



Webel Mediatronics Limited

P-1, Taratala Road, Kolkata – 700 088
Phone: 033-2401-7699/5602 • Fax: 033-2401-4081 • email: webelmedia@gmail.com

EOI No. WML / EOI / 01 / 17-18 Dated: 19.10.2017

Notice Inviting Expression of Interest

for empanelment of vendors FOR: LAN establishment work at different Locations distributed through out West Bengal (covered under WBSWAN Project).

Webel Mediatronics Limited (WML), a Government of West Bengal undertaking, is engaged for WBSWAN operation & maintenance services over the past 3-4 years, and it has been observed that LAN cabling work is required from time-to-time for expansion of the network or re-location, either thru' CAT6 cabling or by optical fiber laying, configuration depends upon the distance between the network components to be covered under LAN connectivity. Sites are remotely located & distributed through out West Bengal. Requirement comes regularly, mostly from Govt. Offices, and needs prompt action to be taken.

WML invites sealed application from eligible parties, preferably located at Kolkata, and operating within West Bengal for last 3 years, having experience in this field, and willing to undertake & execute this type of work on immediate basis, on priority.

For selecting execution partner / partner(s) and to make the rate contract, sealed quotation shall be collected from the applicants, who have been short-listed thru' this EOI process. For fulfilling simultaneous requirement i.e. establishing of LAN work in parallel at different site(s), more than one vendors may be engaged, provided that vendor agrees to execute the work at discovered L1 rate.

1.0 Scope of Work:

- **Deployment of manpower & resources:** Selected party shall have to arrange for site visit as and when required / deploy manpower & resources at site(s) within next 1 or 2 working days from the date of intimation, and intimate list of items required for LAN connectivity & their tentative quantities.
- **Schedule date for work completion:** Depends upon the volume of work, to be completed strictly as mentioned in the respective communications / work order(s). Delay in work will attract penalty, even cancellation of order.
- **Execution:** LAN establishment / repair work is to be executed thru' CAT6 Cabling or by using Optical Fibre. Tentative BOM is mentioned below. In case, any new item (not included in the said BOM) is required to be supplied / installed at site, the same is to be informed in advance, and to be executed accordingly.
- **Certification:** Respective Work Order(s) awarded to the selected agency shall include tentative quantity of requirement against each item. On completion, job is to get certified by the respective departmental officials, and measurement must be mentioned in their receipted Challan copy.
- **Warranty:** The executed job is to be warranted for a period of 12 months from the date of completion, and the vendor shall have to attend the complain with priority.

1.1 Work for LAN cabling work using CAT6 cable

Sr. No	Item Description
A.1	Supply of CAT6 UTP Cable
A.2	Supply of RJ45 Connector

A.3	Supply of CAT-6 Single I/O with back box
A.4	Supply of CAT-6 Dual I/O with back box
A.5	Supply of CAT-6 patch cord 1 mtr including RJ-45 connectors
A.6	Supply of CAT-6 patch cord 2 mtr including RJ-45 connectors
A.7	Laying of CAT6 cable through PVC conduit (including supply of 20 mm. PVC conduit, ISI Grade) with RJ-45 crimping, termination, and establishing LAN connectivity as stated above; Testing

1.2 Work for LAN cabling work using optical fiber cable

A.1	Supply of 6 Core SM Fibre Cable
A.2	Supply of Fibre Termination Box
A.3	Supply of SC-SC SM Patch Cord 3mtr. Duplex
A.4	Supply of SC-SC FO Patch Cord, Duplex
A.5	Supply of 100/1000 MBPS SM Fibre to Ethernet Converter
A.6	Supply of SC - SM Pigtail
A.7	Supply of CAT6 Patch Cord 2 mtr
A.8	Laying of 6 Core Fibre Cable through PVC conduit (ISI Grade) / GI wire with necessary fittings
A.9	Termination & Testing of Fibre at both ends

1.3 Repair of existing LAN

A.1	Repair of LAN Work established using CAT6 Cable
A.2	Repair of LAN Work established using OFC Cable

For any queries, applicant(s) may contact through letter / e-mail at the following e mail id: webelmedia@gmail.com, Sri Mrinmoy Chattopadhyay mrinmoy.wml@gmail.com, Smt K. Sikdar kakoli.wml@gmail.com Or call at ph. No. 033 – 2401-5602.

2. Application Documents

Application Documents should contain the followings:

- Application for empanelment signed by the appropriate authority of the applicant in their letter head.
- Signed & sealed copy of this EOI document. This is required to show that the applicant has accepted all the terms & conditions mentioned herein.
- An application fee of Rs 2,000/- (non-refundable) in the form of Demand Draft, addressed to Webel Mediatronics Limited, payable at Kolkata.
- Documents in support of Eligibility criteria towards:

- (a) Previous experiences stating no. of orders (with details), already executed in this category.
- (b) Financial – Last three financial years Annual Accounts / IT Returns.
- (c) Statuary documents as required to carry out business in India.
- (d) Other documents like registration with any other undertaking / Govt. of West Bengal in the related field.

Applicants have to submit all documents in the form of Hard copies, sealed and signed on each page.

EOI evaluation committee, at its discretion, may ask for hard copy of relevant document(s) / clarifications in respect of the document submitted by the applicant, and may call for additional information in relation to the subject requirement. The applicant shall have to submit / furnish those documents within the timeframe mentioned in the raised query. Delay in providing information / clarification will not be entertained and the evaluation committee will presume that the applicant has no such information / clarification to provide and shall evaluate with the available information only and / their proposals will be liable for rejection.

3. Eligibility Criteria

- (a) Experience on the related job area:** The applicant should have executed similar nature of jobs in Govt. offices / Department / PSU etc, particularly in supply & installation of network items towards LAN establishment, both using optical fiber cable and CAT6 cabling in last three years. Relevant Purchase order copies / Job Completion Certificate (duly self-attested) need to be submitted for at least three cases, showing an overall experience of executing min. total order value amounting Rs. 10.0 Lakhs in this field.
- (b) Infrastructure & Resource available for the work:** Applicants are also requested to submit details of testing tools & equipments available, details of qualified technical manpower with networking experience, and other facilities available.
- (c) Financial:** Minimum total turnover in the last 3 (three) financial years (FY 2013-14, FY 2014-15, and FY 2015-16) should be Rs 30,00,000/- (Rs Thirty Lakhs).
- (d) Statutory:** Applicants shall have all statutory compliances including but not limited to Trade license, GST registration, PAN etc.

4. Terms & Conditions

- a) Intending Applicants will have to download this EOI documents from the website www.webelmediatronics.in/tenders and submit the same with seal and signature on each page as acceptance of terms and conditions.
- b) Empanelment will be valid for a period of one (1) year from the date of empanelment, which may be extended on mutual consent.
- c) The empanelled venders should be willing to carry out new Installation, repair & maintenance job,
- d) Company type / statutory details: The applicant may either be a Sole Proprietorship firm / a partnership firm / a limited liability partnership / a company incorporated under the companies Act. 1956 / 2013 or a body incorporated under the applicable

laws of its origin. In case of change in Company Name, applicant has to submit relevant documents in lieu of the change of name.

- e) Submission of self attested copies of the following documents. The applicant must possess:
- i. Certificate of incorporation under the Companies Act, 1956, if applicable.
 - ii. PAN Card,
 - iii. Income Tax Certificate or copy of Income Tax Returns for the last three financial years, filed by the applicant and acknowledged by the Income Tax Department,
 - iv. Professional Tax return submission document.
 - v. PF Registration Certificate, if applicable,
 - vi. ESI Registration Certificate, if applicable,
 - vii. Service Tax Registration Certificate, if applicable,
 - viii. GST Registration Certificate,
 - ix. Latest GST Returns.
 - x. Annual Reports for last three financial years, copy of audited Balance sheet & P/L A/c or IT Return is required as proof.
 - xi. Articles of Association and Memorandum of Association of the company/ Partnership Agreement, as applicable.
 - xii. Trade License.

All these certificates must be valid on the date of submission of Application.

Copies of all the above certificates, as applicable, must be submitted as part of the eligibility criteria.

- f) The Applicants are required to give a declaration in their respective letter heads that they have not been banned at any point of time by any Government Agency/ Government Department / Public Sector Undertaking (PSU) / Board / Council or similar organization from doing business with such entity. If any Government Agency/ Government Department / PSU / Board / Council or similar organization have banned the applicant in the past, such facts required to be expressly disclosed

All documents relevant to this application is to be addressed to Dy. General Manager (Dev), Webel Mediatronics Limited, and shall have to be sent thru' speed post / courier or dropped personally at our office address, Webel Mediatronics Limited, P1, Taratala Road, Kolkata – 700 088. Applications should reach WML office within 27.10.2017. Name & contact details of the applicant and title of this EOI should be super scribed on the top of envelop.
