

WEBEL TECHNOLOGY LIMITED

(A Govt. of West Bengal Undertaking)

An ISO 9001:2015 Company

Plot – 5, Block – BP, Sector – V, Salt Lake, Kolkata – 700091

TENDER NOTICE

Tender No.	WTL/INHOUSE/S&P/25-26/058
Date	25.02.2026
Brief Description of tender	Annual Maintenance Contract for Sanitary & Plumbing Works

We have requirement of Annual Maintenance Contract for Sanitary & Plumbing Works at Webel Technology Limited (WTL) office premises (Ground Floor), Block – BP, Plot – 5, Sector – V, Salt Lake City, Kolkata – 700091.

INSTRUCTION TO THE BIDDERS

1. Scope of Works

Sealed Tenders are invited by Webel Technology Limited (WTL) for Annual Maintenance Contract for Sanitary & Plumbing Works at office premises of Webel Technology Limited. The contractor shall carry out the said work in every respect and is strictly accordance with this contract and with the directions of and to the satisfaction of the WTL.

2. Job Details

The work details related to ground floor are as follows:

- a) Maintenance of water pipelines connected to toilets and basins, monthly cleaning of toilet outlet pipes, and monthly cleaning of four 1000-liter overhead water tanks using bleaching powder and chlorine.
- b) It also covers maintenance of sanitary fixtures including 7 PVC cisterns, 7 commodes with covers, 9 basins with taps, 9 urinals, 16 stop cocks, 9 taps, 6 liquid soap containers, and 18 drain holes with nets (quantities tentative and subject to variation).
- c) All items shall undergo monthly service maintenance, with additional service provided within 24 hours as required, and all necessary spare parts shall be supplied free of cost as per OEM specifications, including annual replacement of all commode lids with new OEM-compliant lids.
- d) Connecting PVC pipes for inlet and outlet of basins and urinals, metal waste protection covers, zinc, and white cement shall be replaced once every month, and all necessary tools and tackles required for maintenance shall be provided by you at your own cost.

3. Site and its Locations

The proposed work is to be carried out at Webel Technology Limited, Plot – 5, Block – BP, Sector – V, Salt Lake, Kolkata – 700091.

4. Site Visit

The bidder shall, at his own responsibility and expense, obtain all necessary information and data required to complete this tender and execute the work satisfactorily. The bidder will be fully responsible for considering all financial implications before submitting the tender. Vendors may inspect the scope of work at WTL premises, by prior appointment, between 11:00 AM and 4:00 PM on any working day.

5. Tender Documents

- e) The bidder requiring further information or clarification on the tender document may contact Mr. Dilip Bhattacharyya, Webel Technology Limited up to the closing date during office hours only.
- ii) The bidder must fill and submit the tender copy without making any additions or alteration in the tender document. Incomplete tenders and those submitted not as per the instructions are liable to be rejected.

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6. Manner of Submission of Tender Document

- A) The tender duly filled in all respects must be received by Webel Technology Limited, Kolkata not later than stipulated time and date. Any proposal received by WTL after the deadline for submission of proposals may not be accepted. WTL reserves' the right to accept of the late entries.
- B) The tender shall be submitted in a sealed envelope with marking “**Tender of AMC for Sanitary & Plumbing Works**” & **Tender No. WTL/INHOUSE/S&P/25-26/058** dated 25.02.2026 super-scribed over it. The tender shall be forwarded to “**M/s Webel Technology Limited, Block – BP, Plot- 5 , Sector – V, Salt Lake City, Kolkata – 700091.**”

7. Awarding of Contract

WTL will award the contract to the successful bidder, whose bid has been determined to be substantially responsive or L-1 in the total value.

8. Duration of Contract

The contract shall be valid for two years, subject to a 4-month probation and performance-based extensions, with rates remaining unchanged during any interim extension due to delay in issuing a fresh tender.

9. Mode of Payment

Payment will be made once a month after ascertaining the satisfactory Performance of contractual responsibility carried out in the previous calendar month. The payment will be released on rendering satisfactory service against submission of bill supported by call sheet duly certified by WTL's authorized official. No advance will be paid and no running bills will be entertained. Taxes applicable will be deducted at source.

10. Rates and Prices

Bidders must quote rates for each item in both words and figures; in case of discrepancy, the rate quoted in words shall prevail, and unit rates shall govern over total amounts. Units and item descriptions must not be altered; any discrepancies should be reported immediately. The Price Bid must be signed by the authorized person, with any corrections duly attested. Quoted rates shall be firm and inclusive of all costs, taxes, levies, and statutory charges. WTL reserve the right to negotiate with the bidder ranked first on best value basis. The Price Sheet must be submitted on the bidder's letterhead.

11. Price Variation

Price is firm. No escalation will be done.

12. Arbitration

Any disputes arising from this contract, except those expressly stated as final, shall be referred to a sole Arbitrator upon written notice by either party to the other and to the Employer.

The Employer or contractor will provide a panel of three unconnected persons, from which one will be selected as the Sole Arbitrator; if either party fails to act within the specified time, the selection will be made by the Competent Authority or the other party.

The arbitration will not delay the execution of work or payments due under the contract and the Arbitrator will decide each dispute according to the contract, issuing reasoned awards at a venue of their discretion. Fees and costs of arbitration, including the Arbitrator's fees, shall be shared equally by the parties unless otherwise directed.

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13. Damage to Person and Property

- a) The contractor shall indemnify WTL against all losses, claims, damages, costs, charges, and expenses arising from injury, material damage, or physical damage to property in connection with the execution and maintenance of the works, except to the extent the contract provides otherwise or in respect of compensation specifically excluded.
- b) The permanent use or occupation of land by or any part thereof.
- c) The right or WTL to execute the works or any part thereof, on, over, under, in or through any lands.
- d) Inquiries or damages to persons or properties which are unavoidable result of the execution or maintenance of the works in accordance with the contract.
- e) Injuries or damage to persons or property resulting from any act or neglect of WTL their agents, employees or other contractor not being employed by the contractor or for or in respect of any claims, proceedings, damages, costs, charges and expenses in respect thereof or in relation thereto or where the injury or damage was contributed to by the contractor, his servants or agents such part of the compensation as may be just and equitable having regard to the extent of the responsibility of WTL, their employees, or agents or other employees, or agents or other contractors for the damage or injury.

The contractor shall indemnify WTL against all claims, proceedings, damages, costs, charges and expenses in respect of the related matters.

14. Accident or Injury to Workmen

The WTL shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or any sub-contractor, save and except an accident or injury resulting from any act or default of WTL or their agents, or employees. The contractor shall indemnify and keep indemnified WTL against all such damages and compensation, save and except as aforesaid and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

15. Permits, Laws and Regulations

Permits and licenses, if required for the execution of the work shall be obtained by the contractor at his own expenses. The contractor shall give notices and comply with the regulations, laws, ordinances, rules, applicable to the contractor. If the contractor observes any discrepancy in work, he shall promptly notify the WTL. If the contractor performs any act which is against the law, rules and regulations he shall meet all the costs arising there from and shall indemnify the WTL any legal actions arising there from.

16. Penalty

While all contractual obligations will be strictly enforced, deductions will be made for poor services like:

- a) Personnel sent by you for servicing not bringing the required chemicals or required quantity.
- b) Your service personnel refusing to do duty assigned in respect of Disinfestations Services and placing the baits for Rodent control.
- c) Your service personnel not turning up for service on the appointed day at the appointed time.
- d) Deduction will be made for poor services like not carrying out fortnightly services, deficiency in the quality of chemicals used, and misbehavior of the staff deployed for supply and service.
- e) The penalty will be levied on the basis of assessment by WTL representative. The decision of WTL will be final in this regard.

17. Canvassing

Any effort by the bidder to influence the representative of WTL in making the decision in respect of tender evaluation or award of contract will result in rejection of the tender.

18. General Terms

- I) To carry out preventive service on holidays, i.e., Saturday or Sunday. Necessary permission to be taken from WTL before commencement of the service every time.
- II) Breakdown calls to be attended within 12 hrs from the time of reporting.
- III) The contract may be terminated by giving two months notice by either party.

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- IV) Vendor shall be deemed to have fully familiarized with the layout of the offices and all type of surfaces as well as requisite data including those indicated in the tender document and shall be deemed to have fully satisfied the capabilities for the job under the contract to the satisfaction of the Company.
- V) All the pages of the bid document including documents submitted therein must be duly signed and stamped failing which the offer may be liable to be rejected.
- VI) The language in which the contract documents shall be drawn shall be in English.
- VII) 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.
- VIII) WTL reserves the right to reject any bid without providing any reason and to annual 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.
- IX) WTL reserve the right to ask for clarification in the bid documents submitted by the bidder. The request for clarification and the response shall be in writing and no change in the substance of the bid shall be sought, offered or permitted. Documents may be taken if decided by the committee.

INFORMATION FOR SUBMISSION FO TENDER DOCUMENT

1. Last date of submission of Price Bid is 16.03.2026.
2. Last time of submission of Price Bid is 14.00 hrs.
3. Price Bid will be opened on 16.03.2026 at 15 hrs.
4. Bidders must be present at the time of opening of Price Bid.
5. Contac No. 033-23673403, Ext. No. 236, Contact Name – Mr. Dilip Bhattacharyya

DOCUMENTS TO BE SUBMITTED

1. Copy of Pan Card.
2. Copy of valid Trade Licence
3. Copy of Service Tax Certificate of declaration
4. Undertaking by the Bidder duly stamped & signed in Letter Head (as per format).
5. Price Sheet duly stamped & signed. The Price Sheet should be in bidder's Letter Head (as per format).
6. Original Tender Notice duly stamped & signed.

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AN UNDERTAKING BY THE BIDDER

(In bidder's Letter Head)

To

The Chief Executive Officer
Webel Technology Limited
(A Govt. of West Bengal Undertaking)
Block – BP, Plot – 5, Sector – V,
Salt Lake City
Kolkata – 700091

Dear Sir,

1. We the undersigned bidder/(s), having read and examined in details the Scope of Work and other documents of the subject tender no. WTL/INHOUSE/S&P/25-26/058 dated 25.02.2026 do hereby proposed to execute the service as per details given in your documents.
2. We undertake, if our Tender is accepted, to commence the works as per agreement and provide service as mentioned in the Tender document.
3. We hereby agree and accept all the terms and conditions mentioned in the tender document. We also agree to abide by the fulfill all the terms and provisions of the conditions of the contract.
4. Unless and until an agreement is prepared and executed, the Tender together with your written acceptance thereof, shall constitute a binding contract between us, but without prejudice to your right to withdraw such acceptance.
5. 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.
6. 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 deviations schedule, save that pertaining to rebates offered shall not be given effect to.
7. We confirm that our bid prices included all other taxes and duties and levies applicable on bought our components, materials, equipments and other items and confirm that any such taxes, duties and levies additionally payable shall be to our account.
8. We understand that you are not bound to accept the lowest or any tender you may receive.

Seal :

(Signature of the Bidder)

Date :

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PRICE SHEET

Tender no. WTL/INHOUSE/S&P/25-26/058

Dated 25.02.2026

RATE FOR AMC OF SANITARY & PLUMBING WORKS

Sl. No.	Description	Rate Per Month (A)	Tax Percentage (B)	Tax Amount (C= A*B)	Total Value (D= A + C)
		(Rs.)	(%)	(Rs.)	(Rs.)
1.	Annual Maintenance contract for Sanitary and Plumbing Works at WTL premises for one year. (Job details as given in tender)				
Rupees					

Signature of Bidder

Company Stamp