

ANNEXURE

SECTION V-A

1. Bid Proposal

To,

The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

Sub: Proposal for service of against NIT no.

Dear Sir,

We, the undersigned bidder, having read and examined in detail the specifications and the terms and conditions in the bidding documents do here by submit our bid for the subject NIT as per the following details:

1.	Name of bidder Office Address Tel.No.: Fax No.: E-mail:	
2.	Address of Office (Within West Bengal): Tel.No.: Fax No.: E-mail:	
3.	(i) GST Registration No	

Annexure-1

4.	TAN No.: (a copy of certificate to be enclosed)	
5.	Category of Organization (SSI/Medium/Large Unit).	
6.	Offer validity	Agreed to the validity period specified by WBSETCL in detailed NIT clause 6.0
7.	Whether bidder agrees to	
a	Terms and Procedure of settlement of claim (GCC 9)	
b	Performance Guarantee (GCC 10)	

Date:

Place:

(Signature).....

(Name).....

(Designation).....

(Seal).....

2. Power of Attorney in favour of Signatory of the Bid

(To be executed on non-judicial stamp paper of appropriate value)

KNOW ALL MEN BY THESE PRESENTS THAT WE,[insert the name of the Bidder]..... a Company incorporated under the Companies Act, 1956 and having its registered office at[insert address]..... (hereinafter referred to as the Bidder) having been authorized by the Board of Directors of the Company, inter alia, to execute contracts in the name of and for and on behalf of the Company. I[insert name of the person giving the power of attorney] presently holding the position of (insert designation of the person giving the power of attorney).....in the company do hereby constitute, appoint and authorize Shri(insert name, designation and residential address of the person to whom the power of attorney is being given)..... as our true and lawful attorney to do in our name and on our behalf all such acts, deeds, things necessary and incidental for submission of our bid against NIT no. floated by WBSETCL. I hereby further authorize the above attorney for signing and submission of the bid and all other documents, information related to the bid including undertakings, letters, certificates, declarations, clarifications, acceptances, guarantees, any amendments to the bid and such documents related to the bid, and providing responses and representing us in all the matters before the Purchaser in connection with the Bid for the said tender till the completion of the bidding process.

I accordingly hereby nominate, constitute and appoint above named severally, as my lawful attorney to do all or any of the acts specifically mentioned immediately herein above.

WE do hereby agree and undertake to ratify and confirm whatever either of the said Attorney shall lawfully do or cause to be done under and by virtue of this power of Attorney and the Acts of Attorney to all intents and purposes are done as if I had done the same on behalf of the Company if these presents had not been made.

IN WITNESS whereof I,have executed these presents this theday ofat

.....
EXECUTANT
Designation.....

Name of Company.....

.....

Specimen Signature of Attorney

Name.....

Designation.....

Annexure-2

Signature of the Attorney

Attested

.....

EXECUTANT

Name.....

Designation.....

Office Seal.....

3. Qualification Criteria

Bidder's Name and
Address

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

Dear Sir,

We seek qualification under NIT No -----and our qualification data in support thereof is enclosed in the following Forms:

1.	Annexure 3A	:	Details for meeting financial qualification requirements
2.	Annexure 3B	:	Details for meeting technical qualification requirements
3.	Annexure 3C	:	Present Order Book position

We further understand and agree that any misleading or false information furnished by us may result in summary rejection of our bid.

Date: (Signature).....

Place: (Name).....

(Designation).....

(Seal).....

Note: The Bidder shall enclose relevant documents like copies of self-attested purchase order, completion certificates, agreements etc. supporting the details/data provided in Annexure - 3A to 3C.

Annexure-3A: Details for meeting financial qualification requirement

NIT No: **GM (HR&A)/WBSETCL/ Med. Ins/ 2020-21/36** Date **24.08.2020**

Bidder's Name and address:

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

Dear Sirs,

To satisfy the requirements stipulated in the Bidding Documents, we provide the following details.

We confirm that our average annual turnover during the preceding three financial years as on date of bid opening is not less than.....(insert the amount as per NIT). In support of above, we are enclosing [*Balance Sheets and Profit & Loss Account duly certified by the statutory auditors, IT Return duly acknowledged by the tax department, or any other documents to be inserted as applicable*] We are also enclosing authenticated copies of original documents defining the legal status, place of registration and principal state of business.

Sl. No	Financial Year	Amount in INR
1.	201-17	
2.	2017-18	
3.	2018-19	
4.	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 as on date of Bid Opening.	
5.	Net Worth as at the end of the financial year immediately preceding the date of bid opening	
6.	Liquid Asset as at the end of the financial year Immediately preceding the date of bid opening	
7.	We have enclosed [Balance Sheets and Profit & Loss Account certified by the statutory auditors/ IT Return duly acknowledged by the tax department] for the above mentioned financial years	Yes/No
8.	We have enclosed authenticated copies of original documents defining the legal status, place of registration and principal state of business.	Yes/No

Date: (Signature).....
Place: (Name).....
(Designation).....
(Seal).....

Annexure-3B: Details for meeting technical qualification requirement

NIT No: **GM (HR&A)/WBSETCL/ Med. Ins/ 2020-21/36** Date **24.08.2020**

Bidder's Name & Address:

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

To satisfy the requirements stipulated in Bidding Documents, we provide the following details.

List of similar orders for similar type of services (Medical Insurance services) covered in the NIT No.....dated..... , executed in last five (5) *years:

Sl. No	Owner/ Client	Customer status	Scope of works/ service	Order Value	Period of contract	Performance/Completion Certificate from client to be enclosed as specified in clause no. 7.2 (i) of Tender document (Yes/No)

**Bidders can choose to mention important assignments executed prior to 5 years*

Date: (Signature).....

Place: (Name).....

(Designation).....

(Seal).....

Note:

- Continuation sheets of like size and format may be used and annexed to this format if required.
- Relevant client certificates or any other documents to be furnished to justify the above data.

Annexure-3C: Present Order Book position

Bidder's Name &Address:

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

List of works under execution and their present status

Sl. No	Owner/ Client	Scope of works/service	Order Value	Period of contract	Supporting documents in regard to extending the benefit of group medical insurance scheme i.r.o. retired employees of any PSU/Govt /MNC etc.

Date: (Signature).....

Place: (Name).....
(Designation).....

(Seal).....

Note:

- Continuation sheets of like size and format may be used and annexed to this Form if required.
- Relevant documents/LOA/Orders to be furnished to justify the data above.

4. Affidavit regarding eligibility

(To be executed on non-judicial stamp paper)

I am the (title) and the duly authorized representative of(Name of the bidder) and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

I solemnly declare and affirm that neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, or any of its employees:

- a) Is not debarred from participation in any public procurement by any Competent Authority as per law
- b) Is not insolvent or is in receivership or is bankruptoris in the process of being wound up, or have entered into an arrangement with creditors
- c) Have not been found guilty of professional misconduct by a recognized tribunal or professional body or any Government authority or judiciary;
- d) Have fulfilled obligations with regard to the payments of taxes, or other payments due in accordance with the laws India

Further, I also declare that the affairs of the business are not being administered by a court, judicial officer or by an appointed liquidator; and the company has not suspended business or is in any analogous situation arising from similar procedures under the laws and regulations of India.

Verified on this day of of the year..... that the particulars furnished above are true and correct to the best of my knowledge and belief and nothing in material have been concealed or misrepresented therefrom.

.....

(Authorized Representative and Affiant)

(The affidavit may be signed and attested in presence of a Magistrate/Notary)

4a. Litigation History

Name of the Bidder:

Bidder should provide information on any history of litigation or arbitration resulting from contracts executed in the last five (5) years or currently under execution.

Year	Award for or Against Applicant	Name of Client, Cause of Litigation and Matter in Dispute	Disputed Amount (Current Value in Indian Rupees)

5. Technical Compliance Form
[Modify and Insert this annexure, as per specifications]

Bidder's Name & Address:

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

Sl. No.	Technical Specification (Supported by documentary evidence)	Compliance (Y/N)	Cross Reference and Remarks

Date: (Signature).....
Place: (Printed Name)
(Designation).....
(Seal).....

6.Additional Information

Bidder's Name and
Address:

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

Dear Sirs,

Sl. No.	Description of Information	Reference to Bidding documents	Reference to Bid Proposal
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Date: (Signature).....

Place: (Name).....

(Designation).....

(Seal).....

Note:

Continuation sheets of like size and format may be used as per Bidders requirements and shall be annexed to this format.

7.Deviation Sheet

Bidder's Name and
Address

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

Dear Sirs,

[If the bid has any deviation from the Technical Specification, the bidder shall tabulate those deviations here clause by clause]

Sl. No.	Clause No:	Description	Deviation	Remarks

[If the bid has any deviation from the commercial terms, the bidder shall tabulate those deviations here clause by clause]

S. No.	Clause No:	Description	Deviation	Remarks

NOTE: When there is no deviation, this sheet is to be submitted duly signed with an endorsement indicating "No Deviation". Deviations not indicated here will not be taken into consideration.

Annexure-7

Date: (Signature).....

Place: (Printed Name).....

(Designation).....

(Seal).....

SECTION V-B

8. Proposed modifications

Bidder's Name & Address:

To
 The General Manager (HR&A),
 West Bengal State Electricity Transmission Company Limited
 Vidyut Bhavan (10TH Floor), Block-'B',
 Bidhannagar, Block-DJ, Sector-II: Kolkata: 700 091

We have carefully gone through the Technical Specifications and the General Conditions and we have satisfied ourselves and hereby propose certain modifications as mentioned below:

Sl. No.	Sec./Clause & Page No.	Existing Clause	Modified clause (proposed by Bidder)	Reasons for modification

Date: (Signature).....

Place: (Authorized Representative of bidder).....

(Designation).....

Name of the bidder:

Note:

- *This format is to be used for submission of Pre-bid queries only and this will not be considered as bidding document.*

9. Performance Guarantee

(To be stamped in accordance with Stamp Act)

Bank Guarantee No.....

Date.....

To
The General Manager (HR&A),
West Bengal State Electricity Transmission Company
Limited
Vidyut Bhavan (8TH Floor), Block-'D',
Bidhannagar, Block-DJ, Sector-II:Kolkata:700091

Dear Sirs,

In consideration of West Bengal State Electricity Transmission Company Limited (hereinafter referred to as WBSETCL which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to M/s with its Registered/ Head Office at
.....(hereinafter referred to as the 'Bidder' which expressions shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a Purchase Order No.....dated.....valued at.....for.....
(Scope of supply) and the Bidder having agreed to provide a Performance Guarantee in terms of the provisions of the said Order for faithful and due fulfillment of all obligations under the Order equivalent to.....**[insert ten percent(10%) of the said value of the Order]** to the WBSETCL.

We.....(Name and Address) having its Head Office at.....#..... hereinafter referred to as the 'Bank' which expression shall, unless repugnant to the context or meaning thereof include its successors, administrators, executors and assigns), do hereby guarantee and undertake to pay WBSETCL, on demand any and all monies payable by the Bidder to the extent of.....[Rs.....].....as aforesaid at any time up to.....@.....(day/month/year) without any demur, reservation, contest, recourse or protest and without any reference to the Bidder. Any such demand made by WBSETCL on the Bank shall be conclusive and binding notwithstanding any difference or dispute between WBSETCL and the Bidder or any dispute pending before any Court, Tribunal or any other Authority. The Bank undertakes not to revoke this guarantee during its currency without previous consent of WBSETCL and further agrees that the guarantee herein contained shall continue to be enforceable within claim period of ninety (90) days after the validity of this guarantee.

WBSETCL shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance of the Order by the Bidder. WBSETCL shall have the fullest liberty without affecting in any way this guarantee to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Bidder and to exercise the same at any time and any manner, and either to enforce or to forbear to enforce any covenants, contained or implied in the Order between WBSETCL and the Bidder or any other

course of remedy or security available to WBSETCL. The Bank shall not be released of its obligations under these presents by any exercise by WBSETCL of its liberty with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of WBSETCL or any other indulgence shown by WBSETCL or by any other matter or thing whatsoever which under the law would but for this provisions have the effect of relieving the Bank.

The Bank also agrees that WBSETCL at its option shall be entitled to enforce this guarantee against the Bank as a Principal debtor, in the first instance without proceeding against the Bidder and notwithstanding any security or other guarantee that WBSETCL may have in relation to the Bidder's liabilities.

Notwithstanding anything contained herein above liability under this guarantee is restricted to Rs.....and shall remain in force up to and including.....and shall be extended from time to time for such period, as may be desired by M/s.on whose behalf this guarantee has been given.

All rights of WBSETCL under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities there under unless a demand or claim is lodged by WBSETCL under this guarantee against the Bank within ninety (90) days from the above mentioned date or from the extended date.

Dated thisday of20 at

Witness:

..... (Signature) (Signature)
..... (Name) (Name)
..... (Official Address) (Official Address) Authorized vide

Power of Attorney No:.....

Date.....

Note:	1.	(@) This date will be ninety (90) days after the end of Defect Liability Period as specified in the Order (#) Complete mailing address of the Head Office of the Bank to be given
	2.	The Stamp Paper of appropriate value shall be purchased in the name of guarantee is suing Bank or the party on whose behalf the Bank Guarantee is being issued. The Bank Guarantee (BG) shall be issued on a stamp paper of value as applicable in the state of India from where BG has been issued or the state of India from where the BG shall be operated, whichever is higher

LETTER OF PRICE BID

(To be printed on Bidder's Letterhead)

NIT No.: **GM (HR&A)/WBSETCL/ Med. Ins/ 2020-21/36 Date 24.08.2020**

Name of Contract: **Group Medical Insurance Scheme i.r.o retired employees of WBSETCL**

To

The General Manager (HR&A),
West Bengal State Electricity Transmission Company Limited,
Corporate HR&A Deptt., 8th Floor, D-Block,
Vidyut Bhavan, Sector-II, Block-DJ,
Kolkata, West Bengal, Pin-700091

Dear Sir,

I/We thoroughly examined and understood instructions to tenders, terms and conditions of contract, given in the invitation to tender and those contained in the general conditions of contract and its Annexure and agree to abide by them.

I/We, submit the Price Bid for selection of IRDAI approved Public Sector Insurance Company towards extending the benefit of Group Medical Insurance Scheme for retired employees of WBSETCL. Our price bid shall be valid for a period of 120 days from the next date of opening of the price bid in accordance with the Bid Documents and may be extended, if required, at any time before the expiry of the period.

I/We hereby offer to work at the rates given in the Price Bid which is for services mentioned in Section III, which will be firm and shall be binding upon me/us for the entire period of the contract.

As required no documents are being enclosed with Price Bid.

Signature of Bidder with Seal

Name

Capacity to sign the Tender-----

Full postal Address-----

PRICE SCHEDULE / PRICE BID
(To be submitted through E-Tender Portal Only)

NIT No. GM (HR&A)/WBSETCL/ Med. Ins/ 2020-21/36 Date 24.08.2020

Name of Firm M/s. _____

DESCRIPTION	Qty.	Unit Annual Premium (Inclusive of GST and all other taxes) (Rs.)	Total Amount with Taxes (Rs.)	Total Amount In Words (Rs.)
Annual Premium Amount per head (inclusive of GST) against fixed Sum Insured of Rs. 200000.00 per beneficiary	500			

Note:

*Rate of applicable Tax (GST, etc.) may be indicated.

*In case of any discrepancy between the unit price & total price, the "UNIT PRICE" shall prevail.

IN CASE THE BIDDER FURNISHES THE RATE ANYWHERE ELSE IN THE HARD COPY THEN THE BID OF THE BIDDER SHALL SUMMARILY BE REJECTED.

Signature of the Bidder

Seal of the Bidder

Place

Date

Validate

Print

Help

Item Rate BoQ

Tender Inviting Authority: General Manager (HR &A), WBSETCL

Name of Work: Group Medical Insurance Scheme i.r.o retired employees of WBSETCL

NIT No. GM (HR&A)/WBSETCL/ Med. Ins/ 2020-21/36 Date 24.08.2020

Bidder Name :							
PRICE SCHEDULE (SCHEDULE- A)							
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
Sl. No.	Item Description	Quantity	Units	HSN Code/ SAC Code	Unit Annual Premium (Inclusive of GST and all other taxes) (Rs.)	TOTAL AMOUNT WITH TAXES	TOTAL AMOUNT In Words
1.00	Annual Premium Amount per head (inclusive of GST) against fixed Sum Insured of Rs 200000 per beneficiary	500	No.			0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Words			INR Zero Only				