



WEST BENGAL MEDICAL SERVICES CORPORATION LTD.

**(Wholly owned by the Government of West
Bengal)**

Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata-700 091.

SHORT NOTICE INVITING TENDER

FOR

***Emergent erection of pandal, stage and allied works for the Doctor's day
celebration at Y-Channel adjacent to Nagar Unnyan Bhawan, Kolkata***

(BID Reference No. : WBMSCL / NIT- 590/2026, Dated – 26.06.2026)

WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED

(Wholly Owned by the Government of West Bengal)

Registered Office: Swasthya Sathi, GN-29, Sector-V, Salt Lake, Kolkata- 700091

Phone: 033-4034-0300 ♦ Email: info@wbmsc.gov.in ♦ website:www.wbmsc.gov.in

I.T.B. No. : WBMSCL / NIT-590/2026

Dated – 26.06.2026

Managing Director, WBMSCL invites sealed bids through offline from the bonafide, resourceful and reliable experienced suppliers in West Bengal for Emergent erection of pandal, stage and allied works for the Doctor's day celebration at Y-Channel adjacent to Nagar Unnyan Bhawan, Kolkata.

Sl. No.	Name of the Work	EMD amount	Period of Completion	Name & address of the Office
01.	Emergent erection of pandal, stage and allied works for the Doctor's day celebration at Y-Channel adjacent to Nagar Unnyan Bhawan, Kolkata	40000.00	1 (One) Day	Managing Director, West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake, Kolkata-700091

1. The details may be available at Notice Board of WBMSCL & website **www.wbmsc.gov.in** and to be submitted (offline) on or before 11.00 AM on 30.06.2026. **The bidders should produce all the credential related to similar nature of work in original to the office of undersigned for verification at West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake, Kolkata-700091.**

2. Eligibility Criterion for participation in the tender

(i) Intending tenderers should produce credentials of a similar nature of work of the minimum value of Rs.800000.00(Rupees eight lacks) during last 5(Five) years prior to the date of issue of this tender notice; or,

ii) Intending tenderers should produce credentials of 2(Two) similar nature of work, each of the minimum value of Rs.600000.00(Rupees six lakhs) during last 5(Five) years prior to the date of issue of this tender notice; or

(iii) Intending tenderers should produce credentials of one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the Rs. Rs.800000.00 (Rupees eight lakh)

N.B.:- Similar nature of work as per BOQ, Estimated amount, Gross bill value, Date of completion of project & detail communicational of Client must be indicated in the Credential Certificate. Payment Certificate will not be treated as credential.

ii) Credential certificate issued by the competent authority of any State / Central Govt., State / Central Govt. Undertaking, Statutory / Autonomous bodies constituted under the Central / State statue, on the executed value of completed / running work will be taken as credential.

iii) All intending Bidders are required to produce valid trade licence, current Tax return (for the assessment year as applicable) as submitted along with PAN, GST Registration Certificate as applicable (to be documented through e-filing).

iv) Registered Partnership deed should be furnished (for partnership firm only) along with Power of Attorney to sign on the tender documents (if required) and the company shall furnish the Article of Association and Memorandum (to be documented through e-filing).

vii) Joint Venture will not be allowed.

3. The details of the SSH is provided below:

S.I.No.	Location of Work	District
1	Y-Channel adjacent to Nagar Unnyan Bhawan,Kolkata	Kolkata

4. **The quoted rate by the bidder will remain valid for a period not less than 120 days (One hundred Twenty days) from the date of receiving of Work Order of above mentioned job. If the Bidder withdraws and change the quoted rate during this period, his Earnest Money Deposited will be forfeited.**

5. No Mobilization Advance / Secured Advance will be allowed.

6. Prospective applicants note carefully the minimum qualification criteria as mentioned in instruction to bidders before tendering the bids.

7. No Conditional Bid / Tender will be accepted under any circumstances.

8. Before Submitting the Documents each page of the tender documents are to be signed by the Bidder/ owner/ partner / authorized signatories having legal authority to do so, failing which the Bid will be treated as informal.

9. The employer reserves the right to accept or reject any / all offer without assigning any reason whatsoever and is not liable for any cost that might have incurred by the Bidder at the stage of Bidding.

10. **IMPORTANT INFORMATION:-**

DATE & TIME SCHEDULE:

Date of upload on Website	27.06.2026
Last date of Submission of tender	30.06.2026 up to 11.00 A.M.
Date of Opening of tender	30.06.2026 up to 1.00 P.M.

LOCATION OF CRITICAL EVENTS:

Bid Opening: "West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake,Kolkata-700091". Interested bidder may be presented at West Bengal Medical Services Corporation Limited, Swasthya Sathi Building, GN-29, Sector -V, Saltlake,Kolkata-700091 during opening of bid. Managing Director, West Bengal Medical Services Corporation Limited may call open bid /sealed bid after opening of the said bid to obtain the suitable rate further, if it is required. No objection in this respect will be entertained if raised by any bidder present or absent during opening of tender. **Submission of tender through Post will not be accepted. Tender has to be submitted by the agency or his authorized representative.**

11. In case of any unscheduled holiday on the aforesaid dates [Sl. (v)], the next working day will be treated as schedule / prescribed date for the same purpose.

13. The successful Bidder shall have to execute Formal Agreement with West Bengal Medical Services Corporation Limited after the issuance of Provisional Work order.
14. The Bidder has to visit and examine the site of works and its surroundings and obtained all information that may be necessary for preparing Bid and entering into an agreement for the work / works as mentioned in the NIT. The costs for visiting the working site shall be at the bidders own expense.
15. If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.
16. At any stage during scrutiny, if it is found that the credential or any other papers which the Bidder uploaded during Bidding process, found incorrect / manufactured / fabricated, that bid will be considered as non- responsive and outright rejected with forfeiture of Earnest Money and action will be taken as per stipulation of IT Rules in force.
18. Before issuance of Letter of Acceptance / Provisional Work order, the tender accepting authority may verify the credential & other documents of the lowest bidder so submitted if found necessary. If it is found such document incorrect / manufactured / fabricated, Letter of Acceptance / Provisional Work order will not be issued in favour of the bidder under any circumstances and action will be taken accordingly.
19. Security Deposit shall amount to 10% of the value of works executed or as per Latest Order/Memo of Finance Dept., Gov. of West Bengal will be followed. The earnest money of the successful bidder (being converted to security deposit) deposited, will remain under the custody of the department till satisfactory completion of the work in full including extended quantity if ordered for. Besides this, necessary percentages shall be deducted from the progressive bids so as to make it 10% (Ten percent) of the value of work billed for or as per Latest Order/Memo of Finance Dept., Gov. of West Bengal will be followed. Security amount will be adjusted with the final bil.
20. In case of Ascertaining of Authority at any stage of application or execution of work, necessary registered Power of Attorney is to be produced.
21. The Earnest Money may be forfeited if:-
 - a) The Bidder withdraws the Bid during the period of Bid validity.
 - b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
 - c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other document which were submitted & dully signed by the Bidder are incorrect/ manufactured/fabricated.
22. If any discrepancy arises between two similar clauses on different notifications, the clause as stated in later notification will supersede former one in following sequence;-
 - a) Notice Inviting Quotation
 - b) Special Terms and Conditions
 - c) Financial Bid

The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either manufactured or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force.

Managing Director, WBMSCL

INSTRUCTION TO BIDDERS
SECTION – A

A-1.

Technical Bid:

- i) NIT
- ii) Forms (As mentioned in the NIT, Section-B)
- iii) Current Income Tax return (for the assessment year as applicable), PAN, GST
- iv) Tax receipt challan.
- v) Registered Deed of partnership Firm.
Valid Trade License from the respective Municipality/Panchayet etc.
- vi) Requisite Credential Certificate as mention in Clause [2(i)] of this N.I.T.

Financial Bid:

- vii) The rate of all Spare Parts will be quoted in the given format (Annexure-1) of Item rate BOQ on letter head of the intending bidder.
- viii) The bidder should be quoted the rate (Inclusive of all taxes, charges, labour charges, transportation cost etc.) of all items specified site wise in Annexure-I, Section-B, otherwise the bid will be treated as cancel.

Note: Failure of submission of any of the above mentioned documents will render the tender liable to be rejected.

THE ABOVE STATED NON-STATUTORY/TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Sl. No.	Category Name	Sub Category Descriptio	Details
A.	CERTIFICATES	CERTIFICATES	Current Income Tax return (for the assessment year as applicable) , PAN, GST Registration Certificate & Professional Tax receipt challan
B.	Company/Firm Details	Company/Firm Details – I	1. Valid trade License from respective Municipality / Panchayet etc.
C.	Credential (in applicable cases)	Credential	1. Documents of Credential (in the form of work completion certificates with work order) as mentioned in Clause No. [2(i)]

B. Technical proposal

- i. Opening of Technical proposal: - Technical proposals will be opened by the Managing Director, West Bengal Medical Services Corporation Limited and his authorized representative.
- ii. Intending bidders may remain present if they so desire.

C. Financial proposal

- i) The financial proposal should contain the following documents in the Bill of quantities (BOQ) in Annexure (I). The contractor is to quote the rate in the space marked for quoting rate in the BOQ and quote the rate item wise in annexure (I). WBMSCL reserves the right to purchase the above mentioned items either in phase wise manner or as a whole whichever is required throughout the whole year during bid validity days in the same rate and same terms & condition.

PENALTY FOR SUPPRESSION / DISTORTION OF FACTS OR SUBMISSION OF INCORRECT INFORMATION:

If any bidder fails to produce the original hard copies of the documents (specially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Opening Authority within a specified time frame or if any deviation is detected in the hard copies from the submitted copies or if there is any suppression of facts, the bidder will be suspended from participating in the tender on e- Tender platform and also offline tender for 3 (three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, WEST BENGAL MEDICAL SERVICES CORPORATION LIMITED may take appropriate legal action against such bidder.

AWARD OF CONTRACT

The Tender Inviting Authority reserves the right to accept or reject any bid and to cancel the tender inviting process and reject all bids at any time and prior to the Award of Contract without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected Bidder or Bidders of the ground for Employer's action.

The Bidder whose Bid has been accepted will be notified by the Tender Inviting & Accepting Authority through acceptance letter/email.

The notification of award will initiate the execution of agreement.

The Agreement in prescribed composite Tender Form will incorporate all agreements between the Tender Accepting Authority and the successful Bidder.

General Terms and Conditions:

1. Security Deposit shall amount to 10% of the value of works executed or as per Latest Order/Memo of Finance Dept., Gov. of West Bengal will be followed. The earnest money of the successful bidder (being converted to security deposit) deposited, will remain under the custody of the department till satisfactory completion of the work in full including extended quantity if ordered for. Besides this, necessary percentages shall be deducted from the progressive bids so as to make it 10% (Ten percent) of the value of work billed for or as per Latest Order/Memo of Finance Dept., Gov. of West Bengal will be followed. Security amount will be adjusted with the final bil at the time of making apyment.
2. The price to be quoted in Indian Rupee only.
3. No interest will be payable against Earnest money or Security Deposit.
4. WBMSCL will evaluate and compare the tenders determined to be substantially responsive i.e. which
 - (a) Are properly signed.
 - (b) Conform to the terms and conditions, and specifications.
5. WBMSCL reserves the right to accept or reject any tenders and to cancel the bidding process and reject all tenders, and does not bind to accept the lowest rate.
6. The Bidder whose bid is accepted will be notified of the award of contract. The terms of accepted offer shall be incorporated in the purchase order.
7. **Payment will be made according to the availability of fund from the concerned source. No claim, whatsoever, for delay in payment if any will be entertained**
11. Enclosure: BOQ (Annexure-1) & Section – B(Forms I to IV)

Managing Director, WBMSCL

SECTION-B
ANNEXURE - I
SCOPE OF WORK
BILL OF QUANTITY

Total Amount in Words :

SECTION – B

FORM-I

Details of the Bidder

1. Name of the Bidder
2. Address of the Bidder
3. Telephone Number: Land
Line Number.....: Mobile
Number.....:
4. Pan (Enclose Copy).....:
5. GST Registration (Enclose Copy).....:
6. Licence No. / Registration No. & Valid date
7. **Experience Details :**

Partie s	Nature of Job	Date	
		From	To

This is to certify that the information furnished above by me / us is true and correct. I / We also certify that I/We have carefully read and understood the terms and conditions of the tender document and undertake to abide by them in the event of being awarded the contract.

Date:.....

Place:.....

Signature of the bidder Seal

FORM –II

B.1.PRE-QUALIFICATION

APPLICATION: To,
Managing Director,
West Bengal Medical Services Corporation Limited

Ref: - Tender _____
for _____ work _____

N.I.T. No: _____, **Dated –** _____ **of West Bengal Medical Services Corporation Limited**

Dear Sir,
Having examined the Statutory, Non statutory, Instruction to Bidders & NIT documents along with its Agenda & Corrigendum(if any), I /we hereby submit all the necessary information and relevant documents for evaluation

The application is made by me / us on behalf of _____

In the Capacity _____ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith. We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting & Accepting Authority/Engineer-in-Charge can amend the scope & value of the contract bid under this project.
- (b) Tender Inviting & Accepting Authority/Engineer-in-Charge reserve the right to reject any application without assigning any reason.

Encl: - e-Filling:-

- 1. Statutory Documents.
- 2. Non Statutory Documents.

Date: - title

Signature of applicant including

and capacity in which application is made

FORM- III

B.3. STRUCTURE AND ORGANISATION.

B.3.1. Name of applicant:: _____

B.3.2. Office Address:: _____

Telephone No.:: _____

Fax No. :: _____

B.3.3. Name & address of Bankers:: _____

B.3.4. Attach an organization chart showing the structure of the company with names of Key personnel and technical staff with Bio-data.

Note: Application covers Proprietary Firm, Partnership, Limited Company or Corporation,

Date:

Signature of applicant.

Including title and capacity in which application is made.

FORM- IV

Print out in Agency's Letter head as stated below

DECLARATION BY THE TENDERER

I/We have inspected the site of work and have made myself/ourselves fully acquainted with local conditions in and around the site of work. I /We have carefully gone through the Notice Inviting Tender and other tender documents mentioned therein along with the drawing attached. I/We have also carefully gone through the 'Priced schedule of Probable Items and Quantities'.

My/Our tender is offered taking due consideration of all factors regarding the local site conditions stated in this Detailed Notice Inviting Tender to complete the proposed work referred to above in all respects.

I/We promise to abide by all the stipulations of the contract documents and carry out and complete the work to the satisfaction of the department.

We declare that I/We in the capacity of individual/ as a partner of a firm not debarred in the last financial year.

I/We also agree to procure tools, plants and others as per requirement, at my/our cost required for the work.

Date:

Signature of Bidder

Postal address of the Tenderer

Name of the Firm with Seal

Sl.no	Particulars	BOQ		Rate including all taxes	Amount including all taxes
		Quantity	Unit Details		
	Structure				
1	Temporary pandal with waterproof & fire proof at Y Channel adjacent to Nagar Unnayan Bhawan approximate size of about 10,000sqft.	1	Nos		
2	Construction of one main stage. Size of the stage: 20ft X 20ft and height 6ft complete in all respect	1	Nos		
3	Construction of stage/corner for Press & media & Video photography: Two different stages are to be constructed one for Press and other for official Video photography	1	Nos		
4	Construction of stage for Press & media & Video photography	1	Nos		
5	Construction of VVIP & VIP rest room: 10ft X 16ft and 18ftX12ft	1	Nos		
6	Hiring labour charges for creating of platfrom with 19mm ply & neccesary post bracing, runner of suitable section and also providing a star component (Media Riser,Camera Riser,Led Riser)	450	Sq ft		
7	Hire and labour charges for Podium Branding	1	pcs		
8	Hire and labour charges for erecting VVIP room with all respect	1	JOB		
9	Hire and labour charges for erecting berricate	500	Runni ng ft		
10	Hire and labour charges for vanue branding	35000	Sq ft		
11	View cutter For Genset Area,Parking Area & Car Drop Point	8000	Sq ft		
12	Hiring and loubor charges for synthetic carpet on Inside & outside the vanue	10000	sqft		
	Furniture items				
13	Hire and fixing of Two Seater Sofa	60	pcs		
14	Hire and fixing ofCoffee Table	20	pcs		
15	Hire and fixing ofStill chair	50	pcs		
16	Hire and fixing ofStage Chairs (Suprime)	50	pcs		
17	Hire and fixing ofPVC Chairs	3000	pcs		
18	Hire and fixing ofTable	20	pcs		
19	Hire and fixing ofPodium	1	pcs		
20	Hire and fixing ofDoor cotton	3	set		
21	Hire and fixing of Bio toilet	15	pcs		
	Electricals				
22	Hiring and fixing of 55"LED Display	2	Nos.		
23	Hiring and Fixing of 32' x 10' LED Giant Screen	1	No.		
24	Hiring and fixing of 12' x 8' LED Giant Screen	2	Nos.		

25	Hiring and fixing of 4 MP Bullet Camera With 30 mtrs IR	30	Nos.		
26	Hiring and fixing of Portable 4k Document camera	3	Nos.		
27	Hiring and fixing of 32 Channel NVR	1	No.		
28	Hiring and fixing of 2 TB Harddisk	1	No.		
29	Hiring and Operating of LAPTOP with WINDOWS 10 operating system and 8 GB RAM	3	Nos.		
30	Hiring and Operation of Feed to media for live coverage for different House of Media with necessary optical fibre cable and allied technical system	2	Nos.		
31	Hiring and fixing of 24 port Cat6 U/UTP Patch Panel	2	Nos.		
32	Hiring of Still camera with cameraman and Consumables	2	Nos.		
33	Hiring video camera with cameraman and Consumables	3	Nos.		
34	Hiring and fixing of camera tripod set	3	set		
35	Hiring and fixing of Loud speaker with Speaker stand	12	Nos.		
36	Hiring and fixing of 32 channel Audio mixer	32	Nos.		
37	Hiring and fixing of Wireless handheld microphone with consumables	10	Nos.		
38	Hiring and fixing of Lapel Microphone with Consumables	3	Nos.		
39	Hiring and fixing of Audio switcher	1	No.		
40	Hiring and fixing of Audio cable	1	Lot		
41	Hiring and fixing of Power Amplifer	1	No.		
42	Hiring and fixing of Primary Internet ILL connection with 100 Mbps(1:1) Bandwidth	2	Nos.		
43	Hiring and fixing of Secondary Internet ILL Connection with 100(1:1) Mbps bandwidth	2	Nos.		
44	Hiring and fixing of Dual band wireless Access Point	1	No.		
45	Hiring and fixing of video conferencing system with multiparty licence	1	No.		
46	Hiring Installation, Testing and Commissioning of 600 VA UPS with 1 hour power back up and all allied products, cabling, etc. as required	2	Nos.		
47	Hiring Installation, Testing and Commissioning of 3 KVA UPS with 1 hour power back up and all allied products, cabling, etc. as required	3	Nos.		
48	Hiring Installation, Testing and Commissioning of 62.5 KVA Diesel Generator with all allied products, cabling, DB box, MCCBs, MCBs etc. as required for power supply	5	Nos.		

49	Hiring Installation, Testing and Commissioning of 125 KVA Diesel Generator with all allied products, cabling, DB box, MCCBs, MCBs etc. as required for power supply.	3	Nos.		
50	Hiring and fixing of Delegate unit having Gooseneck Microphone with built-in speaker	6	Nos.		
51	Hiring and fixing of Chairman unit with priority switch	1	No.		
52	Hiring and fixing of Headphone	3	Nos.		
53	Hiring and fixing of Stage Monitor speaker	6	Nos.		
54	Hiring and fixing of Graphic Equalizers	2	Nos.		
55	Hiring and fixing of Voltage Stabilizers	2	Nos.		
56	Hiring and fixing of Digital Recorder	1	No.		
57	Hiring and fixing of Video switcher 1ME in SD-SD format	1	No.		
58	Hiring and fixing of AV output distribution system (D+A)	1	No.		
59	Hiring and fixing of Unveiling Arrangement of plaque by remote control with Wi-Fi system on LED wall	1	No.		
60	Multiview/video preview monitor	3	Nos.		
61	Hiring and fixing of Public Address System for Parking Area	1	Set		
62	Hiring and fixing of change over switch	5	Nos.		
63	Hiring of skilled Manpower including camera person(3 Head),Online video Editor(1 Heads), Sound Recordist(1 Heads), Technical Assistants (2 Heads),IT Engineer(1 Heads)	1	Set		
64	Hiring and fixing of 10 Channel Mixing Console	1	No.		
65	Hiring and fixing of video pro-mixer twister	1	No.		
66	Hiring and fixing of HDMI cable length 15 meter ,5 meter	3	Set		
67	Hiring and fixing of HDMI 1x4 Splitter	2	Nos.		
68	Hiring and fixing of HDMI Converter	1	No.		
69	Hiring and fixing of Fibre Patch Cable	1	Set		

70	Hiring, Installation, Testing and Commissioning of 4.00 TR Tower AC with all allied products	11	Nos.		
71	Hiring Installation, Testing and Commissioning of mist pedestal fan with all allied products	20	Nos.		
72	Hiring Installation, Testing and Commissioning of normal pedestal fan with all allied products	20	Nos.		
73	Hiring Installation, Testing and Commissioning of stage lights	30			
74	Hiring Installation, Testing and Commissioning of par lights	20			
75	LED Flood light 90 watt	40			
76	Hiring Installation, Testing and Commissioning of decorative LED chain lights	100			
77	Hiring Installation, Testing and Commissioning of decorative LED RGB Chain Lights.	50			
78	Earth pit	30			
79	Lightning Arrester	2			
	Flower Decoration				
80	Floral Table Top	22	Nos		
81	Floral Decoration For Main Stage	70	Rft		
	Grand Total				