.12.1.3 In this period agency will replace equipments if any defect found in any installed equipments.
- 5.12.1.4 Downtime is defined as non availability of equipment for its intended use. Maximum downtime allowed per year shall be 15 days or 360 hrs including both schedule maintenance and failures.
- 5.12.1.6 Beyond the above defined downtime, the penalty shall be @ **Rs. 2,000 per day.**

#### 5.12.2 Annual maintenance contract conditions .

- 5.12.2.1 AMC consists of cost of service Engineer for attending the recommended preventive maintenance schedule and Failure of CCTV system. The cost of service Engineer under AMC shall be inclusive of all expenses viz. travel, boarding, lodging etc.
- 5.12.2.2 Agency will provided all materials to repair / replace equipments if failure found.
- 5.12.2.3 AMC shall cover preventive (minimum 6 visits in Month) and break down repair of the equipment as and when required. Service Engineer shall report within 72 hours of intimation by the EIC.
- 5.12.2.4 Rates of AMC are to be quoted in Indian Rupees only and no price variation is permitted on AMC charges.
- 5.12.2.5 Agency should store spare materials at work site at least **15%** of installed equipments for immediate problem solution.

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**Memo No: 672/1(3)**

**Date: 26.12.2023**

Copy forwarded for information and taking necessary action please for wide publication to :-

1	The Chief Engineer, Mech & Elect , I&W Directorate, 2 <sup>nd</sup> Floor, Jalsampad Bhawan, Govt of West Bengal.
2	The Superintending Engineer, North Bengal Mechanical Electrical ,Tinbatti, Siliguri.
3	Office Notice board.

**Sd/-**

**Executive Engineer**

**Teesta Barrage Electrical Division**

**Tinbatti, Siliguri**

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