



**West Bengal
Industrial Development
Corporation**

Request for tender for

**Annual Maintenance Contract (AMC) of electrical installations
comprising 500 kVA Transformers, SF6 Circuit Breakers & LT Panel
installed at**

**“PROTITI”, 23, Abanindranath Thakur Sarani, (Camac Street), Kolkata-
700017**

PROMOTED BY

WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LTD.

“PROTITI”

**23, Abanindranath Tagore Sarani,
Kolkata - 700017**

Tender reference no. WBIDC/PER/159/05/VII/Part-18/324

May, 2026

WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION
LIMITED

West Bengal Industrial Development Corporation (WBIDC) invites sealed tenders from eligible and experienced agencies for Annual Maintenance Contract (AMC) of electrical installations comprising 500 kVA Transformers, SF6 Circuit Breakers & LT Panel installed at **West Bengal Industrial Development Corporation Limited at "PROTITI", 23, Abanindranath Thakur Sarani (Camac Street), Kolkata- 700017**, for a period of 1(one) year.

Last date for submission/receipt of quotation(s) is **04.06.2026 At 3 pm.** and technical bid will be opened by the TIA through offline process, on stipulated date and time that is mentioned in the tender document, in the Office of ,**West Bengal Industrial Development Corporation Limited**. In case, any holiday on the day of opening, technical bid of the quotations will be opened on the next working day at the same time, as scheduled. The quotations received after the above said scheduled date and time will not be considered. No quotation by FAX or by any other means except e-quotation will be entertained.

Managing Director
West Bengal Industrial
Development Corporation
Limited

SECTION - 1

LIST OF IMPORTANT DATES

PRESS NOTICE

NOTICE INVITING tender (NIT)

Tender Reference No. WBIDC/PER/159/05/VII/Part-18/324

List of Important Dates of Bids

1. Name of work : **Annual Maintenance Contract (AMC) of electrical installations comprising 500 kVA Transformers, SF6 Circuit Breakers & LT Panel at the office building of West Bengal Industrial Development Corporation Limited at “PROTITI”, 23, Abanindranath Thakur Sarani (Camac Street), Kolkata- 700017.**
2. Contract period : **1(One) year.**
3. Date of issue of Notice Inviting Bid : **20.05.26**
4. The total Bid Document can be downloaded from the website of WBIDC from **20.05.2026**
5. Time and Date of Pre-Bid Meeting/ Enquiry : **25.05.2026 at WBIDC office i.e. “PROTITI”, 23, Abanindranath Thakur Sarani, Kolkata – 700017, at 15-00 hours.**
7. Last Date for Submission of Bid(s) : **04.06.2026 at 15-00 hours.**
(As per server clock).
8. Time and Date for opening Technical Bid/Bids : **04.06.2026 at 16-00 hours**
(as per server clock).
Place: WBIDCL Office at 23, Abanindranath Thakur Sarani (Camac Street), Kolkata-700017.
9. Time, Date and Place of opening Financial Bids : Will be intimated later to the technically qualified bidder(s)
10. Bid validity : **120 (one twenty) Days** from the last date of bid submission.

NOTICE INVITING QUOTATION

Sealed e-quotation are invited on behalf of WBIDC by Managing Director, WBIDC, PROTITI, 23, Abanindranath Tagore Sarani, Kolkata – 700 017.

for the following work:-

1.	Name of work	Annual Maintenance Contract (AMC) of electrical installations comprising 500 kVA Transformers, SF6 Circuit Breakers & LT Panel at the office building of West Bengal Industrial Development Corporation Limited at “PROTITI”, 23, Abanindranath Thakur Sarani (Camac Street), Kolkata-700017. Quotation Reference No. WBIDC/PER/159/05/VII/Part-18/324
2.	Location of work	WBIDC office i.e. “PROTITI”, 23, Abanindranath Thakur Sarani,Kolkata – 700017.
3.	Contract Period	1(One) year.
4.	Earnest Money	₹5000/- (Rupees Five thousand) to be submitted offline during submission of bid.. The bid stands cancelled in its entirety if the EMD is not provided.
10.	Procedure for submission of quotation	Bidders are requested to submit their quotations offline.
14.	Taxation	Taxes on materials and/or finished work like works, contract tax, etc. in respect of this contract whether in vogue or may be imposed in future shall be payable by the contractor and WBIDC will not entertain any claim whatsoever in this respect. However any benefit due to reduction of taxes etc. shall be passed on to WBIDC.

NOTE : Other details can be seen in the bidding document. WBIDC reserves to itself the right to reject any or all the quotations received without assigning any reason thereof

NOTICE INVITING TENDER

For Annual Maintenance Contract (AMC)

Of 500 kVA Transformer, SF6 Circuit Breaker & LT Panel at Protiti.

1. INTRODUCTION

West Bengal Industrial Development Corporation (WBIDC) invites sealed tenders from eligible and experienced agencies for Annual Maintenance Contract (AMC) of electrical installations comprising 500 kVA Transformer, SF6 Circuit Breaker & LT Panel installed at WBIDC , Protiti building.

2. SCOPE OF WORK

Sl. No	Name of work	Estimated Amount (Rs.)	Earnest Money (Rs.)	Time Period	Eligibility of Bidders to submit tender
1.	West Bengal Industrial Development Corporation (WBIDC) invites sealed tenders from eligible and experienced agencies for Annual Maintenance Contract (AMC) of electrical installations comprising 500 kVA Transformers, SF6 Circuit Breakers & LT Panel installed at WBIDC , Protiti building.	65,000/-	5000/-	1 Year	Bonafied and Resourceful agencies having proper experience & credential of similar nature of work

The scope includes preventive maintenance, testing, inspection, and breakdown maintenance of:

- 500 kVA Dry Type Distribution Transformers
- SF6 Circuit Breaker
- LT Panels and associated switchgear systems

The contractor shall ensure safe, reliable, and efficient operation of the equipment throughout the contract period.

3. PERIOD OF CONTRACT

The AMC shall be valid for a period of 1 (one) year from the date of award of contract.

4. SCOPE OF MAINTENANCE

4.1 DRY TYPE TRANSFORMER MAINTENANCE (Twice in a year)

A. Routine Inspection

- Visual inspection for winding condition, insulation and enclosures
- Checking for dust accumulation and cleanliness of windings
- Inspection of terminal connections and earthing
- Verification of cooling fans (if applicable)
- Tightening of all accessible electrical connections

B. Preventive Maintenance & Testing

The following tests shall be carried out annually:

1. Insulation Resistance (IR) Test (HV–LV, HV–E, LV–E)
2. Winding Resistance Test
3. Transformer Turns Ratio (TTR) Test
4. Vector Group Verification
5. Magnetic Balance Test
6. Polarization Index (PI) Test
7. Thermography Scan of terminations and windings
8. Earthing Resistance Test

C. Cleaning & General Maintenance

- Dry cleaning using vacuum/air to remove dust from windings
- Checking and servicing of cooling fans and temperature sensors (if available)
- Verification of protection devices like WTI/RTD (if installed)
- Calibration check of temperature indicators, alarm and trip circuits
- Verification of annunciation system and interlocks
- Inspection of enclosure ventilation and louvers
- Verification of cable terminations and busbar supports

D. Acceptance Criteria & Technical Standards

- IR values shall be within acceptable limits as per manufacturer recommendation and relevant IS/IEC standards
- PI value shall preferably be greater than 2.0
- All terminations shall be free from abnormal heating during thermography
- Earthing resistance shall be maintained within statutory permissible limits
- Cooling fans, alarms and trip circuits shall function satisfactorily during simulation tests
- Transformer shall be free from excessive dust accumulation, moisture ingress and abnormal noise/vibration

4.2 LT PANEL MAINTENANCE (Twice in a year)

A. Routine Inspection

- Cleaning of LT panels and compartments
- Tightening of busbar and cable connections
- Inspection of MCCBs, ACBs, contactors and relays
- Verification of indicating lamps, meters and selector switches
- Checking of space heaters and ventilation

B. Preventive Maintenance & Testing

1. Insulation Resistance Test
2. Contact Resistance Test of breakers
3. Functional checking of ACB/MCCB protection
4. Verification of busbar condition and supports
5. Thermography of busbars and cable terminations
6. Earth continuity verification
7. Functional testing of annunciation and indication systems

C. General Checks

- Verification of panel earthing
- Inspection of incoming and outgoing feeders
- Checking of panel alignment and locking arrangement

4.3 SF6 CIRCUIT BREAKER (CSS PANEL) MAINTENANCE (Twice in a year)

A. Name Plate & General Verification

- Verification of make, rating (Voltage, Current, Frequency)
- Control supply verification (24V DC / 230V AC)

B. Visual Inspection (as per test report)

- Checking mechanism and operating links
- Inspection of each pole for damage
- Checking control cable dressing, ferruling
- Panel alignment verification

C. Operational Checks

- Operation of micro switches, spring charging motor, auxiliary switches
- Manual spring charging
- Manual ON/OFF operation
- Emergency trip operation (where applicable)
- Local electrical operation
- Remote electrical operation
- Simultaneous closing of all three poles

D. Functional Voltage Checks

- Closing operation at 100% and 85% of control voltage
- Opening operation at 100%, 85% and 70% of control voltage

E. SF6 System Checks

- SF6 gas pressure/density check
- Leakage check of SF6 gas

F. Electrical Testing

1. Contact Resistance Test
2. Insulation Resistance Test
3. Breaker Timing Test (Opening & Closing)
4. Trip Circuit Supervision Check
5. Auxiliary Contact Verification

G. Protection Relay Testing (as per existing ABB relay REJ603 or equivalent)

- Overcurrent relay testing (Low & High Stage)
- Earth fault relay testing (Low & High Stage)
- Current injection test for pickup and tripping time verification
- Verification of TMS and curve characteristics (DMT/IDMT)
- CT ratio verification (e.g., 50/1, 50/5 as applicable)

H. Associated System Checks

- CTs condition and connections
- Control wiring inspection

5. BREAKDOWN MAINTENANCE

- The contractor shall attend breakdown calls within 24 hours of intimation.
- Emergency response shall be within 6 hours.
- All minor repairs shall be included in AMC.
- In case any major spare/material is required during breakdown maintenance or scheduled preventive maintenance, the same shall be replaced only after obtaining approval from the Competent Authority.
- Payment towards such approved major spare/material shall be made separately upon submission of invoice and supporting documents.
- The contractor shall maintain adequate manpower and tools for prompt restoration of the system.

6. MANPOWER REQUIREMENT

- Qualified Electrical Engineer (Supervisor)
- Skilled Technicians with valid electrical license

7. SAFETY REQUIREMENTS

- Compliance with all statutory safety regulations
- Use of PPE during maintenance work
- Proper isolation and lockout-tagout procedures

8. ELIGIBILITY CRITERIA

- Minimum 3 years of experience in similar work
- Experience in maintenance of transformers and SF6 breakers & other related electrical installations.
- Valid trade license and GST registration

9. PAYMENT TERMS

- Payment shall be made half yearly upon satisfactory completion of maintenance
- Breakdown maintenance should be charges included in AMC

10. PENALTY CLAUSE

- Delay in attending breakdown: penalty may be imposed
- Non-compliance with maintenance schedule: penalty applicable

11. SUBMISSION OF TENDER

- The tender shall be invited through tendering process.
- The bidder shall submit Technical Bid and Financial Bid online through the designated tender portal.
- The rate shall be quoted in the uploaded BOQ only and shall be exclusive of GST.

A. Technical Bid Documents

The following documents shall be uploaded/submitted along with the technical bid:

1. GST Registration Certificate
2. Trade License
3. PAN Card
4. Latest Income Tax Return Acknowledgement
5. Professional Tax Registration/Certificate (if applicable)
6. Credential Certificates / Work Orders as per eligibility criteria
7. Completion Certificates of similar works
8. Company/Firm Profile
9. Electrical Contractor License
10. Authorization certificate/Power of Attorney (if applicable)
11. Declaration regarding non-blacklisting
12. EMD related documents
13. Signed copy of open tender document as token of acceptance

B. Financial Bid

- **Financial Bid shall be submitted offline in the prescribed BOQ format only in a separate envelope.**
- **Rates shall be quoted exclusive of GST.**

12. GENERAL TERMS & CONDITIONS

- The tender process shall be conducted through open tender mode only.
- Rates shall be quoted in the prescribed BOQ format exclusive of GST.
- GST shall be paid extra as applicable.
- Any correction/alteration in BOQ format shall be liable for rejection of bid.
- The contractor shall comply with all statutory and safety regulations during execution of work.
- The contractor shall maintain records of all tests and submit reports
- All tools and testing equipment shall be arranged by the contractor
- WBIDC reserves the right to accept or reject any tender
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13. Earnest Money Deposit

Earnest Money Deposit (EMD) of amount Rs. 5000/- is to be paid through offline. The EMD of unsuccessful applicant will be returned as per guidelines. The EMD of the selected agency shall be converted into Security deposit. The security deposit will be refunded after completion of the job.

Financial Bid Format- (To be submitted separately in a sealed envelope)

Sl. No	Name of work	Estimated Amount (Rs.) (Excluding taxes)	Amount to be quoted (Excluding taxes.)
1.	West Bengal Industrial Development Corporation (WBIDC) invites sealed tenders from eligible and experienced agencies for Annual Maintenance Contract (AMC) of electrical installations comprising 500 kVA Transformers, SF6 Circuit Breakers & LT Panel installed at WBIDC , Protiti building.	65,000/-	

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Signature