

# WEBEL TECHNOLOGY LIMITED

## NOTICE INVITING e-TENDER

e-Tender are invited for CCTV Security System Feasibility Study, Location Survey of Power Houses and Sub-stations, Detailed Project Report Preparation & Preparation of Tender Documents of DVC.

Bids are invited from reputed bidders having sufficient experience and credentials for successful completion of “**Similar Nature**” of work in a Central/State Government/PSU/Autonomous Body.

|     |   |   |
|-----|---|---|
| 1.  | Tender No. & Date   | WTL/DVC/CCTV/25-26/051 DATED 30.01.2026   |
| 2.  | Tender Version No.  | 1.0   |
| 3.  | Brief description of Job                                    | As-Is study of the Security System through Location Survey of Power Houses and Sub-stations of DVC, Recommendation for revamping of the existing CCTV Security System, Detailed Project Report Preparation & Preparation of DVC Tender Documents for subsequent phase of the solution implementation.   |
| 4.  | Tender Fee  | Rs.6000.00 (Rupees Six Thousand only). The amount to be transferred online through e-tender portal.   |
| 5.  | Earnest Money Deposit                                       | Rs. 3,35,000 (Rupees Three Lakh Thirty Five Thousand only) The amount to be transferred online through e-Tender portal.   |
| 6.  | Date of Downloading/Sale of Tender document                 | 30.01.2026  |
| 7.  | Pre-Bid Meeting date & time                                 | 06.02.2026 at 12PM (Online Meeting) <ul style="list-style-type: none"><li>• Pre-Bid meeting will be organized on online platform only.</li><li>• Only queries as per format (Section - M) reaching WTL by 05.02.2026 3PM will be taken for decision.</li><li>• Interest bidders are requested to send mail to <a href="mailto:purchase@wtl.co.in">purchase@wtl.co.in</a> for participation of online pre-bid meeting. Based on request WTL will share meeting id / links for meeting. If there is any change in date and time, then will inform.</li><li>• Queries will be sent to Purchase Department (<a href="mailto:purchase@wtl.co.in">purchase@wtl.co.in</a>)</li></ul> |
| 8.  | Bid Submission Start date & time                            | 13.02.2026 at 16.00 hours   |
| 9.  | Last date & time of EMD & Tender Fee submission intimation. | Before Uploading of Tender  |
| 10. | Last date & time of Bid Submission                          | 18.02.2026 at 12PM  |
| 11. | Date & time of Technical Bid Opening                        | 20.02.2026 at 12PM  |
| 12. | WTL Address   | WEBEL TECHNOLOGY LIMITED<br>(A Govt. of West Bengal Undertaking)<br>Plot - 5, Block – BP, Sector – V, Salt Lake City,<br>Kolkata – 700091.  |
| 13. | Contact person  | 033-23673403-06   |

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1. Intending bidder may download the tender documents from the website <https://wbtenders.gov.in> directly with the help of Digital Signature Certificate. Necessary Tender fee may be remitted online through e-tender portal in favour of “Webel Technology Limited” and also to be documented through e-filing. Necessary Earnest Money Deposit (EMD) may be remitted online through e-tender portal in favour of “Webel Technology Limited” and also to be documented through e-filing.
2. Both Techno Commercial Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website <https://wbtenders.gov.in>.
3. Tender documents may be downloaded from website and submission of Techno Commercial Bid and Financial Bid will be done as per Time Schedule stated in Section – C of this Tender Document.
4. The Financial Bid of the prospective Bidder will be considered only if the Techno Commercial Bid of the bidder is found qualified by the Tender Committee. The decision of the ‘Tender Committee’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
5. All clarifications / corrigenda will be published only on the <https://wbtenders.gov.in>.

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## **CONTENTS OF THE TENDER DOCUMENT**

The Tender document comprises of the following:

|             |  |
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**SECTION – A**

**PROJECT BACKGROUND**

**Background & Objective of the Project**

For Damodar Valley Corporation the purpose of the CCTV System is to monitor the facility operations & security surveillance from control room/security room. This is to enable the organization to keep an eye on its facilities through cameras and provide enhanced Operational Safety needs by checking any unauthorized access in the area of important equipment of Power houses/Hydel Station & Sub-station location.

The basic purpose of CCTV projects is to track the Material movement, Recognition of persons and objects including vehicles through high quality images in and outside the DVC campus by Security Personnel. The recording of the scene can be used in investigation, recreating the scene and establishing the truth.

Damodar Valley Corporation (DVC) has CCTV Security System installed at its Thermal and Hydel Power Stations and Sub-Stations. DVC wants to take up an As-Is study of this Security System through survey of the installations and come up with a Need Assessment, Feasibility Study and Recommendation for revamping the existing CCTV Security System.

Based on the recommendation, DVC will decide on the scope of work for revamping the CCTV Security System and plan for its execution (not part of the scope of work of this tender).

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### **SECTION – B**

#### **SCOPE OF WORK**

The Scope of Work spans across three stages

- Stage-I: Perform Site Survey and Do Gap Analysis. Prepare Detailed Design of the Solution and prepare Drawings.
- Stage-II: Get the Survey Report, Design & Drawings reviewed by DVC. Revise/Refine the Survey Report/ Design & Drawings incorporating required changes. Submit the deliverables including the BoQ for approval.
- Stage-III: Participate in Tender Documents Preparation. This Stage-III works depends on the Project Approval of the DVC for “Phase-II CCTV System Implementation Project” (whose Tender will be published by DVC). So, Stage-III works will start after Issuance of Go-Ahead Clearance from DVC, subject to the obtaining of Project Approval.

#### **STAGE-I: Site Survey & Design**

##### **Scope of Survey**

Stage-I Survey will include:

- a. Detailed survey of existing inventory of CCTV Security System.
- b. Detailed Suggestions of fresh Camera and allied installation points.
- c. Suggestion on Network and System Design.
- d. Preparation of proposed Bill of Materials.
- e. Suggestion of a Solution to integrate/Monitor Condition Monitoring of CCTV Security System from DVC Head Office Control Room.

The site survey shall be carried out considering all equipment and required accessories, hardware, and software, along with necessary power systems for complete installation and successful operation of the system. The survey shall also include assessment of the existing power backup capacity and its health to ensure that the proposed system does not overload the proposed infrastructure.

##### **Sites to be Surveyed**

Survey of CCTV will include following areas, as applicable for a particular site, as per direction of Engineer-in-charge of the site

- a. Main power house,
- b. Boiler area,
- c. Transformers,
- d. Tower structures.
- e. CHP area,
- f. Water package area,
- g. Chimney,
- h. Cooling tower area,
- i. Switchyard area,
- j. Ash pond,
- k. Ash dyke,
- l. Different pipelines,
- m. Colony area of five DVC Power houses i.e. BTPS Colony, CTPS Colony, KTPS Colony, RTPS Colony & MTPS Colony,
- n. Water tanks,
- o. Roads,
- p. Berms,
- q. Fences,
- r. Boundary walls,

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- s. Culverts and crossings,
- t. Weir.

Following is the list of sites under scope of survey.

### a. Thermal Power Stations & Colonies

1. BTPS B (Bokaro Thermal Power Station) & Colony
2. CTPS (Chandrapura Thermal Power Station) & Colony
  - i. CTPS A 132 KV
  - ii. CTPS A 220 KV
  - iii. CTPS B 220 KV
3. DTPS (Durgapur Thermal Power Station)
4. KTPS 220V (Koderma Thermal Power Station) & Colony
5. MTPS (Mejia Thermal Power Station) & Colony
  - i. MTPS A
  - ii. MTPS B
6. RTPS (Raghnathpur Thermal Power Station) & Colony
7. DSTPS (Durgapur Steel Thermal Power Station, Andal)
8. Head Office Control Room

### b. Dam/Hydel Power Stations

1. Tilaiya Dam
2. Konar Dam

### c. Sub-Stations

1. Belmuri (Hoogly)
2. Biada (Bokaro)
3. Chandil (Saraikela)
4. Hazaribagh
5. Howrah SLDC & Howrah 132 KV (Howrah)
6. Jamuria (Ikrah)
7. Kharagpur (Midnapore)
8. Kolaghat (Midnapore)
9. Konar (Bokaro)
10. Nimiaghat (Giridih)
11. North Karanpura (Chatra)
12. Patratu (Ramgarh)
13. Sindri (Domgarh)

### Considerations while doing the Survey and Solution Design

1. Some of the locations of DVC site are already covered under CCTV network, there are camera installed with existing VMS. These installations are to be surveyed for reuse and integration with new VMS.
2. The proposed cameras should be capable of following
  - a. Crowd Detection
    - i. Crowd Detection: The system shall identify when the number of people in a given area exceeds a predetermined limit and generates an alert for it. It must contain the details - location, camera name, images, videos, and predefined threshold.
    - ii. Cluster Detection: Users shall be able to define parameters for cluster formation, including the minimum number of people and the maximum distance between individuals. The system shall be able to detect and alert the user when these conditions are met.
    - iii. Crowd Density Categorization: Users shall be able to set thresholds to classify crowd density into three levels: Mild, Moderate, and High. The

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system may categorize crowd formations based on the number of people present.

- iv. **Alert Configuration:** Users must be able to customize alert settings, including the frequency of crowd alerts (by providing duration in minutes) and whether to display crowd counts on the alert details screen.
- v. **Crowd Analytics:** The system shall provide statistics on crowd alerts across different locations and cameras. Users shall be able to apply filters to examine specific details and view crowd density represented in heat maps.
- b. **People Counting**
  - i. The system shall continuously count the number of people, animals, and vehicles within a specific area. It will provide real-time counts and track the number of entities entering and exiting the area.
  - ii. User-friendly dashboard shall display live counts, historical count data, and various count statistics. Users shall be able to apply filters and search options to analyze the data in detail.
- c. **Intrusion/Line Crossing**
  - i. The system should analyze the video footage and detect a person crossing a virtual line in the zone. Upon detecting a person, it should identify the object type - person, animals, or vehicles, and alert the user. It should allow users to search the historical alert data using attributes, time, camera, cloth, gender, etc.
- d. **Object Classification**
  - i. The system shall analyze alerts/events recorded by the application and detect an object type, such as vehicles, animals, and persons. Upon detection, it should show the statistics on Dashboard. This enables the user to view the statistics of various objects detected by deployed analytics. This feature also includes historical data search, filters, and download options.
- e. **PPE Detection**
  - i. **PPE Helmet:** The system shall detect the person/persons without wearing proper complied PPE helmet in the field of view of the camera. The system should be able to detect one or more people without PPE Helmet simultaneously. It should then alert the user with details, allow search/filter options, and show stats on Dashboard.
  - ii. **PPE Jacket:** The system shall detect the person/person without wearing proper complied PPE jacket in the field of view of the camera. The system should be able to detect one or more people without PPE Helmet simultaneously. It should then alert the user with details, allow search/filter options, and show stats on Dashboard.
  - iii. **PPE Shoe:** The system shall detect the person/person without wearing proper complied PPE Shoe while working inside the premise of plant/work area coming in the field of view of the camera. The system should be able to detect one or more people without PPE Shoe simultaneously. It should then alert the user with details, allow search/filter options, and show stats on Dashboard.
  - iv. **PPE Harness:** The system shall detect the person/persons without wearing proper complied PPE harness while working on a height in the field of view of the camera. The system should be able to detect one or more people without PPE Harness simultaneously. It should then alert the user with details, allow search/filter options, and show stats on Dashboard.
- f. **Person Fighting**
  - i. The system shall detect the person/persons with gestures similar to fighting among each other in the field of view of the camera. The system should be able to detect fighting among people/group simultaneously. It should then alert the user with details, allow search/filter options, and show stats on Dashboard.

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- g. Person Collapse
    - i. The system shall detect the person/persons falling in the field of view of the camera and not getting up within the pre-configured duration of time. The system should be able to detect one or more people falling simultaneously. It should then alert the user with details, allow search/filter options, and show stats on Dashboard.
  - h. Intrusion Detection
    - i. The system should analyze video footage to detect an object type, such as vehicles, animals, and persons entering a virtual fence area. Upon detection, it should alert the user with incident details and show the statistics on Dashboard. This shall also enable the user to apply filters and search such alerts and view the statistics of various instances detected by the application.
    - ii. Object specific intrusion alert: The system shall be configured to alert users when instances of intrusion by specific object type happen. For example, the user may need to generate an intrusion alert only when an animal intrudes a virtual boundary.
  - i. Fire Detection`
    - i. The system should analyze video footage to detect an incident of fire. Upon detection, it should alert the user with incident details and show the statistics on Dashboard. This shall also enable the user to apply filters and search such historical data of such alerts.
  - j. Smoke Detection
    - i. The system should analyze video footage to detect the presence of smoke. Upon detection, it should alert the user with incident details and show the statistics on Dashboard. This shall also enable the user to apply filters and search such historical data of such alerts.
3. Camera locations shall be finalized based on site conditions such as clear line of sight, maximum area coverage, and elimination of blind spots. All video analytics shall be processed centrally on servers. The bidder shall ensure that the proposed server architecture, configuration, and capacity are robust and adequately sized to handle the specified AI workloads without any performance degradation.
  4. Proper Lighting to be ensured along the boundary wall as well as in vulnerable areas, Entry /Exit Gates etc.
  5. Proper point for taking power supply required for CCTV cameras have to be identified for all the locations.
  6. Wherever possible existing structures will be used for installing the CCTV cameras. Wherever existing yard light poles / tower are available, the same (if suitable) is to be considered for mounting of CCTV cameras using proper structural support. Survey also includes necessary earthing protection for each pole.
  7. Power plants include high-temperature and corrosive operating environments. Accordingly, the system design shall clearly specify the use of cameras and enclosures with appropriate protection ratings such as IP67 / IP68 and/or explosion-proof housings, wherever applicable, to ensure reliable and safe operation.
  8. Bandwidth and Storage Calculation Report:  
The system design shall include a detailed Bandwidth and Storage Calculation Report. A design shall be considered incomplete unless it demonstrates that the proposed network infrastructure can adequately handle the expected video stream traffic and that the storage capacity meets the specified video retention requirements (e.g., 180 days / 90 days), without performance degradation. Cyber Security Guidelines are to be followed.
  9. The report should include a high-level network topology illustrating how data from remote sites such as Dams and Sub-stations will be transmitted to the Head Office. DVC shall provide necessary support for leveraging the DVC network infrastructure for connectivity, as applicable.

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10. The bidder shall be responsible for arranging and providing all necessary height-access equipment, such as ladders, scaffolding, or cranes, required for surveying and inspecting high-altitude locations including chimneys, towers, and similar structures. This will be as per DVC's guideline and permission. Storage space etc. for the same will be provided by DVC on time.
11. The survey at site shall be carried out under the full-time supervision by a Surveyor. The Surveyor shall be fully conversant with the CCTV technologies and coverage etc. Surveyor will be responsible for coordinating with the DVC In-Charge at the locations and the surveying teams. Qualification & Experience of Surveyor/Project Manager should be BE/B Tech in Electronics & Telecommunication/Communication Engineering or BE/B Tech in Information Technology with experience of minimum 2 years in "Similar Project"

### **Stage-I Deliverables**

1. Survey Reports.

### **STAGE-II: (Review of Drawings for Client's / Statutory Approval)**

#### **Stage-II Scope of Work**

1. At this stage a detailed Presentation needs to be given to stakeholders on Stage-I findings.
2. DVC will review all the artifacts submitted in Stage-I.
3. Vendor will do the necessary modifications based on DVC's feedback.
4. A final presentation will be given to DVC and the final version of the Survey Report including BOQ and drawings will be submitted.
5. DVC will approve the deliverables.
6. Based on the approved report Vendor will proceed for detailed Design & Engineering and prepare drawings, design documents and other documents. This will consider any site constraints, state of existing buildings, any obstacle etc.

#### **Stage-II Deliverables**

2. Detailed presentation on Survey Reports.
3. Revised/Refined Survey Reports.
4. Detailed Drawings along with KML file and BoQ (Supply & Services/Works).

### **STAGE-III (Drawings & Tender documents)**

On the Project Approval of the DVC for "Phase-II CCTV System Implementation Project", whose Tender will be published by DVC, Go-Ahead Clearance will be issued from DVC for STAGE-III. During the tendering process to be conducted by DVC for the CCTV System Implementation based on the outcome of the Survey carried out by Vendor in Stage-I and Stage-II of this scope of work, Vendor will participate in the following activities:

1. Preparation of Tender documents including Scope of Work, Drawings, Specifications mentioning code of practice covering aspects like mode of measurement, method of payments, quality control procedures on materials & works and other conditions of contract etc.
2. Preparation & Finalization of General Quality Assurance Chapter, Quality Dashboards / Checks, Type test as requirement of tech. spec., Indicative Manufacturing Quality Plans, Indicative Field Quality Plans, as applicable, shall be prepared in consultation with DVC.
3. Preparation of detailed working for CCTV layout etc., as mentioned in the scope of work, schedules, specifications, bill of quantities, and other details and providing two sets of drawing to DVC. The documents, drawings, images, photographs to be submitted to DVC which shall comprise of the following:
  - a. CCTV KML file for the concerned work site

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- b. Networking Architecture of the switch along with fibre layout plan.
- c. Creation of redundant connectivity of network switches.
- d. Pole location along with camera location.
- e. Nearest Electrical feeder location for power.
- f. Camera wise video analytics licenses in plant location.
- g. Internal planning, accessories, furniture layouts, indoor plants layout etc. for control rooms
- h. Structural design documents and drawings of pole.
- i. Material and items specifications.
- j. Details of measurements
- k. Method statements for new or innovative technologies.
- l. Implementation of LAN Automation system.
- m. Hard copies as well as soft copies (AUTOCAD version and PDF version of drawing) of Survey report.

### **Process to be followed to manage Change in Scope**

1. In case of major change, if any, in the above scope without specific item rate in the Contract following methodology will be followed:
  - i. Change Requests may be initiated due to any of the following conditions –
    - a. Removal of site(s) or a part of site(s) from agreed scope of work.
    - b. Addition of new site(s) or inclusion of additional scope for site(s) already in scope of work.
    - c. Addition/modification/deletion of deliverables having significant cost and time impact.
  - ii. The change identified is to be documented with detailed requirements by customer and will be communicated via e-mail / written document to WTL. WTL in turn will inform the same to the Contractor.
  - iii. The change will be evaluated by the Contractor for its impact on the cost & project schedules and will be communicated to WTL and WTL will review and communicate to DVC.
  - iv. The technical/functional, schedule and cost aspects of all changes have to be approved by the DVC before they are taken up by WTL for implementation. Contractor will be issued required change approval by WTL.

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**SECTION – C**

**DATE AND TIME SCHEDULE**

| <b>Sl. No.</b> | <b>Particulars</b>  | <b>Date &amp; Time</b>     |
|----------------|---|----------------------------|
| 1              | Date of uploading of N.I.T. & other Documents (online) (Publishing Date)                                    | 30.01.2026                 |
| 2              | Documents download/sale start date (Online)   | 30.01.2026                 |
| 3              | Last Date and time of sending the queries (Offline)   | 05.02.2026 3PM             |
| 4              | Pre-Bid Meeting (Online)  | 06.02.2026 12PM            |
| 5              | Corrigendum, if any will be published (Online)  | -                          |
| 6              | Bid Submission start date & time (Online)   | 13.02.2026 4PM             |
| 7              | Last Date & time of submission of Earnest Money Deposit & submission of remittance details                  | Before Uploading of Tender |
| 8              | Last Date & time of submission of Tender Fee & submission of remittance details                             | Before Uploading of Tender |
| 9              | Bid Submission closing date & time (Online)   | 18.02.2026 12PM            |
| 10             | Bid opening date & time for Technical Proposals (Online)  | 20.02.2026 12PM            |
| 11             | Date of uploading the final list of Technically Qualified Bidder (online) after disposal of appeals, if any | -                          |
| 12             | Date for opening of Financial Bid (Online)  | -                          |

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**SECTION – D**

**ELIGIBILITY CRITERIA**

**Bidder's Eligibility Criteria**

**Bidder/Prime Bidder and Consortium Partners are required to meet the following criteria and submit documentary proof along with their offer to get qualified. In absence of any one of these, the offer will be treated as non-responsive and in that case the Tender Committee will have the right to decide accordingly.**

| <b>Sl. No.</b> | <b>Qualification Criteria</b>   | <b>Documentary Evidence Required to be Submitted</b>  |
|----------------|---|---|
| <b>1</b>       | <p>Bidders may take part in the bidding process with associate/collaborator in consortium. The Maximum number of consortium Partners allowed is 2. In such a case, the Prime Bidder shall furnish undertaking jointly executed by him and his associates / collaborators.</p> <p>The Prime bidder needs to submit a consortium agreement signed by both parties in the format provided in Section Q - CONSORTIUM AGREEMENT FORMAT</p>         | <p>A consortium agreement properly executed on a stamp paper clearly specifying, the name of lead partner (Prime Bidder) and other partners, roles and responsibilities of each partner under this project and clearly stating the joint and several liability for execution of this project must be submitted.</p> |
| <b>2</b>       | <p>The Bidder / Each Partner of the Consortium should have Company registered under company act or Partnership or LLP or OPC or Proprietary Firm. The Bidder / Each Partner of the Consortium should have Registration and Compliance to all statutory requirement under Labour Laws, Valid sales tax registration certificate, valid income tax registration certificate and valid GST registration certificate &amp; PAN as applicable.</p> | <p>Copy of Certificate of Incorporation and/ or Certificate of Commencement of Business issued by the Registrar of Companies/ Partnership Registration/ sole proprietorship registration under the Shops &amp; Establishments Act /other relevant document</p>  |
| <b>3</b>       | <p>The Bidder / The Prime Bidder of the Consortium should have been operating for the last 5 years in India.</p>  | <p>Copy of Certificate of Incorporation and/ or Certificate of Commencement of Business issued by the Registrar of Companies/ Partnership Registration/ sole proprietorship registration under the Shops &amp; Establishments Act /other relevant document</p>  |
| <b>4</b>       | <p>The Bidder / The Prime Bidder or Any Partner of the Consortium must have their Registered Branch office in West Bengal and/or Jharkhand. Valid trade license and local GST Registration Certificate are to be submitted.</p>   | <p>Valid trade license and/or local GST Registration Certificate are to be submitted.</p>   |
| <b>5</b>       | <p>The Bidder / The Prime Bidder of the Consortium should have a minimum average annual turnover of Rs. 2.5 Cr in the last three financial years (2022-23, 2023-24, 2024-25).</p>   | <p>The Bidder/ The Prime Bidder of the Consortium should submit any of the following:</p> <ul style="list-style-type: none"><li>• Copies of Certified audited Balance sheet / Profit &amp; Loss statement. OR</li><li>• Certificate from the statutory auditor/Certificate from</li></ul>                           |

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| <b>Sl. No.</b> | <b>Qualification Criteria</b>   | <b>Documentary Evidence Required to be Submitted</b>  |
|----------------|---|---|
|                |   | <b>CA.</b>  |
| <b>6</b>       | The Bidder / Each Partner of the Consortium should have positive Net Worth after tax during each of the last three financial years (2022-23, 2023-24, 2024-25).   | The Bidder / Each Partner of the Consortium should submit copies of audited financial report and chartered accountant certified statement of profit and positive net worth. |
| <b>7</b>       | <p>The Bidder / At least One Partner of the Consortium shall have executed single order of amount Rs. 1.33 Cr of "Similar Nature" within current and last 03 (Three) financial years (considering FY – 2022-23, 2023-24, 2024-25, 2025-26) in Central/State Government /PSU /Autonomous Body.</p> <p><b>OR</b></p> <p>The Bidder / At least One Partner of the Consortium shall have executed two orders of amount Rs. 83 Lakhs each of "Similar Nature" within current and last 03 (Three) financial years (considering FY – 2022-23, 2023-24, 2024-25, 2025-26) in Central/State Government /PSU /Autonomous Body.</p> <p><b>OR</b></p> <p>The Bidder / At least One Partner of the Consortium shall have executed three orders of amount Rs. 64 Lakhs each of "Similar Nature" within current and last 03 (Three) financial years (considering FY – 2022-23, 2023-24, 2024-25, 2025-26) in Central/State Government /PSU /Autonomous Body.</p> | References order copy with the completion certificate or equivalent for the project(s) to be provided.  |
| <b>8</b>       | The bidder/The Prime Bidder of the Consortium should have ISO certification of ISO 9001:2015.   | ISO 9001:2015 Certificate   |
| <b>9</b>       | The Bidder/ The Prime Bidder of the Consortium shall submit Bid Form (Section – E) duly signed by the authorized signatory of the company as per the format enclosed. Deviation in format may not be accepted.  | Completed Bid Form  |
| <b>10</b>      | The Bidder/ Each Partner of the Consortium shall submit NIT Declaration (Section – P) duly signed by the authorized signatory of the company as per the format. Deviation in format may not be accepted.  | Signed NIT Declaration  |
| <b>11</b>      | The Bidder/ Any Partner of the Consortium shall not have been blacklisted by any State/Central Government or PSU Organization or bilateral/multilateral funding agencies for breach of ethical conduct or fraudulent practices as on date of submission of the proposal (as per DIT guidance note issued on 26-Dec-2011).   | Declaration on The Bidder's/ each Partner of the Consortium's letterhead.   |
| <b>12</b>      | <p>In case of bidding by a Consortium, the Lead Partner shall be nominated as being partner-in-charge (Prime Bidder); and this authorization shall be evidenced by submitting a power of attorney signed by the legally authorized signatories of all the partners in favour of the Authorised signatory of the Lead Partner.</p> <p>The partner-in-charge shall be authorized to incur liabilities and to receive instruction for and on behalf of the partners to the consortium and entire execution of the Contract (including payment) shall be carried out exclusively through the partner-in-charge.</p> <p>All the Partners of the Consortium shall be jointly and</p>  | Power of Attorney   |

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| <b>Sl. No.</b> | <b>Qualification Criteria</b>   | <b>Documentary Evidence Required to be Submitted</b>                             |
|----------------|---|--|
|                | severally liable for the execution of the contract in accordance with contract terms, and a relevant statement to this effect shall be included in the authorization mentioned above.   |  |
| <b>13</b>      | Qualification of the Surveyor/ Project Lead<br>BE/B Tech in Electronics & Telecommunication/Communication Engineering or BE/B Tech in Information Technology<br>Experience<br>Experience of minimum 2 years in "Similar Project". | Self-attested CV along with Qualification Certificate and Experience Certificate |

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**SECTION – E**

**INSTRUCTIONS TO BIDDER**

**1. DEFINITIONS**

In this document, the following terms shall have following respective meanings:

**“Agreement”** means the Agreement to be signed between the successful bidder and WTL including all attachments, appendices, all documents incorporated by reference thereto together with any subsequent modifications, the RFP, the bid offer, the acceptance and all related correspondences, clarifications, presentations.

**“Acceptance Test Document”** means a document, which defines procedures for acceptance of deliverables. The document will be finalized with the contractor as per the acceptance criteria from the end customer.

**“Bidder”** means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Bidder when used in the pre award period shall be synonymous with Bidder, and when used after award of the Contract shall mean the successful Bidder.

**“Bidding Consortium” or “Consortium”** shall refer to a group of legal entities that has collectively submitted the Bid in accordance with the provisions of this Tender.

**“Contract”** is used synonymously with Agreement.

**“Contract Price”** means the price to be paid to the Contractor for providing the Solution, in accordance with the payment terms.

**“Contractor”** means the Bidder whose bid to perform the Contract has been accepted by Tender Committee and is named as such in the Letter of Award.

**“Default Notice”** mean the written notice of Default of the Agreement issued by one Party to the other.

**“Fraudulent Practice”** means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial noncompetitive levels and to deprive WTL and eventually Departments of Gov. of W. Bengal of the benefits of free and open competition.

**“GoI”** shall stand for the Government of India.

**“GoWB”** means Government of West Bengal.

**“Personnel”** means persons hired by the Bidder as employees and assigned to the performance of the Solution or any part thereof.

**“Similar Nature of Work”** means Works entailing completion of a project in the field i.e. design/implementation of CCTV monitoring solution in any Central/State Government/PSU/Autonomous Body/Reputed Organization.

**“Project”** means As-Is study of the CCTV Security System through Location Survey of Power Houses and Sub-stations of DVC, Recommendation for revamping of the existing CCTV Security System, Detailed Project Report Preparation & Preparation of DVC Tender Documents for subsequent phase of the solution implementation..

**“Services”** means the work to be performed by the Bidder pursuant to this Contract, as described in the detailed Scope of Work.

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“**Interest rate**” means “364 days Government of India (GoI) Treasury Bills” rate.

“**Law**” shall mean any Act, notification, bye law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Central Government and/or the Government of West Bengal or any other Government or regulatory authority or political subdivision of government agency.

“**LOI**” means issuing of Letter of Intent shall constitute the intention of the WTL to place the Purchase Order with the successful bidder.

“**Requirements**” shall mean and include schedules, details, description, statement of technical data, performance characteristics, standards (Indian as well as International) as applicable and specified in the Contract.

“**Service**” means provision of Contracted service as per Section titled “Scope of Work”.

“**Termination Notice**” means the written notice of termination of the Agreement issued by WTL.

“**WTL**” means Webel Technology Limited a Govt. of West Bengal undertaking.

### 2. **PRE BID MEETING**

Pre Bid Meeting will be held on 06.02.2026 12PM (Online Meeting). Bidder can send their queries as per format (Section - M) to Purchase Department (purchase@wtl.co.in). Only the queries received within the stipulated date prior to the Pre Bid Meeting will be answered. Interest bidders are requested to send mail to (purchase@wtl.co.in) for participation of online pre-bid meeting. Based on request WTL will share meeting id / links for meeting. If there is any change in date and time then will inform.

### 3. **COST OF BIDDING**

The bidder shall bear all costs associated with the preparation and submission of the bid and WTL will no case be responsible for those costs regardless of the conduct or outcome of the bidding process.

### 4. **BID DOCUMENT**

Bidder is expected to examine all instructions, forms, terms and requirement in the bid document. The invitation to bid together with all its attachment thereto shall be considered to be read, understood and accepted by the bidder unless deviations are specifically stated in the seriatim by the bidder. Failure to furnish all information required by the bid document or a bid not substantially responsive to the bid document in every respect may result of the bid.

### 5. **AMENDMENT OF BID DOCUMENT**

At any time prior to the deadline for submission of proposals, WTL reserves the right to add/modify/delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

### 6. **MODIFICATION AND WITHDRAWAL OF BIDS**

The bidder cannot modify or withdraw its bid after submission.

### 7. **LANGUAGE OF BID & CORRESPONDENCE**

The proposal will be prepared by the Bidder in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & WTL will be in English language only. The correspondence by fax/E-mail must be subsequently confirmed by a duly signed formal copy.

### 8. **BIDDER'S SOLUTION**

The bidders are requested to study the Bill of Material supplied with this document carefully. While working out the solution the bidder has to work with the broad minimum specification provided in the tender documents, conforming to the model, make and Part number (wherever provided). While submitting the bid the bidder has to detail out all components needed to complete the system BOM.

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The bidder is required quote for each item retaining all major components/sub system detailed and specified.

### **9. EARNEST MONEY DEPOSIT (EMD)& TENDER FEE**

The bidder shall furnish Online Receipt against payment of Tender Fees and Earnest Money Deposit.

### **10. REFUND OF EMD**

EMD will be refunded to the unsuccessful bidders without interest by following guidelines of circular 3975-F(Y) dated 28/07/2016 on final selection of Successful Bidders.

### **11. FORFEITURE OF EMD**

EMD made by Bidder may be forfeited under the following conditions:

1. If Bidder withdraws the proposal before the expiry of validity period.
2. During the evaluation process, if a Bidder indulges in any such activity as would jeopardize the process, the decision of WTL regarding forfeiture of EMD shall be final and shall not be called upon question under any circumstances.
3. If Bidder violates any of the provisions of the terms and conditions of the proposal.
4. In the case of a successful Bidder, if Bidder fails to:
  - a) Accept the work order along with the terms and conditions.
  - b) Furnish performance security.
  - c) Violates any of the work conditions of this proposal or indulges in any such activities as would jeopardize the work.
  - d) Submitting false/misleading information/declaration/documents/proof/etc.

The decision of WTL regarding forfeiture of EMD shall be final and shall not be called upon to question under any circumstances, besides, forfeiture of EMD even the Bidder will be deferred from participating in any job for a period of one year.

### **12. FORMS AND FORMATS**

The various inputs for the Techno Commercial and Financial Bids are to be submitted in the format specified. The bidder shall use the form, wherever specified, to provide relevant information. If form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information. For all other cases, the bidder shall design a form to hold the required information.

### **13. LACK OF INFORMATION TO BIDDER**

The bidder shall be deemed to have carefully examined the Bid document to his entire satisfaction. Any lack of information shall not relieve the bidder of his responsibility to fulfill his obligation under the bid. If bidder has any queries relating to bid document, then he can send the queries before the Pre Bid Meeting.

### **14. CONTRACT EXECUTION**

On receipt of the Letter of Award the contractor should submit a Performance Bank Guarantee (PBG) equivalent to 10% of the total contract value within 7 days from the date of receipt of Letter of Award/Order. The PBG should be valid till the project completion date. In case Contract is awarded to a Consortium PBG to be submitted by Prime Bidder Only.

### **15. TIME SCHEDULE FOR DELIVERY**

Overall Project Implementation Timeline will be as follows

- **Timeline for STAGE-I and STAGE-II**

- a. Post award of the contract to selected vendor by WTL work needs to be started in seven days notice.

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- b. Timeline to complete the survey of the Power Stations and Sub-Stations in scope will be **Ninety working days**.
- c. Analysis of the existing system at DVC Head Office Control Room at Kolkata and Suggestion of a Solution to integrate Condition Monitoring and CCTV Security System to be completed in **Fifteen Working Days** which should be done in parallel with site surveys.
- d. Post completion of survey of all the sites, design to be refined, data to be compiled, and deliverables to be get reviewed and approved by DVC. Within **Thirty Working Days** after completion of survey final Design & BOQ to be submitted along with approval from.
- **Timeline for STAGE-III will depend on DVC's tendering process timeline.** Approximately Thirty Working Days will be required to complete the Tender Documents in collaboration with the DVC team.

### 16. LOCATION FOR SURVEY

Following is the list of sites under scope of survey.

#### a. DVC Thermal Power Stations & Colonies

1. BTPS B (Bokaro Thermal Power Station) & Colony
2. CTPS (Chandrapura Thermal Power Station) & Colony
  - i. CTPS A 132 KV
  - ii. CTPS A 220 KV
  - iii. CTPS B 220 KV
3. DTPS (Durgapur Thermal Power Station)
4. KTPS 220V (Koderma Thermal Power Station) & Colony
5. MTPS (Mejia Thermal Power Station) & Colony
  - i. MTPS A
  - ii. MTPS B
6. RTPS (Ragunathpur Thermal Power Station) & Colony
7. DSTPS (Durgapur Steel Thermal Power Station, Andal)
8. Head Office Control Room

#### b. Dam/DVC Hydel Power Stations

1. Tilaiya Dam
2. Konar Dam

#### c. DVC Sub-Stations

1. Belmuri (Hoogly)
2. Biada (Bokaro)
3. Chandil (Saraikela)
4. Hazaribagh
5. Howrah SLDC & Howrah 132 KV (Howrah)
6. Jamuria (Ikrah)
7. Kharagpur (Midnapore)
8. Kolaghat (Midnapore)
9. Konar (Bokaro)
10. Nimiaghat (Giridih)
11. North Karanpura (Chatra)
12. Patratu (Ramgarh)
13. Sindri (Domgarh)

During the course of the project Change Requests may be initiated due to any of the following conditions

- Removal of site(s) or a part of site(s) from agreed scope of work.
- Addition of new site(s) or inclusion of additional scope for site(s) already in scope of work.

### 17. LIQUIDATED DAMAGE

Liquidated Damage Clause will be back to back between DVC to WTL and WTL to Contractor.

The proposed LD clause is as follows, which can be changed during the time of final contract award:

- I. 0.5% of the total contract value of the order for every week of delay and part thereof caused exclusively because of the contractor in meeting the delivery schedule.

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- ii. The maximum deductible is capped at 5% of the total of the total contract value (excluding all taxes & duties and other charges).
- iii. In the event of LD exceeds 5% of the order value, WTL reserves the right to terminate the contract and WTL will get the job completed by any other competent party. The difference of cost incurred by WTL will be recovered from the contractor and PBG will be invoked.

### 18. LIABILITY

In case of a default on bidder's part or other liability, WTL shall be entitled to recover damages from the Contractor. In each such instance, regardless of the basis on which WTL is entitled to claim damages from the Contractor (including fundamental breach, negligence, misrepresentation, or other contract or tort claim), Contractor shall be liable for no more than:

- Payment referred to in the Patents and Copyrights clause.
- Liability for bodily injury (including death) or damage to real property and tangible personal property limited to that cause by the Contractor's negligence.
- As to any other actual damage arising in any situation involving nonperformance by Contractor pursuant to or in any way related to the subject of this Agreement, the charge paid by WTL for the individual product or Service that is the subject of the Claim. However, the contractor shall not be liable for
  - For any indirect, consequential loss or damage, lost profits, third party loss or damage to property or loss of or damage to data.
  - For any direct loss or damage that exceeds the total payment for Contract Price made or expected to be made to the Contractor hereunder.

### 19. PATENTS & COPYRIGHT

If a third party claims that a product delivered by the Contractor to WTL infringes that party's patent or copyright, the Contractor shall defend WTL against that claim at Contractor's expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the Contractor, provided that WTL.

- Promptly notifies Contractor in writing of the claim
- Allows Contractor to control and co-operate with Contractor in the defense and any related settlement negotiations.

Remedies: If such a claim is made or appears likely to be made, WTL would permit Contractor to enable WTL to continue to use the product, or to modify it, or replace it with one that is at least functionally equivalent. If Contractor determines that none of these alternatives is reasonably available, WTL agrees to return the product to Contractor on Contractor's written request. Contractor will then give WTL a credit equal to for a machine. WTL's net book value (provided WTL has followed generally accepted accounting principles for a generally available software product produced by Contractor (Program) the amount paid by WTL or 12 months charges (whichever is lesser) and for materials the amount paid by WTL for the materials. These will be Contractor's entire obligation regarding any claim of infringement.

### 20. SUSPENSION OF WORK

WTL shall have the power at any time and from time to time by notice to the Contractor to delay or suspend the progress of the work or any part of the work due to any other adequate reasons and on receipt of such notice the contractor shall forthwith suspend further progress of the work until further notice from WTL. The Contractor shall recommence work immediately after receiving a notice to do so from WTL. The whole or any part of the time lost for such delay or suspension shall, if WTL in its absolute discretion thinks fit, but not otherwise, be added to the time allowed for completion.

### 21. TERMS OF PAYMENT

Payment terms will be on back-to-back basis, i.e., payment terms will follow the terms agreed with Customer and payment to Contractor will be made only on receipt of payment from customer. A tentative payment term is as depicted below:

#### 1. For Stage-I & Stage II Payment will be made Per Site (Power Station/ Dam/ Substation/ Head Office) basis as follows

- 10% of the final contract value for the particular site as Mobilization Advance (not interest bearing) before the start of work for that site.

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- 70% of the final contract value for the particular site on Completion of Stage-I and Stage-II work and acceptance of final report for that site.

### 2. 20% of final contract value on Completion of Stage-III work.

Note: This Stage-III work depends on the Project Approval of the DVC for "Phase-II CCTV System Implementation Project" (whose Tender will be published by DVC). So, Stage-III works will start after Issuance of Go-Ahead Clearance from DVC, subject to the obtaining of Project Approval.

### 22. GOVERNING LAWS

This contract should be governed by and interpreted by Arbitration clause in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract. The selected vendor shall keep himself fully informed of all current national, state and municipal law and ordinances. The selected vendor shall at their own expense, obtain all necessary permits and license and pay all fees and taxes required by law. These will be selected vendor's entire obligation regarding any claim of infringement. The selected vendor hereto agrees that it shall comply with all applicable union, state and local laws, ordinances, regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required. The selected vendor shall establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labor legislation.

### 23. CORRUPT OR FRAUDULENT PRACTICES

The Tender Committee requires that the bidders under this Tender observe the highest standards of ethics during the procurement and execution of such contracts. For this purpose, the definition of corrupt and fraudulent practices will follow the provisions of the relevant laws in force. The Tender Committee will reject a proposal for award if it detects that the bidder has engaged in corrupt or fraudulent practices in competing for the contract in question. The Tender Committee will declare a firm ineligible, either indefinitely or for a stated period of time, if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

### 24. BINDING CLAUSE

All decisions taken by the Tender Committee regarding the processing of this tender and award of contract shall be final and binding on all parties concerned. The Tender Committee reserves the right:

- To vary, modify, revise, amend or change any of the terms and conditions mentioned above and,
- To reject any or all the Tender/s without assigning any reason whatsoever thereof or to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

### 25. WORKMEN'S COMPENSATION

In every case in which by virtue of the provision of the workmen's compensation Act 1923 or any other relevant acts and rules, compensation to a workman employed by the contractor, is payable, then this should be done by the Contractor. If WTL is obliged to make any compensation under the said rules and acts, then the amount shall be recovered without prejudice, from the bills and due of the Contractor. WTL shall not be bound to contest any claim made against the Contractor in respect of workmen's compensation.

### 26. CONTRACTOR'S EMPLOYEES

The Contractor shall comply with the provision of all labour legislation including the requirement of the payment of Wage Act 1936 and the rules framed there under and modifications thereof in respect of men employed by him in carrying out the contract. The Contractor must ensure that he complies with PF, ESI regulation for all his deployed employees. The Contractor shall see that all authorized Sub Contractors under him similarly complied with the above requirement.

### 27. SAFETY MEASURES

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The Contractor shall in the course of execution of the work take all necessary precaution for the protection of all persons and property. The Contractor shall take adequate measures to protect the work and prevent accident during the work. In the event of any accident to any person or persons or damage or injury of any description to any person or property due to failure on the part of the contractor in taking proper precautionary measures the contractor shall be responsible for and must make good the loss the damage at his own cost to the satisfaction of the department and employees of the department shall be indemnified from all claims or liabilities arising there from or any expenses incurred on account thereof.

### **28. EQUIPMENT**

All tools & tackles necessary for the work shall have to be procured by the contractor unless otherwise specified elsewhere in these tender documents. The equipment used by the contractor for a particular work must be appropriate for the type of work. The contractor shall maintain the equipment used on the work properly so that they are in good working condition. In no case shall the contractor use defective or imperfect equipment in the work. The contractor shall arrange to replace or repair all defective equipment so that the progress of the work is not hampered. No defective equipment should be left at the site of work and the department shall not be responsible for any loss or damage to any of these equipments during the course of the execution of the work.

### **29. SUB-CONTRACT**

The purchaser (WTL) does not recognize the existence of Sub-Contractors. The Contractor's responsibility is not transferable.

### **30. TERMINATION FOR DEFAULT**

WTL may without prejudice to any other remedy or right of claim for breach of contract by giving not less than 30 days written notice of default sent to the contractor, terminate the order in whole or in part. If the contractor materially fails to render any or all the services within the time period specified in the contract or any extension thereof granted by WTL/Customer in writing and fails to remedy its failure within a period of thirty days after receipt of default notice from WTL/Customer. If the project (delivery, commissioning as well as warranty maintenance support is not carried out according to specification due to deficiency in service as per terms of the contract. In such case WTL will invoke the amount held back from the contractor as PBG.

### **31. BANKRUPTCY**

If the contractor becomes bankrupt or have a receiving order made against him or compound with his creditors or being a corporation commence to be wound up, not being a voluntary winding up for the purpose only or amalgamation or reconstruction, or carry on their business under a receiver for the benefit of their creditors or any of them, WTL shall be at liberty to terminate the engagement forthwith without any notice in writing to the contractor or to the liquidator or receiver or to any person in whom the contractor may become vested and without any compensation to give such liquidator or receiver or other person the option of carrying out the engagement subject to their providing a guarantee for the due and faithful performance of the engagement up to an amount to be determined by WTL.

### **32. FORCE MAJEURE**

It is hereby defined as any cause, which is beyond the control of the Contractor or WTL as the case may be, which such party could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as

- War, Hostilities or warlike operations (whether a state of war be declared or not), invasion, act of foreign enemy and civil war.
- Rebellion, revolution, insurrection, mutiny, usurpation of civil or military, government, conspiracy, riot, civil commotion and terrorist area.
- Confiscation, nationalization, mobilization, commandeering or requisition by or under the order of any government or de facto authority or ruler, or any other act or failure to act of any local state or national government authority.
- Strike, sabotage, lockout, embargo, import restriction, port congestion, lack of usual means of public transportation and communication, industrial dispute, shipwreck, shortage of power supply epidemics, quarantine and plague.
- Earthquake, landslide, volcanic activity, fire flood or inundation, tidal wave, typhoon or cyclone, hurricane, nuclear and pressure waves or other natural or physical disaster.

If either party is prevented, hindered or delayed from or in performing any of its obligations under

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the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances of the event of Force Majeure within fourteen days after the occurrence of such event. The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed.

The party or parties affected by the event of Force Majeure shall use reasonable efforts to mitigate the effect of the event of Force Majeure upto its or their performance of the Contract and to fulfill its or their obligation under the Contract but without prejudice to either party's right to terminate the Contract.

No delay or nonperformance by either party to this Contract caused by the occurrence of any event of Force Majeure shall.

- Constitute a default or breach of the contract.
- Give rise to any claim fro damages or additional cost or expense occurred by the delay or nonperformance. If, and to the extent, that such delay or nonperformance is caused by the occurrence of an event of Force Majeure.

### **33. INSURANCE COVERAGE**

Appropriate insurance to cover all solution components for the transit period and until the time of its acceptance at the respective site is to be taken by the contractor. As the contractor will carry the risk for the material in his books during transit, the contractor should arrange insurance for the total system as period from the dispatch till Acceptance Test is successfully achieved. Further the contractor is to take all required insurance coverage in respect of all its personnel who shall be working on this engagement.

### **34. PERFORMANCE BANK GUARANTEE (PBG)**

As a guarantee for timely completion of the scope of work, the bidder will have to submit 10% of the contract value as security in the form of Performance Bank Guarantee from any nationalized bank as per format enclosed (Section – O).

### **35. SI/BIDDER/CONTRACTOR'S RESPONSIBILITIES**

Refer Section – A & B

### **36. NO WAIVER OF RIGHTS**

Neither the inspection by WTL or any of their agents nor any order by WTL for payment of money or any payment for or acceptance of the whole or any part of the works by WTL, nor any extension of time, nor any possession taken by WTL shall operate as a waiver of any provision of the contract or of any power reserved to WTL, or any right to damages here in provided, nor shall any waiver of any breach in the contract be held to be a waiver of any other subsequent breach.

### **37. ENFORCEMENT OF TERMS**

The failure of either party to enforce at any time any of the provision of this contract or any rights in respect thereto or to exercise any option here in provided shall in no way be construed to be a waiver to such provisions, rights or options or in any way to affect the validity of the contract. The exercise by either party of any of its rights herein shall not preclude or prejudice either party from exercising the same or any other right it may have hereunder.

### **38. PERIOD OF VALIDITY OF OFFER**

For the purpose of placing the order, the proposals shall remain valid till 180 days. During the period of validity of proposals, the rates quoted shall not change. In exceptional circumstances, WTL may ask for extension of the period of validity and such a request shall be binding on Bidders. WTL's request and the response to such a request by various Bidders shall be in writing. A Bidder agreeing to such an extension will not be permitted to increase its rates.

### **39. TAXES & DUTIES**

- The prices shall be inclusive of all taxes & levies including GST and other statutory duties as applicable. Rate of taxes should be indicated separately in the Price Bid.
- Contract Price specified in Price Bid should be based on the taxes & duties and charges prevailing at the date one day prior to the last date of Bid submission.

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- Statutory deduction, wherever applicable, shall be made from invoice as per government rules. Necessary certificate will be issued for such deductions.
- Bidder submitting a bid shall produce valid statutory documents / certificates with respect to GST, Income Tax, ROC, Prof. Tax, Trade License, etc. All such documents / certificates shall remain valid on the last date of tender submission.
- In case of inter-state transaction, WTL will provide "Waybill". However, statutory charges, if any will be borne by the bidder.
- GST component of the invoice of the bidder may be kept on hold in case there is any mismatch / irregularity in GST return filling on the part of the bidder.

### **40. DISCREPANCIES IN BID**

- Discrepancy between description in words and figures, the rate which corresponds to the words quoted by the bidder shall be taken as correct.
- Discrepancy in the amount quoted by the bidder due to calculation mistake of the unit rate then the unit rate shall be regarded as firm.
- Discrepancy in totaling or carry forward in the amount quoted by the bidder shall be corrected.

### **41. BID DUE DATE**

The tender shall be submitted not later than the due date and time specified in the Important Dates Sheet. WTL may at its discretion on giving reasonable notice by fax, or any other written communication to all prospective bidders who have been issued the bid documents, extend the bid due date, in which case all rights and obligations of the WTL and the bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

### **42. LATE BID**

Any proposal received after the deadline for submission of proposals may not be accepted.

### **43. OPENING OF BID BY WTL**

Bids shall be opened and downloaded electronically through operation of the process in the e-Tender portal in presence of Tender Committee. Bidders interested to remain present during electronic bid opening may attend the bid opening session at WTL premises at scheduled date & time.

### **44. CONTACTING WTL**

Bidder shall not approach WTL officers beyond office hours and/or outside WTL office premises from the time of the Bid opening to the time of finalization of successful bidder. Any effort by bidder to influence WTL office in the decision on Bid evaluation, Bid comparison or finalization may result in rejection of the Bidder's offer. If the bidder wishes to bring additional information to the notice of WTL, it should be in writing.

### **45. WTL'S RIGHT TO REJECT ANY OR ALL BIDS**

WTL reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

### **46. BID CURRENCIES**

Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, cess etc.

### **47. PRICE**

- Price should be quoted in the BOQ format only. No deviation is acceptable.
- Price quoted should be firm, inclusive of packing, forwarding, insurance and freight charges.
- Percentage/specified amount of taxes & duties should be clearly mentioned otherwise WTL reserves the right to reject such vague offer.
- Price to be quoted inclusive of supply, installation & commissioning charges.

### **48. CANVASSING**

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so will render him liable to penalties, which may include removal of this name from the register of approved Contractors.

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### **49. NON-TRANSFERABILITY OF TENDER**

This tender document is not transferable.

### **50. FORMATS AND SIGNING OF BID**

The original and all copies of the proposals shall be neatly typed and shall be signed by an authorized signatory(ies) on behalf of the Bidder. The authorization shall be provided by written Power of Attorney accompanying the proposal. All pages of the proposal, except for un-amended printed literature, shall be initialed by the person or persons signing the proposal. The proposal shall contain no interlineations, erase or overwriting. In order to correct errors made by the Bidder, all corrections shall be done & initialed with date by the authorized signatory after striking out the original words/figures completely.

### **51. WITHDRAWAL OF BID**

Bid cannot be withdrawn during the interval between their submission and expiry of Bid's validity period. Fresh Bid may be called from eligible bidders for any additional item(s) of work not mentioned herein, if so required.

### **52. INTERPRETATION OF DOCUMENTS**

If any bidder should find discrepancies or omission in the specifications or other tender documents, or if he should be in doubt as to the true meaning of any part thereof, he shall make a written request to the tender inviting authority for correction/clarification or interpretation or can put in a separate sheet along with his technical bid document.

### **53. SPLITTING OF THE CONTRACT AND CURTAILMENT OF WORK**

WTL reserves the right to split up and distribute the work among the successful technically qualified bidders and to curtail any item of work in the schedule partly or fully based on scheme requirement. As it is a time constrained process, the work may be distributed as mentioned above at L1 rate arrived through the process.

### **54. PREPARATION OF TENDER**

Tender shall be submitted in accordance with the following instructions:

1. Tenders shall be submitted in the prescribed forms. Digital signatures shall be used. Where there is conflict between the words and the figures, the words shall govern.
2. All notations must be in ink or type written. No erasing or overwriting will be permitted. Mistakes may be crossed out and corrections typed or written with ink adjacent thereto and must be initialed in ink by the person or persons signing the tender.
3. Tenders shall not contain any recapitulation of the work to be done. Alternative proposals will not be considered unless called for. No written, oral, telegraphic or telephonic proposals for modifications will be acceptable.
4. Tenders shall be uploaded as notified on or before the date and time set for the opening of tenders in the Notice Inviting Tenders.
5. Tenders subject to any conditions or stipulations imposed by the bidder are liable to be rejected.
6. Each and every page of the tender document must be signed with company seal by the bidder.

### **55. CLARIFICATION OF BIDS**

During evaluation of the bids, the Customer/Tender Committee, at its discretion may ask the bidder for clarification of its bid. The request for the clarification and the response shall be in writing (fax/email) and no change in the substance of the bid shall seek offered or permitted.

### **56. COMPLIANCE WITH LAW**

The contractor hereto agrees that it shall comply with all applicable union, state and local laws, ordinances, regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required.

The contractor shall establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labor legislation.

### **57. ERASURES OR ALTERNATIONS**

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The offers with overwriting and erasures may make the tender liable for rejection if each of such overwriting/erasures/manuscript ions is not only signed by the authorized signatory of the bidder. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. The Customer may treat offers not adhering to these guidelines as unacceptable. The Customer may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This shall be binding on all bidders and the Tender Committee reserves the right for such waivers.

### **58. FINAL INSPECTION**

Final inspection may be carried by the authorized representative from WTL.

### **59. PRE-DISPATCH INSTRUCTION**

All materials / equipment's supplied against the purchase order may be subjected to Inspection, check and /or test by the authorized representative from WTL.

### **60. SITE INSPECTION**

Bidder can inspect (at their own cost) the sites if required, for which they have to take necessary permission from WTL in writing. WTL will take at least four days to organize such permission.

### **61. QUALITY CONTROL**

- The contractor is obliged to work closely with WTL act within its authority and abide by directive issued by them on implementation activities.
- The contractor will abide by the safety measures and free WTL from all demands or responsibilities arising from accident/loss of life, the cause of which is due to their negligence. The bidder will pay all indemnities arising from such incidents and will not hold WTL responsible.
- The contractor will treat as confidential all data and information about the system, obtained in the execution of its responsibilities in strict confidence and will not reveal such information to any party without the prior written approval of WTL.
- WTL reserves the right to inspect all phases of contractor's operation to ensure conformity to the specifications. WTL shall have engineers, inspectors or other duly authorized representatives made known to the contractor, present during the progress of the work and such representatives shall have free access to the work at all times. The presence or absence of representatives of WTL does not relieve the contractor of the responsibility for quality control in all phases.
- The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.

### **62. SERVICE LEVEL AGREEMENT**

#### **Purpose**

The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clearly define the levels of service which shall be provided by the Contractor to the Client for duration of the project.

The benefits of these SLAs are to:

1. Trigger a process that applies to the Contractor's management attention to some aspect of performance when that as pact drops below an agreed upon threshold, or target.
2. Makes explicit the expectations that the Client has for performance
3. Helps the Client control the levels and performance of Contractors service

**The final SLAs will be back-to-back between DVC-WTL and WTL-Contractor. The SLA for service in compliance to the minimum SLA required must be submitted by the L1 bidder on placement of order. WTL reserves the right to change/modify the SLAs during the finalization of the contractual agreement with the successful bidder.**

#### **Following is the indicative SLA**

##### **On Time Delivery:**

This SLA shall be used to evaluate the timelines for completion of deliverables as per scope of the work defined for the project.

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### **SLA penalty calculation will be as follows:**

For delay of every week in completion & submission of the deliverable mentioned, the Contractor would be charged with penalty of 0.5% of the value of the total contract value of the order with maximum of 5% of total contract value (excluding all taxes & duties).

### **63. GENERAL TERMS**

- a) All the documents to be submitted by the bidder along with their offer should be duly authenticated by the person signing the offer and if at any point of time during procurement process or subsequently it is detected that documents submitted are forged/tampered/manipulated in any way, the total responsibility lies with the bidder and WTL reserves the full right to take action as may be deemed fit including rejection of the offer and such case is to be kept recorded for any future dealing with them.
- b) No Technical/Commercial clarification will be entertained after opening of the tender.
- c) Quantity mentioned in the tender document is indicative only and orders shall be placed subject to actual requirement. WTL reserve the right to increase or decrease the quantity specified in the tender.
- d) WTL reserve the right to reject or accept or withdraw the tender in full or part as the case may be without assigning the reasons thereof. No dispute of any kind can be raised the right of buyer in any court of law or elsewhere.
- e) WTL reserve the right to ask for clarification in the bid documents submitted by the bidder. Documents may be taken if decided by the committee.
- f) Supporting technical brochures/catalogues indicating each feature in respect of offered model and make must be submitted along with the offer, in absence of which the offer is liable to be ignored.
- g) No dispute by the bidders in regard to Technical/Commercial points will be entertained by WTL and decision taken by the Tender Committee will be final.
- h) Discrepancy in the amount quoted by the bidder due to calculation mistake, the unit rate shall be regarded as firm and the totaling or carry in the amount quoted by the bidder shall be corrected accordingly.
- i) The price offers shall remain firm within the currency of contract and no escalation of price will be allowed.
- j) The acceptance of the tender will rest with the accepting authority who is not bound to accept the lowest or any tender and reserves the right to reject in part or in full any or all tender(s) received and to split up the work among participants without assigning any reason thereof.
- k) The customer/WTL at its discretion may extend the deadline for the submission of Bids.
- l) The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.

### **m) Below mentioned clauses are applicable for all OEM / Products & Bidders:**

Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority [DPIIT OM No.6/18/2019- PPD dated 23.07.2020].

- i. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such

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person, participating in a procurement process.

ii. "Bidder from a country which shares a land border with India" for the purpose of above- mentioned Order means:

- n) The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

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**SECTION – F**

**BID FORM**

(Bidders are requested to furnish the Bid Form in the Format given in this section, filling the entire Blank and to be submitted on Letter Head in original)

**To**  
**Webel Technology Limited**  
**Plot – 5, Block – BP,**  
**Sector - V,**  
**Salt Lake City,**  
**Kolkata – 700091.**

**Sub: CCTV Security System Feasibility Study, Location Survey of Power Houses and Sub-stations, Detailed Project Report Preparation & Preparation of Tender Documents of DVC.**

Dear Sir,

1. We the undersigned bidder/(s), having read and examined in details the specifications and other documents of the subject tender no WTL/DVC/CCTV/25-26/051 DATED 30.01.2026, do hereby propose to execute the job as per specification as set forth in your Bid documents.
2. The prices of all items stated in the bid are firm during the entire period of job irrespective of date of completion and not subject to any price adjusted as per in line with the bidding documents. All prices and other terms & conditions of this proposal are valid for a period of 180 (one hundred eighty) days from the date of opening of bid. We further declare that prices stated in our proposal are in accordance with your bidding.
3. We confirm that our bid prices include all other taxes and duties and levies applicable on bought out components, materials, equipments and other items and confirm that any such taxes, duties and levies additionally payable shall be to our account.
4. Earnest Money Deposit & Tender fee: We have transferred EMD & Tender Fee amount online through e-Tender portal.
5. We declare that items shall be executed strictly in accordance with the specifications and documents irrespective of whatever has been stated to the contrary anywhere else in our proposal. Further, we agree that additional conditions, deviations, if any, found in the proposal documents other than those stated in our deviation schedule, save that pertaining to any rebates offered shall not be given effect to.
6. If this proposal is accepted by you, we agree to provide services and complete the entire work, in accordance with schedule indicated in the proposal. We fully understand that the work completion schedule stipulated in the proposal is the essence of the job, if awarded.
7. We further agree that if our proposal is accepted, we shall provide a Performance Bank Guarantee of the value equivalent to five percent (5%) of the Order value as stipulated in Financial Bid (BOQ).
8. We agree that WTL reserves the right to accept in full/part or reject any or all the bids received or split order within successful bidders without any explanation to bidders and his decision on the subject will be final and binding on Bidder.

Dated, this .....day of .....2026

Thanking you, we remain,

**WEBEL TECHNOLOGY LIMITED**

Yours faithfully

.....  
Signature

.....  
Name in full

.....  
Designation

**Signature & Authorized Verified by**

.....  
Signature

.....  
Name in full

.....  
Designation

.....  
Company Stamp

## WEBEL TECHNOLOGY LIMITED

### SECTION – G

#### **TECHNO COMMERCIAL EVALUATION & AWARDING OF CONTRACT**

##### **1. EVALUATION PROCEDURE**

- The Eligibility Criteria (Section - D) will be evaluated by Tender Committee and those qualify will be considered for further evaluation.
- The Tender Committee would perform the Techno Commercial Evaluation. In order to facilitate the evaluation, the marking scheme presented below is an indication of the relative importance of the different criteria of evaluation. Bidders securing a minimum of 70% marks in the Techno Commercial Evaluation for qualifying evaluation.
- Bidders after qualifying in Techno Commercial Evaluation will only be considers for Financial Bid Evaluation.

##### **2. EVALUATION CRITERIA**

###### **Techno Commercial Evaluation**

The evaluation methodology would take into consideration both the Technical response as well as the financial response. During the evaluation process, the evaluation committee will assign each desirable/preferred feature a whole number score for the Techno Commercial Bid as defined in the table below

| <b>Sl. No.</b> | <b>Technical Evaluation Criteria</b>  | <b>List of documents/</b>                                      | <b>Points</b> |
|----------------|---|--|---------------|
| 1              | <b>Turnover:</b> The Bidder / The Prime Bidder of the Consortium should have an average annual turnover of minimum Rs. 2.5 Crore over the last 3 financial years (FY 2022-23, 2023-24 & 2024-25) – (Maximum Marks – 20)<br><b>a. ≥ Rs 10 Cr: 20 Marks</b><br><b>b. ≥ Rs 5 Cr and &lt; Rs 10 Cr: 15 Marks</b><br><b>c. ≥ Rs 3 Cr and &lt; Rs 5 Cr: 10 Marks</b>  | Audited Balance Sheet / Audited Accounts / Auditor Certificate | <b>20</b>     |
| 2              | <b>Experience in delivering project with project value:</b> (Maximum Marks 30)<br>Within current and in the last 03 (Three) financial years (2022-23, 2023-24, 2024-25 and 2025-26), the Bidder / Any Partner of the Consortium has completed “Similar Nature” Project in Central/State Government/PSU/Autonomous Body/Reputed Organization.<br><b>a. Single Order with Minimum value of Rs. 1.33Cr. 30 Marks</b><br><b>b. Two Orders with Minimum value of Rs. 83L each 20 Marks</b><br><b>c. Three Orders with Minimum value of Rs. 64L each 10 Marks</b> | Order copy with the completion certificate or equivalent       | <b>30</b>     |
| 3              | <b>Experience with Technology:</b> (Maximum Marks 20)<br>In last 3 years prior to bid due date, the Bidder / Any Partner of the Consortium has completed project(s) of “Similar Nature” in Central/State Government/PSU/Autonomous Body/Reputed Organization in India.<br><b>a. ≥ 2 Projects: 20 Marks</b><br><b>b. ≥ 1 Projects 10 Marks</b>   | Order copy with the completion certificate or equivalent       | <b>20</b>     |
| 4              | <b>Proposed Solution:</b> Presentation on Proposed Solution and Delivery Methodology to be given by the proposed team of the bidder to the tender evaluation committee. (Maximum Marks – 30)  | Presentation   | <b>30</b>     |
|                | <b>TOTAL</b>  |  | <b>100</b>    |

All claims to be supported by relevant documents / certificates. Onus of substantiating claims lies with the bidder.

**Passing Marks: 70**

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### **3. FINAL EVALUATION**

Financial Proposal of the bidders qualifying in the evaluation of Techno Commercial will be evaluated. The bidder who has qualified in the Techno Commercial and returns with lowest quote (L1) in Financial Bid will normally be awarded the contract subject to Post Qualification.

### **4. AWARDING OF CONTRACT**

An affirmative Post Qualification determination will be prerequisite for award of the contract to the most overall responsive bidder for this project. Bidders, if disqualified in the technical evaluation, it will result in rejection of bidder's bid. Technically qualified bidders shall be evaluated for price bid. The lowest bidder shall be determined through price bid evaluation. WTL will award the contract to the successful bidder whose bid has been determined to be substantially responsive after final negotiation may held with the most responsive bidder (L1), if required.

- Bidders must submit price bid for this project. Any non-compliance to the price bid shall lead to rejection.
- L1 Bidders shall be awarded the contract for this project.

### **5. POST QUALIFICATION**

The determination will evaluate the Bidder's financial, technical, design, integration, customization, production, management and support capabilities and will be based on an examination of the documentary evidence of the Bidder's qualification, as well as other information WTL deems necessary and appropriate. This determination may include visits or interviews with the Bidder's client's reference in its bid, site inspection, and any other measures.

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### SECTION – H

### GUIDANCE FOR E-TENDERING

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the Bidders to participate in e-Tendering.

1. **Registration of Bidder:**

Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System through logging on to <https://wbtenders.gov.in>. The Bidder is to click on the link for e-Tendering site as given on the web portal.

2. **Digital Signature Certificate (DSC):**

Each Bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated above. DSC is given as a USB e-Token.

3. The Bidder can search & download N.I.T. & BOQ electronically from computer once he logs on to the website mentioned above using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. **Participation in more than one work:**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If, found to be applied severally in a single job all the applications will be rejected.

5. **Submission of Tenders:**

Tenders are to be submitted through online to the website stated above in two folders at a time, one in Techno Commercial Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats)

The proposal should contain scanned copies of the following in two covers (folders).

**Techno Commercial Cover:**

**Technical Document1**

1. Bid Form as per format (Section – F)
2. Other documents, if any

**Technical Document2**

1. NIT Declaration duly stamped & signed in bidder's letter head, (Section – P)
2. Other documents, if any

**Financial Cover:**

BOQ (Bill of Quantity) will be downloaded and same will be uploaded with quoted rates. While uploading BOQ file name shall remain unchanged. Absence of this document shall lead to summary rejection of the bid.

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**NON-STATUTARY COVER (MY SPACE) CONTAIN FOLLOWING DOCUMENT:**

**(In each folder, scanned copy will be uploaded with single file having multiple pages)**

| <b>Sl. No.</b> | <b>Category Name</b> | <b>Sub Category Name</b>      | <b>Sub Category Description</b>  |
|----------------|----------------------|-------------------------------|--|
| A              | CERTIFICATES         | A1. CERTIFICATES              | <ul style="list-style-type: none"><li>• GST Registration Number</li><li>• PAN</li><li>• Document as per Section – D</li></ul>                      |
| B              | COMPANY DETAILS      | B1. COMPANY DETAILS 1         | <ul style="list-style-type: none"><li>• Document as per Section – D</li><li>• Other documents, if any</li></ul>                                    |
|                |                      | B2. COMPANY DETAILS 2         | <ul style="list-style-type: none"><li>• Company Profile (Not more than 3 pages)</li><li>• ISO Certificate as per Section –D</li></ul>              |
| C              | CREDENTIAL           | CREDENTIAL 1                  | <ul style="list-style-type: none"><li>• Order copies as per Section – D</li></ul>  |
|                |                      | CREDENTIAL 2                  | <ul style="list-style-type: none"><li>• Product brochure</li><li>• Other documents, if any</li></ul>   |
| D              | DECLARATION          | DECLARATION 1                 | <ul style="list-style-type: none"><li>• Order details (Section – N)</li><li>• Financial Capability of Bidder as per format (Section – K)</li></ul> |
|                |                      | DECLARATION 2                 | <ul style="list-style-type: none"><li>• Document as per Section – D</li><li>• Other documents, if any</li></ul>                                    |
|                |                      | DECLARATION 3                 | <ul style="list-style-type: none"><li>• Bidder's Details as per format (Section – L)</li></ul>   |
|                |                      | DECLARATION 4                 | <ul style="list-style-type: none"><li>• Details of Capability as per format (Section – J)</li></ul>  |
|                |                      | DECLARATION 5                 | <ul style="list-style-type: none"><li>• Other documents, if any</li></ul>  |
| F              | FINANCIAL INFO       | P/L & BALANCE SHEET 2022-2023 | P/L & BALANCE SHEET 2022-2023  |
|                |                      | P/L & BALANCE SHEET 2023-2024 | P/L & BALANCE SHEET 2023-2024  |
|                |                      | P/L & BALANCE SHEET 2024-2025 | P/L & BALANCE SHEET 2024-2025  |

**WEBEL TECHNOLOGY LIMITED****SECTION – I****BILL OF MATERIAL**

The bill of material (BOM), for CCTV Security System Feasibility Study, Location Survey of Power Houses and Sub-stations, Detailed Project Report Preparation & Preparation of Tender Documents of DVC are as shown below:

| SL # | Item  | Work Details  | Unit   | Qty |
|------|---|---|--------|-----|
| 1    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | BTPS B (Bokaro Thermal Power Station) including BTPS Colony   | Number | 1   |
| 2    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | C'TPS (Chandrapura Thermal Power Station) including C'TPS Colony<br>C'TPS A 132 KV<br>C'TPS A 220 KV<br>C'TPS B 220 KV  | Number | 1   |
| 3    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | D'TPS (Durgapur Thermal Power Station)  | Number | 1   |
| 4    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | K'TPS (Koderma Thermal Power Station) including K'TPS Colony  | Number | 1   |
| 5    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | M'TPS (Mejia Thermal Power Station) including M'TPS Colony<br>M'TPS A<br>M'TPS B  | Number | 1   |
| 6    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | R'TPS (Raghunathpur Thermal Power Station) including R'TPS Colony   | Number | 1   |
| 7    | CCTV Feasibility Study, Location Survey of Thermal Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)   | DSTPS (Durgapur Steel Thermal Power Station, Andal)   | Number | 1   |
| 8    | CCTV Feasibility Study, Location Survey of Dam/Hydel Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III) | Tilaiya Dam   | Number | 1   |
| 9    | CCTV Feasibility Study, Location Survey of Dam/Hydel Power Station (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III) | Konar Dam   | Number | 1   |
| 10   | CCTV Feasibility Study, Location Survey of Sub-stations (Stage-I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III)            | 13 sub-stations<br><br>1. Belmuri (Hoogly)<br>2. Biada (Bokaro)<br>3. Chandil (Saraikela)<br>4. Hazaribagh<br>5. Howrah SLDC & Howrah 132 KV (Howrah)<br>6. Jamuria (Ikrah) | Number | 13  |

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| SL # | Item   | Work Details   | Unit   | Qty |
|------|--|--|--------|-----|
|      |  | 7. Kharagpur (Midnapore)<br>8. Kolaghat (Midnapore)<br>9. Konar (Bokaro) sub-station<br>10. Nimiaghat (Giridih)<br>11. North Karanpura (Chatra)<br>12. Patratu (Ramgarh)<br>13. Sindri (Domgarh) |        |     |
| 11   | Control Roon Design at DVC Head Quarter (Phase I)<br>Detailed Project Report Preparation (Stage-II)<br>Preparation of Tender Documents (Stage-III) | DVC Head Quarter   | Number | 1   |

**WEBEL TECHNOLOGY LIMITED**

**SECTION – I**

**DETAILS OF TECHNICAL CAPABILITY OF BIDDER**

(Tender No. WTL/DVC/CCTV/25-26/051 DATED 30.01.2026)

| <b>Sl. No.</b> | <b>Project Name</b> | <b>Start Date</b> | <b>End Date / Status</b> | <b>Brief description of project &amp; scope of work (Implementation, operation &amp; maintenance)</b> | <b>Type of project</b> | <b>Approx value of the project</b> | <b>Contact details of the Customer</b> |
|----------------|---------------------|-------------------|--------------------------|---|------------------------|------------------------------------|--|
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |
|                |                     |                   |                          |   |                        |                                    |  |

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

- a. Type of Project shall indicate the implementation of services (Networking Setup, System Integration).
- b. Scope of work shall indicate whether it is implementation, Operation or maintenance.
- c. Submit Customer Order Copy details of the order indicating the project value, customer contact details, project completion certificate, customer satisfaction certificate etc.

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**SECTION – K**

**FINANCIAL CAPABILITY OF BIDDER**

(Tender No. WTL/DVC/CCTV/25-26/051 DATED 30.01.2026)

**FINANCIAL INFORMATION**

| Sl. No. | Name of the Bidder | Turnover (Rs. / Crores) |           |           |
|---------|--------------------|-------------------------|-----------|-----------|
|         |                    | 2024-2025               | 2023-2024 | 2022-2023 |
| 1       |                    |                         |           |           |

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Stamp of the Company: \_\_\_\_\_

**WEBEL TECHNOLOGY LIMITED****SECTION – L****BIDDERS'S DETAILS**

(Tender No. WTL/DVC/CCTV/25-26/051 DATED 30.01.2026)

|    |   |  |
|----|---|--|
| 1  | Name of the Firm  |  |
| 2  | Registered Office Address   |  |
|    | Contact Number  |  |
|    | Fax Number  |  |
|    | E-mail  |  |
| 3  | Correspondence / Contact address  |  |
|    | Name & Designation of Contact person  |  |
|    | Address   |  |
|    | Contact Number  |  |
|    | Fax Number  |  |
| 4  | E-mail  |  |
|    | Is the firm a registered company? If yes, submit documentary proof  |  |
|    | Year and Place of the establishment of the company  |  |
| 6  | Former name of the company, if any  |  |
| 7  | Is the firm <ul style="list-style-type: none"><li>▪ a Government/ Public Sector Undertaking</li><li>▪ a propriety firms</li><li>▪ a partnership firm (if yes, give partnership deed)</li><li>▪ a limited company or limited corporation</li><li>▪ a member of a group of companies, (if yes, give name and address and description of other companies)</li><li>▪ a subsidiary of a large corporation (if yes give the name and address of the parent organization). If the company is subsidiary, state what involvement if any, will the parent company have in the project.</li></ul> |  |
| 8  | Is the firm registered with Sales Tax department? If yes, submit valid GST Registration certificate.  |  |
| 9  | Is the firm registered for Service Tax with Central Excise Department (Service Tax Cell)? If yes, submit valid Service Tax registration certificate.  |  |
| 10 | Total number of employees. Attach the organizational chart showing the structure of the organization.   |  |
| 11 | Are you registered with any Government/ Department/ Public Sector Undertaking (if yes, give details)  |  |
| 12 | How many years has your organization been in business under your present name? What were your fields when you established your organization   |  |
| 13 | What type best describes your firm? (Purchaser reserves the right to verify the claims if necessary) <ul style="list-style-type: none"><li>▪ Manufacturer</li><li>▪ Supplier</li><li>▪ System Integrator</li><li>▪ Consultant</li><li>▪ Service Provider (Pl. specify details)</li><li>▪ Software Development</li><li>▪ Total Solution provider (Design, Supply, Integration, O&amp;M)</li><li>▪ IT Company</li></ul>   |  |
| 14 | Number of Offices in district headquarters in West Bengal   |  |
| 15 | Is your organization having ISO 9001:2015 certificates?   |  |
| 16 | List the major clients with whom your organization has been / is currently associated.  |  |

**WEBEL TECHNOLOGY LIMITED**

|    |  |  |
|----|--|--|
| 17 | Have you in any capacity not completed any work awarded to you? (If so, give the name of project and reason for not completing the work) |  |
| 18 | Have you ever been denied tendering facilities by any Government / Department / Public sector Undertaking? (Give details)                |  |

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_

**WEBEL TECHNOLOGY LIMITED**

**SECTION – M**

**PRE-BID MEETING QUERY**

(Tender No. WTL/DVC/CCTV/25-26/051 DATED 30.01.2026)

Name of the Bidder:

Queries

| <b>Sl. No.</b> | <b>Section No.</b> | <b>Clause No.</b> | <b>Page No.</b> | <b>Queries</b> |
|----------------|--------------------|-------------------|-----------------|----------------|
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**Note:** The filled form to be submitted in XLS and PDF Format. There is a cut off date for receiving of queries before Pre Bid Meeting. Queries received after the cutoff period will not be accepted. The Purchaser reserves the right to respond all queries over e-mail.

Authorized Signatory (Signature In full): \_\_\_\_\_

Name and title of Signatory: \_\_\_\_\_

Company Rubber Stamp: \_\_\_\_\_



**WEBEL TECHNOLOGY LIMITED**

**SECTION – O**

**PROFORMA FOR PERFORMANCE BANK GUARANTEE**

(On non-judicial stamp paper of appropriate value to be purchased in the name of executing Bank)

**PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT –CUM-PERFORMANCE  
GUARANTEE**

Ref ..... Bank Guarantee no.....

Date.....

**PROFORMA OF BG FOR SECURITY DEPOSIT**

KNOW ALL MEN BY THESE PRESENTS that in consideration of WEBEL TECHNOLOGY LIMITED, a Government of West Bengal Undertaking incorporated under the Companies Act, 1956 having its Registered office at Plot - 5, Block BP, Sector V, Kolkata-700 091 (hereinafter called "The Purchaser") having agreed to accept from \_\_\_\_\_ (hereinafter called "The Contractor") Having its Head Office at \_\_\_\_\_, a Bank guarantee for Rs. \_\_\_\_\_ in lieu of Cash Security Deposit for the due fulfillment by the Contractor of the terms & conditions of the Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ issued by the Purchaser for \_\_\_\_\_ (hereinafter called "the said work order \_\_\_\_\_ dated \_\_\_\_\_)". We \_\_\_\_\_ (Name & detailed address of the branch) (hereinafter called "the Guarantor") do hereby undertake to indemnify and keep indemnified the Purchaser to the extent of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only against any loss or damage caused to or suffered by the Purchaser by reason of any breach by the Contractor of any of the terms and conditions contained in the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ of which breach the opinion of the Purchaser shall be final and conclusive.

(2) AND WE, \_\_\_\_\_ DO HEREBY Guarantee and undertake to pay forthwith on demand to the Purchaser such sum not exceeding the said sum of \_\_\_\_\_ Rupees \_\_\_\_\_) only as may be specified in such demand, in the event of the Contractor failing or neglecting to execute fully efficiently and satisfactorily the order for \_\_\_\_\_ Work Order no. , \_\_\_\_\_ dated \_\_\_\_\_

(3) WE \_\_\_\_\_ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order as laid down in the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ including the warranty obligations and that it shall continue to be enforceable till all the dues of the Purchaser under or by virtue of the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ have been fully paid and its claims satisfied or is charged or till the Purchaser or its authorized representative certified that the terms and conditions of the said Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ have been fully and properly carried out by the said contractor and accordingly discharged the guarantee.

(4) We \_\_\_\_\_ the Guarantor undertake to extend the validity of Bank Guarantee at the request of the contractor for further period of periods from time to time beyond its present validity period failing which we shall pay the Purchaser the amount of Guarantee.

(5) The liability under the Guarantee is restricted to Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only and will expire on \_\_\_\_\_ and unless a claim in writing is presented to us or an action or suit to enforce the claim is filled against us within 6 months from \_\_\_\_\_ all your rights will be forfeited and we shall be relieved of and discharged from all our liabilities (thereinafter)

(6) The Guarantee herein contained shall not be determined or affected by liquidation or winding up or insolvency or closer of the Contractor.

(7) The executants has the power to issue this guarantee on behalf of Guarantor and holds full and valid power of Attorney granted in his favour by the Guarantor authorizing him to execute the Guarantee.

(8) Notwithstanding anything contained herein above, our liability under this guarantee is restricted to Rs.

**WEBEL TECHNOLOGY LIMITED**

\_\_\_\_\_ (Rupees \_\_\_\_\_) only and our guarantee shall remain in force up to \_\_\_\_\_ and unless a demand or claim under the guarantee is made on us in writing on or before \_\_\_\_\_ all your rights under the guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

WE, \_\_\_\_\_ lastly undertake not to revoke this guarantee during the currency except with the previous consent of the Purchaser in writing. In witness whereof we \_\_\_\_\_ have set and subscribed our hand on this \_\_\_\_\_ day of \_\_\_\_\_.

SIGNED, SEALED AND DELIVERED

\_\_\_\_\_  
(Stamp of the executants)

WITNESS

1) \_\_\_\_\_

2) \_\_\_\_\_

(Name & address in full with Rubber Stamp)

## **WEBEL TECHNOLOGY LIMITED**

### **INSTRUCTIONS FOR FURNISHING BANK GUARANTEE**

1. Bank Guarantee (B.G.) for Advance payment, Mobilization Advance, B.G. for security Deposit-cum-Performance Guarantee, Earnest Money should be executed on the Non- Judicial Stamp paper of the applicable value and to be purchased in the name of the Bank.
2. The Executor (Bank authorities) may mention the Power of Attorney No. and date of execution in his/her favour with authorization to sign the documents. The Power of Attorney is to be witnessed by two persons mentioning their full name and address.
3. The B.G. should be executed by a Nationalised Bank/ Scheduled Commercial Bank preferably on a branch located in Kolkata. B.G. from Co-operative Bank / Rural Banks is not acceptable.
4. A Confirmation Letter of the concerned Bank must be furnished as a proof of genuineness of the Guarantee issued by them.
5. Any B.G. if executed on Non-Judicial Stamp paper after 6 (six) months of the purchase of such stamp shall be treated as non-valid.
6. Each page of the B.G. must bear signature and seal of the Bank and B.G. Number.
7. The content of the B.G. shall be strictly as Proforma prescribed by WTL in line with Purchase Order /LOI/ Work Order etc. and must contain all factual details.
8. Any correction, deletion etc. in the B.G. should be authenticated by the Bank Officials signing the B.G.
9. In case of extension of a Contract the validity of the B.G. must be extended accordingly.
10. B.G. must be furnished within the stipulated period as mentioned in Purchase Order / LOI / Work Order etc.
11. Issuing Bank / The Bidder are requested to mention the Purchase Order / Contract / Work Order reference along with the B.G. No. For making any future queries to WTL.

**WEBEL TECHNOLOGY LIMITED**

**SECTION – P**

**NIT DECLARATION FOR BIDDER**

(Bidders are requested to furnish the Format given in this section, filling the entire Blank and to be submitted on Bidder's Letter Head)

To  
**Webel Technology Limited**  
**Plot-5, Block-BP, Sector-V,**  
**Salt Lake City,**  
**Kolkata-700091.**

**Sub: CCTV Security System Feasibility Study, Location Survey of Power Houses and Sub-stations, Detailed Project Report Preparation & Preparation of Tender Documents of DVC**

Dear Sir,

We the undersigned bidder/(s) declare that we have read and examined in details the specifications and other documents of the subject Tender No. WTL/DVC/CCTV/25-26/051 DATED 30.01.2026 for CCTV Security System Feasibility Study, Location Survey of Power Houses and Sub-stations, Detailed Project Report Preparation & Preparation of Tender Documents of DVC published by Webel Technology Limited in e-Tender website.

We further declare that we have agreed and accepted all the clauses / sub-clauses / formats / terms & conditions other requirements related to the said tender and we will abide by the same as mentioned in the tender document while participating and executing the said tender.

Thanking you, we remain

Yours faithfully

.....  
Signature

.....  
Name in full

.....  
Designation

.....  
Company Stamp

Dated, this.....day of.....2026

**WEBEL TECHNOLOGY LIMITED**

**SECTION - Q**

**CONSORTIUM AGREEMENT FORMAT**

(Tender No. WTL/DVC/CCTV/25-26/051 DATED 30.01.2026)

**(TO be given on Rs.100 stamp paper)**

This Consortium Agreement ("Agreement") is executed on this \_\_\_ day of \_\_\_\_\_, 2026 by and between \_\_\_\_\_, ("Lead Member"), a Company incorporated under the laws of \_\_\_\_\_ having its Registered Office at \_\_\_\_\_ (hereinafter called the "Lead Member", which expression shall include its successors, executors and permitted assigns) of the First Part;

And

\_\_\_\_\_, a Company incorporated under the laws of \_\_\_\_\_ having its Office Registered at \_\_\_\_\_ (hereinafter called the "**Consortium Partner**", which expression shall include its successors, executors and permitted assigns) of the Second Part.

(Each Member individually shall be referred to as the 'Member' or 'Party' and both the Members shall be collectively referred to as the 'Members' or 'Parties' in this Agreement). WHEREAS, WTL has issued Tender No WTL/DVC/CCTV/25-26/051 DATED 30.01.2026 (hereinafter "The Tender") for Request for Proposal (RFP) Document for **CCTV Security System Feasibility Study, Location Survey of Power Houses and Sub-stations, Detailed Project Report Preparation & Preparation of Tender Documents of DVC** and invited bids for this purpose.

AND WHEREAS, the Tender stipulates that the Lead Member may enter into a Consortium Agreement with another Company/ Corporate entity to fulfil the Technical Eligibility Criteria stipulated in Tender

NOW THEREFORE, THIS AGREEMENT WITNESSTH AS UNDER

In consideration of the above premises and agreements all the Members in this Consortium agreement do hereby mutually agree as follows: ·

1. We, the Members of the Consortium and Members to the Agreement do hereby unequivocally agree that \_\_\_\_\_ shall act as the Lead Member for the Consortium.
2. The Lead Member shall be liable and responsible for ensuring the individual and collective commitment of each of the Members of the Consortium in discharging all of their respective obligations. Each Member further undertakes to be individually liable for the performance of its part of the obligations envisaged in this Agreement.
3. Subject to the terms of this Agreement, the Consortium Partner shall be responsible for providing technical knowledge required for the Tender to the Lead Member. Furthermore, Lead member and Consortium Partner shall enter into a separate definitive agreement (hereinafter referred to as "Definitive Agreement") with each other defining respective rights, duties, obligations, liabilities, etc. of both the parties for the performance of the obligations as per the Tender.
4. This Agreement shall be construed and interpreted in accordance with the Laws of India and courts at Kolkata alone shall have the exclusive jurisdiction in all matters relating thereto and arising there under.
5. It is hereby further agreed that in case of being shortlisted, the Members do hereby agree that they shall abide by the terms & conditions of the Tender.
6. It is further expressly agreed that this Agreement shall be irrevocable and shall form an integral part of the bid submitted to WTL and shall remain in full force and effect until the date of occurrence of any of the following events or conditions. whichever shall first occur: -
  - a) Termination of the Tender;
  - b) Rejection of Bid submitted by the Parties in consortium with each other;

## **WEBEL TECHNOLOGY LIMITED**

- c) Contract/Bid is awarded to a third party;
  - d) The Lead Member decides not to submit the Bid.
- 6.1 Consequences of Termination/ expiry
- a) Each Party shall handover all information, documents, materials, Confidential Information of the other Party as may be provided by such other Party in accordance with the terms of this Consortium Agreement within 15 (fifteen) days of termination of this Consortium Agreement.
  - b) The Consortium Partner shall maintain all data, all necessary and required records, registers and accounts in respect of the services provided and shall furnish the same to Lead Partner on request.
7. In case the Consortium is declared as successful bidder and Contract is awarded to the Consortium, then Lead Member and Consortium Partner shall enter into Definitive Agreement defining respective rights, duties, obligations, liabilities etc. of both the parties for the performance of the obligations as per Tender. Further, the Consortium Members shall continue to be members of the Consortium and continue to fulfil their respective obligations/scope of work under this Consortium Agreement post award of the Bid/Contract, for the duration specified in the Tender.
8. It is hereby expressly understood between the Members that no Member at any given point of time, may assign or delegate its rights, duties or obligations under this agreement without the explicit permission of WTL.
9. Each Party to this Consortium Agreement shall bear its respective costs, expenses and liabilities as a result of its obligations and efforts under this Agreement. Neither Party shall have any right to any reimbursement, payment or compensation of any kind from each other during the period prior to the award of the contract by WTL nor, any other contract executed in consequence of this Consortium Agreement. However, it is clarified that this clause shall not apply over the Definitive Agreement entered into between both the parties as per this agreement.
10. This Agreement:
- a) has been duly executed and delivered on behalf of each Member hereto and constitutes the legal, valid, binding and enforceable obligation of each such Member;
  - b) sets forth the entire understanding of the Members hereto with respect to the subject matter hereof: and
  - c) May not be amended or modified except in writing signed by each of the Members and with prior written consent of WTL.
11. If at any time any dispute, differences or question arises between the Parties concerning the meaning, construction, interpretation, effect and scope of this Consortium Agreement regarding the respective rights and liabilities of the Parties under this Consortium Agreement, then such disputes, differences or question shall be amicably resolved through mutual discussions and negotiations; if the Parties fail to resolve such dispute within 30 days of commencement of amicable settlement process such dispute shall be referred to and finally resolved by arbitration in accordance with the Arbitration and Conciliation Act, 1996 (as amended from time to time). The Arbitration procedure shall be conducted in English language at Kolkata. The arbitration award passed by the sole arbitrator (mutually appointed by the parties) shall be final and binding on the Parties.
12. Legal Relationship
- 12.1 Relationship between the Parties is on principal to principal basis. This Consortium Agreement does not in any respect make Consortium Partner an agent or a partner of the Lead Member nor does it establish any joint venture between the Parties or authorize the Consortium Partner to transact any business in the name of the Lead Member or to incur any obligation or liability for or on behalf of the Lead Member except as otherwise specifically set forth herein or as may be agreed upon specifically in writing.
- 12.2 Each Party confirms it is acting on its own behalf and not for the benefit of any other Party.
13. Indemnity

**WEBEL TECHNOLOGY LIMITED**

Each Party (the Indemnifying Party") shall indemnify, defend and hold harmless the other Party (the Indemnified Party") from any and all direct costs, losses, liabilities or expenses (including reasonable attorneys' fees) incurred by the Indemnified Party to the extent arising from the breach by the Indemnifying Party of any of its obligations under this Consortium Agreement.

Each Party acknowledges that monetary damages would not be a sufficient remedy for any breach of this Consortium Agreement by such Party and that the other Party would suffer irreparable harm as a result of any such breach. Accordingly, each Party will be entitled to equitable remedies, including but not limited to injunctive relief and specific performance for any breach or threatened breach of this Consortium Agreement by the other Party, in addition to any other rights or remedies available to such Party.

**14. Limitation of Liability**

No Party shall be liable towards the other Party for consequential, indirect, incidental, or special (including multiple or punitive) damages of any kind, including, but not limited to, lost orders, sales or profits.

**15. Assignment**

Neither party shall have the right to assign or otherwise transfer, in whole or in part, any of its rights or obligations under this Consortium Agreement without obtaining prior written consent from the other party.

**16. Severable Terms**

The provisions of this Consortium Agreement are severable. If any provision is determined by a court of competent jurisdiction to be in valid, void or unenforceable under the existing law, that provision shall be modified to the extent necessary to make it enforceable. The remaining provisions of this Consortium Agreement or validity of this Consortium Agreement shall not be affected or impaired thereby.

**17. Waiver and Amendment**

No provision of this Consortium Agreement shall be modified or waived, except by a writing signed by an authorized person from each party in presence of two witnesses Any failure or delay in asserting any provision or breach does not waive that or any other provision or breach. A waiver does not act as a waiver of any provision or breach on any other occasion.

**Entire Agreement**

This Consortium Agreement sets forth the entire understanding and agreement of the Parties with respect to the subject matter hereof and supersedes all other oral or written representations, arrangements and understanding.

**Counterparts**

IN WITNESS WHEREOF, the Members have, through their authorized representatives, executed these present on the Day, Month and Year first mentioned above.

**Witnesses:**

For \_\_\_\_

1.

2.

For \_\_\_\_

1.

2.

This Agreement shall be executed in two counterparts that together shall constitute one and the same instrument. Each Party shall retain one counterpart.