WEST BENGAL STATE ELECTRICITY TRANSMISSION COMPANY LIMITED

TENDER DOCUMENT FOR SUPPLY AND INSTALLATION OF AutoCAD Software

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NIT No. CE(P)/WBSETCL/AutoCAD/24-25/01 dated 09.07.2024

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Office of the Chief Engineer (PROCUREMENT)
WEST BENGAL STATE ELECTRICITY TRANSMISSION COMPANY LIMITED
CIN: U40101WB2007SGC113474
Regd. Office: Vidyut Bhavan (10TH Floor), Block-'B',
Bidhannagar, Block-DJ, Sector-II : Kolkata : 700 091
Ph No: (033) 2359-1956; Fax: (033) 2359-1894;
E-mail: procurement.hq@wbsetcl.in Website: www.wbsetcl.in

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These documents are meant for the exclusive purpose of bidding against this NIT and shall not be transferred, reproduced or otherwise used for purposes other than that for which they are specifically issued.

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Section I - NOTICE INVITING e-TENDER

ABRIDGED NOTICE INVITING e-TENDER

WEST BENGAL STATE ELECTRICITY TRANSMISSION COMPANY LIMITED

(A Govt of West Bengal Enterprise)

Issuing deptt.: *Office of the Chief Engineer (Procurement)*
CIN: U40101WB2007SGC113474
Regd. Office: Vidyut Bhavan (10TH Floor), Block-'B',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091
Ph No: (033) 2359-1956; Fax: (033) 2359-1894;
E-mail-procurement.hq@wbsetcl.in
Website - www.wbsetcl.in

NOTICE INVITING e-TENDER

For

Supply and Installation of AutoCAD Software

[Open Domestic Competitive Bidding]

NIT No. CE(P)/WBSETCL/AutoCAD/24-25/01 dated 09.07.2024
WBSETCL invites e-tender for **Supply and Installation of AutoCAD Software**
.

Interested bidders may obtain bidding documents by registering themselves to the e-tendering portal (https://wbtenders.gov.in or https://etender.wb.nic.in) and thereby downloading the bidding documents from 09.07.2024 11:00 A.M. and shall be submitted (online) up to 04.00 P.M. on 07.08.2024.

Detailed NIT may also be seen & downloaded from WBSETCL website (www.wbsetcl.in).

DETAILED NOTICE INVITING e-TENDER

WEST BENGAL STATE ELECTRICITY TRANSMISSION COMPANY LIMITED

(A Govt of West Bengal Enterprise)

Office of the Chief Engineer (Procurement)
CIN: U40101WB2007SGC113474
Regd. Office: Vidyut Bhavan (10TH Floor), Block-'B',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091
Ph No: (033) 2359-1956; Fax: (033) 2359-1894;
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NOTICE INVITING e-TENDER

For

Supply and Installation of AutoCAD Software
[Open Domestic Competitive Bidding]

NIT No: CE(P)/WBSETCL/AutoCAD/24-25/01 dated 09.07.2024

1.0 ***WBSETCL*** invites single stage two folders bids from eligible and qualified bidders through e-tender for **Supply and Installation of AutoCAD Software** as appended below:-

Sl. No.	Description of Equipment / Materials	Unit of Measure	Quantity
1.	**AUTODESK AutoCAD 2024/ Latest (full version as per OEM website)** – *New Purchase for Commercial Use, Single User License, 3 Years Subscription, Electronic License Delivery*. (Including installation & allied services as per NIT terms)	Nos.	02 (Two)
2.	**AUTODESK AutoCAD LT 2024/ Latest** – *New Purchase for Commercial Use, Single User License, 3 Years Subscription, Electronic License Delivery*. (Including installation & allied services as per NIT terms)	Nos.	08 (Eight)

Scope of Work:

(i) Prior to delivery of the Softwares, one Inspection of existing Windows workstations for checking adequacy and suitability must be carried out by the Bidder. In case not suitable, the bidder must propose suitable workstation specifications for purchase.

(ii) Delivery shall be within 15 days of availability of the Workstations, where the softwares are to be installed.

(iii) Post-delivery Software Installation, Configuration & Activation onto the designated Workstations is to be done by the bidder's technical personnel who is proficient in installation, administration, and operation of AUTODESK AutoCAD.

(iv) Post-Installation demo usage to the end-users and a short feature orientation / training for the software must be provided by the bidder on a mutually agreed date.

(v) Local Technical Support should be provided by Bidder for 30 days post User Acceptance Testing (UAT).

(vi) The offered product must have support from OEM for Unlimited updation for Patches and Bug fixes during Subscription period; Feature updates and Unlimited upgradation of version within support period must be offered.

(vii) During Installation, Configuration, Activation, Demonstration and UAT, internet must be arranged by the vendor through their own cost and responsibility.

(viii) All Licenses must be in the name of IT Department, WBSETCL, and the same must be reflecting in the portal of the OEM. Post delivery all relevant manuals and documentation in soft-copy must be submitted.

(ix) License certificate mentioning license key and ID password valid for 3 Years.

(x) A listing of workstations, with their existing specifications and installed AutoCAD keys, duly verified by the workstation user and the concerned department Head is to be submitted to the controlling officer.

2.0 Detailed Specifications, scope of Works and services and terms and conditions thereof are given in the bidding documents, which are available at the online e-tendering portal https://wbtenders.gov.in as per the following schedule:

Bidding document No	:	CE(P)/WBSETCL/AutoCAD/24-25/01 dated 09.07.2024.

Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	:	09.07.2024 from10:00 A.M.
Documents download start date (Online)	:	09.07.2024 from 11:00 A.M.
Request for clarifications in hard and soft copy(Email), if any on the bidding documents, to be sent to the address/email given in clause 7.0	:	Up to 12.07.2024 by 05:00 P.M.
Pre-bid meeting to be held at Office of the Chief Engineer (Procurement), 10th Floor, B-Block Bidyut Bhawan.	:	18.07.2024 at 11:30 A.M.
Bid submission start date (On line)		01.08.2024 from 10:00 A.M.
Last Date of submission of original copies for **Bid Security - documentary evidence of online submission like UTR etc**, Original Power of Attorney & Affidavit regarding Eligibility (**duly notarized**) OR a valid General Power of Attorney in favour of Signatory of the	:	Up to 08.09.2024 by 3:00 P.M.
Bid Submission closing (On line)	:	07.08.2024 up to 4:00 P.M.
Opening of bid (Online) [Techno-commercial bid]	:	09.08.2024 from 4:00 P.M.
Date of uploading list for Technically Qualified Bidder(online)	:	Will be uploaded after completion of the Techno-commercial evaluation.
Opening of Price bid (Online)	:	The bidders shall be informed of the date & time of the opening of the price bid at a later stage after techno-commercial evaluation
Cost of bidding document (inclusive of GST) [Non-refundable] :	:	**NIL**
Completion time of the Works and services	:	**15 days from the placement of PO**

In the event of e-filling, intending bidder may download the tender documents from the website https://wbtenders.gov.in directly with the help of Digital Signature Certificate. ~~Necessary cost of tender documents (tender fees) as mentioned above may be remitted through in the form of a Demand Draft/ Pay order/ banker's cheque payable at Kolkata drawn in favour of "WEST BENGAL STATE ELECTRICITY TRANSMISSION COMPANY LIMITED" from any scheduled commercial bank and also to be documented through e-filling. The original Demand Draft / Pay Order against tender fees (As per Annexure-7 if in the form of Bank Guarantee) [As Statutory Document] should be submitted physically(offline) to the Office of The Chief Engineer, Procurement Department ,WBSETCL under sealed cover on or before the scheduled date & time as specified above.~~

~~*The Tender Fees will also be accepted through **NEFT mode**, over and above the existing modes such **Banker's Cheque, Demand Draft and Pay Order**.*~~

~~*Against Tender Fees, if submitted through NEFT mode, the details of the Transaction containing UTR Number, amount, date of transaction, Beneficiary account holder name & number etc. issued by bank must be submitted along with other original documents as asked for* ***along with GST Certificate*** *and also to be uploaded online in respective folder* ***along with GST Certificate****.*~~

~~For **NEFT Transfer** the Bank details of WBSETCL is given below:~~
~~Name of the Bank: **State Bank of India**~~
~~Branch: **Industrial Finance Branch, 4th & 5th Floor, Jeevan Deep Building, 1, Middleton Street, Kolkata 700071**~~
~~Account No.: **41456850307** and IFSC: **SBIN0001936**~~

~~**NB: For submission of Tender Fee through either NEFT mode or Banker's Cheque/ Demand Draft/ Pay Order, bidders will have to opt for tender fee Exemption in e-tender portal and upload scanned copy of tender fee along with requisite testimonials. Payment of Tender fee through Online Mode of NIC portal is not applicable.~~ ——**NOT APPLICABLE FOR THIS TENDER**

3.0 Uploading of bidding documents shall not automatically construe that the bidder fulfils the Qualifying Requirements which shall be determined during bid evaluation based on data / documents submitted by the bidder. No request for sending the bid documents by post or by courier service shall be entertained. Bid documents are not transferable.

4.0 **All bids shall remain valid up to a minimum period of 90 days from the next day of price bid opening date.**

5.0 The purpose of the pre-bid meeting will be to clarify the scope of supply, and any issues regarding the bidding documents and the Technical Specifications, if raised at that stage by the bidders. The WBSETCL shall not be under any obligation to entertain /respond to suggestions made or to incorporate modifications sought for by the prospective bidders during the pre-bid meeting or thereafter.

6.0 All bids must be supported by **bid security** for an amount of **Rs 13,452/-** only (**Rupees Thirteen Thousand Four Hundred and Fifty Two only**).

6.1 **EMD is to be submitted as per following guidelines:**

a. A bidder desirous of taking part in a tender invited by Offices of WBSETCL shall login to the e-Procurement portal of Government of West Bengal https://wbtenders.gov.in using his login Id and password.
b. The bidder shall select the tender to bid and initiate payment of EMD. Following payment options are available for paying EMD amount through online mode:

i. Net-banking through Payment Gateway.

ii. **Submission of EMD through BG:** For submission of EMD in the form of BG, bidders will have to opt for EMD Exemption in e-tender portal and upload scanned copy of BG along with requisite testimonials for proportional EMD in the EMD exemption document upload section.

EMD in the form of Bank Guarantee shall remain valid for a period of 240 days from the date of opening of Bids with a claim period of another 90 days thereafter. Bidders must submit the Bid security physically within the stipulated date as above at the office of the Chief Engineer (Procurement), 10th Floor, B-Block, Bidyut Bhawan and also to be documented along with the bid and submitted online. Non-submission of the acceptable bid security, in a sealed cover or submission of bid security of inadequate value shall be rejected by the WBSETCL and in such cases bids shall be considered as non-responsive.

For preparation of BG the Bank details of WBSETCL is given below:

NAME OF THE BANK	SBI
ADDRESS OF THE BANK	Industrial Finance Branch Kolkata, 4th & 5th Floor, Jeevan Deep Building,1, Middleton Street, Kolkata, West Bengal-700071
ACCOUNT NO	**41456850307**
IFS CODE	SBIN0001936

c. EMD amount can be paid either in online mode or submitted through Bank Guarantee (BG) in full. **Partial payment through online mode and remaining submission through BG is not allowed.**

d. General Instructions for Online Payment:

i. The bidder will have to mandatorily pay through Net-banking facility once Net-banking mode is opted for payment.

ii. Only a single value can be entered as EMD amount in e-tender portal for each tender. However, in case tender has fixed EMD on line item (multiple items) basis, then, for the cases when actual EMD value calculated as per NIT by the bidder is less than the one mentioned in e-tender portal, bidders shall mandatorily opt for Exemption for payment of actual EMD amount and upload the requisite testimonials for proportional EMD and its proportional amount is to be paid in the form of BG.

iii. The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.

e. Refund/Settlement of EMD Amount:

i. For unsuccessful bidders, EMD amount submitted against the tender shall be refunded automatically, through an automated process, by NIC portal on receipt of updated status of any bid.
ii. For successful bid(s), EMD will be refunded from WBSETCL authority after completion of tendering process and following due procedures.
iii. The bank account used for payment of EMD by the bidders shall be maintained operative until the completion of tendering process. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD has been initiated.
iv. For any queries related to payments and refunds, bidders will have to communicate with ICICI Customer Support, viz, 9836547326/ 8017094744 since payment gateway facility used by E-tender portal is maintained by ICICI.

NB: It is stated herein that presently, Nodal Bank nominated by the Govt. of West Bengal is ICICI Bank Ltd. in the NIC Portal. However, the Bank may change based upon change of nomination by the Govt. of West Bengal from time to time.

7.0 **Qualifying Requirements for bidders:**

7.1. Following shall be the qualification requirements:

Technical Qualifying Requirements:

(i) The bidder must have been authorised by the OEM for bid specific quotation for this procurement, through MAF.

(ii) The bidder must have one person in its payroll proficient in installation, administration, and operation of AUTODESK AutoCAD.

(iii) The bidder must have experience in imparting training to clients on AutoCAD products.

(iv) The offered product must have support from the OEM for Unlimited updation for Patches and Bug fixes during Subscription period; Feature updates and Unlimited upgradation of version within support period must be offered.

Financial Qualifying Requirements:

a. Liquid Asset at the end of last financial year shall not be less than Rs 3,36,300.00 [Three Lakh Thirty Six Thousand and Three Hundred only]. Bidder shall have Liquid Asset (L.A) and/ or evidence of access to or availability of credit facility of equivalent amount.

b. Minimum Average Annual Turnover (turnover from business activities

only) for best three (3) years out of the last five (5) financial years for which the audited accounts are available shall not be less than Rs 20,17,800.00 [Twenty Lakh Seventeen Thousand and Eight Hundred only].

c. Net Worth at the end of last financial year shall be positive.

7.2. The bidder shall furnish, as part of his techno-commercial bid, documents establishing the bidder's qualifications. In particular, the following documents need to be submitted by the bidder:

a. Audited Annual Accounts of the company for the last five (5) years (in case of companies)

or

IT Return duly acknowledged by the tax department for the last five (5) years (in case of bidders other than companies)

b. Copies of Professional Tax Clearance Certificate, E.S.I and E.P.F registration numbers, PAN and/or TAN Card, , Registration Certificate (Form GST REG - 06) issued under Goods and Services Tax Laws.

7.3. **[Statutory documents]:-**In addition to above, the bidder shall also be required to meet the eligibility conditions and upload a scanned & digitally signed copy of Power of Attorney in favour of Signatory of the Bid as per Annexure: 4 OR a valid General Power of Attorney in favour of Signatory of the Bid, A Declaration regarding Eligibility (duly notarized) as per Annexure: 6 of Section VI of the bidding documents of the bidding documents. Failing to comply with any of the qualifying requirements will make the bidder ineligible for further techno-commercial and price evaluation.

N.B.: ***The Original Power of Attorney in favour of Signatory of the Bid as per Annexure: 4(duly notarized) OR a valid General Power of Attorney in favour of Signatory of the Bid(duly notarized), a Declaration regarding Eligibility (duly notarized) as per Annexure: 6 of the bidding documents shall be submitted physically in a sealed envelope to the Office of The Chief Engineer, Procurement Department, WBSETCL under sealed cover on or before the scheduled date & time as specified above.***

7.4. Notwithstanding anything stated herein, WBSETCL reserves the right to inquire and review the bidder's capability and capacity to execute the required Works and services.

8.0 WBSETCL reserves the right to accept or reject any bid partly or fully or cancel the bidding process without assigning any reasons there for and in such case no bidder shall have any claim arising out of such action.

9.0 Address for Communication :

The Chief Engineer (Procurement),
WEST BENGAL STATE ELECTRICITY TRANSMISSION COMPANY LIMITED
CIN: U40101WB2007SGC113474
Regd. Office: Vidyut Bhavan (10TH Floor), Block-'B',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091
Ph No: (033) 2359-1956; Fax: (033) 2359-1894;
E-mail:- *prebidquieries@gmail.com*
Website- *www.wbsetcl.in*
GSTIN of WBSETCL: 19AAACW6952G1Z0