

GOVERNMENT OF WEST BENGAL  
URBAN DEVELOPMENT DEPARTMENT  
OFFICE OF THE EXECUTIVE ENGINEER  
CENTRAL MECHANICAL DIVISION,  
SECH BHAWAN (1<sup>ST</sup> FLOOR), BIDHANNAGAR  
SALT LAKE CITY, KOLKATA – 700 091  
Phone: 033-2337-0318

Memo No. 29-250/1481

Date: 11/12/2013

**NOTICE INVITING QUOTATION NO. 10 OF 2013-2014 OF CENTRAL MECHANICAL DIVISION UNDER SPECIAL ENGINEER, SALT LAKE RECLAMATION AND DEVELOPMENT CIRCLE OF URBAN DEVELOPMENT DEPARTMENT, GOVT. OF WEST BENGAL.**

Sealed Quotations in one part (Price Bid), are hereby invited for the work of **“Supply & Installation of High Mast lights for the illumination of Karunamoyee Bus Terminus at Salt Lake City”**, from eligible and resourceful High mast pole manufacturers ( Make : Philips/Bajaj/Transrail/GE/Crompton) and their authorized vendors only.

2. Prayer for issue of quotation papers (with one self attested copy of each of the credentials/documents), must be addressed to the Executive Engineer, Central Mechanical Division and to be submitted in the office of the Executive Engineer, Central Mechanical Division, Urban Development Department, Sech Bhawan, First Floor, Salt Lake City, Kolkata - 700 091.
3. The bid/quotation documents, will be issued to the short listed participants on cash payment of Rs.1000/- (Rupees One thousand) only from the office of the Executive Engineer, Central Mechanical Division, Sech Bhawan, Salt Lake, Urban Development Department, Sech Bhawan, First Floor, Salt Lake City, Kolkata - 700 091.

**4. Important Dates are as follows:**

a) Last Date and Time for submission of prayer for issue of bid/quotation papers is 23/12/2013 up to 16:00 Hours. One self attested copy of each of the credentials/documents is to be submitted by the intending participants with the prayer for issue of bid/quotation papers.

b) Date, time and venue of interview of the applicants praying for issue of bid/quotation papers is on 24/12/2013 from 11:30 hours onwards in the office chamber of the Executive Engineer, Central Mechanical Division, Sech Bhawan, First Floor, Salt Lake City, Kolkata - 700 091. No separate notice shall be issued for the interview. All original credentials/documents are to be produced by the participants for verification during interview.

c) Date and time of purchase of quotation papers by the eligible applicants is on 26/12/2013 up to 16:00 hours.

d) Date of dropping of bid/offer/quotation papers, in the tender box only, is on 31/12/2013 up to 15:00 hours in the office of the Executive Engineer, Central Mechanical Division, Sech Bhawan, Salt Lake, Kolkata-700 091.

e) Date and time of opening of bids/quotations in presence of the participants or their authorized representative is on 31/12/2013 immediately after 15:00 hrs. in the office chamber of the Executive Engineer, Central Mechanical Division. The Bid offer received from all the participants shall be recorded in the register in presence of the participants or their authorized representative, and the participants are to put their signature in the opening register. Every applicant must enclose the printed technical specification of pole manufacturer with the bid.

**5. Terms & Conditions:**

**A) INTENDING PARTICIPANTS MUST GO THROUGH THE TERMS & CONDITIONS OF THIS NOTICE INVITING QUOTATION BEFORE SUBMITTING THEIR BID/OFFER. NO CLAIM WHATSOEVER ON ANY ISSUE SHALL BE ENTERTAINED AFTERWARDS. BID/OFFER MUST BE INCLUSIVE OF ALL TAXES AND DUTIES AS APPLICABLE FROM TIME TO TIME AND IN VOGUE.**

Intending participants must have at least 50% credential of the quoted amount in executing a single similar type of work in a financial year during last 5 (five) Years.

Submission of bid/offer/quotation by Post is not allowed. Bids/offers/quotations are to be submitted in the box kept in the office of the undersigned, shall only be considered:

**Earnest money of @2% of quoted amount only is to be submitted by the participating bidders, in the shape of Bank Draft/Pay order/Bankers cheque purchased from any nationalized bank drawn in favor of the Executive Engineer, Central Mechanical Division, payable at Kolkata. This earnest money shall be enclosed with the Price Bid, failing which the bid shall be declared informal. The earnest money submitted by the bidder/quotationer, whose bid/quotation is accepted, shall be converted into Security deposit and shall be returned/refunded after 06(six) months of successful execution, commissioning and operation of the work in the field. Unsuccessful bidder/quotationer may submit application for refund of their Earnest money deposit to the Executive Engineer, Central Mechanical Division, and that shall be released after issuance of work order to the bidder, whose bid/quotation is accepted. No adjustment of any sort of above mentioned Earnest Money previously deposited for other works will be considered. Anybody desirous of exemption from depositing Earnest Money is to furnish along with his bid/quotation, self attested copy of document exempting him from depositing Earnest Money.**

Rate of all the items in the schedules (to be issued by the department), has to be quoted both in words and figures by the participating bidders, without which, bid/offer/quotation submitted shall stand informal. No lump-sum amount will be acceptable & to be treated as informal.

**Intending participants should apply for quotation papers in their respective official Letter Heads enclosing self attested copies of the following documents, including one self attested copy of each of the credentials/documents - originals of which and other documents like Registered Partnership (for Partnership Firms) etc. are to be produced.**

Completion Certificate(s)/Payment Certificate(s) for one single similar work worth at least 50% total value of the Bid/offer/Proposal, executed within a financial year during last 5(Five) years (to be determined from the actual year of completion, considering current financial year as year-1). In the Completion certificate, name of work, tender number, actual date of completion (as per MB) and gross final value of works, are to be mentioned by competent authority.

Failure to produce any of the above documents may be considered good and sufficient reason for non-issuance of quotation papers.

6. Credentials of work executed under Irrigation & Waterways Department, Public Works Department, Public Works (Roads) Department, Public Health Department, Zilla Parishads, WBHIDCO, Central Government Departments may be considered.
7. Any suppression/misrepresentation of fact will automatically debar the applicant from participating in any tender under the Division/Circle for at least 3(three) years from the date of detection, in addition to such other penal action as the Government may deem proper.
8. Any corrigendum notice that may be issued in connection with this notice inviting quotation shall also form part of the agreement of contract. This notice can be seen in the office notice board of the undersigned on any working day. It can also be seen in the official web site of the U.D. Department. The web site is [www.wburbandev.gov.in](http://www.wburbandev.gov.in)
9. No bid/quotation papers will be supplied by Post.
10. No bid/quotation papers will be issued after expiry of date and time mentioned in the Notice.
11. Before submitting bid/offer/quotation, the intending bidders/quotationers should make themselves acquainted, thoroughly, with the local conditions prevailing, by actual inspection to the site and take into considerations all aspects including transportation of materials, communicating facilities, climate conditions, availability of local labourer etc. and market rate prevailing in the locality, as no claim, whatsoever, will be entertained on these accounts, afterwards.
12. Security period/Defect liability period is for a period of 06 (six) months for this work. No part security of the work shall be released during the security period of 06 (six) months. Security money shall be refunded to the agency, on receipt of application from the agency, after 06 (six) months with satisfactory service from the date of completion of the work recorded in the measurement Book (M.B). During this Security period/Defect liability period for of 06 (six) months, the working agency has to undertake all sorts of repair works, on call from the Engineer-in-charge, that may be necessary, within 03 (three) days, failing which, department shall have the authority to get the work repaired, wherever necessary, under intimation to the working agency, and in such case, cost of repair works is to be deducted from the security deposit of the working agency.

13. The bidders/quotationers should quote the rates for each and all the items, both in figures and in words, attached with bid/quotation documents. **NO LUMP-SUM OFFER WILL BE ENTERTAINED. The rate should be quoted in one single hand writing, and, preferably, with the same ink. Rates quoted in different hand writings shall be treated as informal.**
14. Any quotation containing over writing is liable to be rejected.
15. All corrections are to be attested under the dated signature of the bidder/quotationer without which bid/quotation may be informal.
16. When a bidder/quotationer signs his quotation in an Indian Language, the total amount tendered should also be written in the same language. In the case of illiterate bidder/quotationer, the rates tendered should be attested by a witness.
17. The bidder/quotationer who will sign on behalf of a Company or Firm, must produce the registered documents within 3 (three) days in support of his competency to enter into an Agreement of Contract in relevant W.B. Form No. 2911, in duplicate, at their own cost, on behalf of the Company or the Firm under the Indian Partnership Act, failing which the Tender will not be considered and the deposited Earnest Money will be forfeited.
18. Any letter or other instrument submitted, separately, in modification of the sealed bid/quotation will not be entertained.
19. Conditional bid/quotation, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to be summarily rejected.

20. **Bid Documents:**

The bidders/quotationers shall quote their rates only in the schedule for each of the items and for all the items both in words and figures inclusive of all taxes, duties and incidental charges. One lump-sum rate/price against all the items shall not be accepted. All these documents/papers shall be submitted by the bidders/quotationers in sealed cover marked "Financial Bid for the work of **"Supply & Installation of High Mast lights for the illumination of Karunamoyee Bus Terminus at Salt Lake City"**.

21. **PAYMENT TERMS:**

Payment terms are as follows:

- a) 60% (sixty percent) on pro-rata basis against R .A bills on supply & successful installation in good condition.
  - b) 30% (thirty percent) on successful commissioning.
  - c) 10% (ten percent) on completion of maintenance period of 06 (six) months.
22. The bid/quotation accepting authority does not bind to accept the lowest bid/quotation/tender and reserves the right to reject any or all of the bid/quotation/tender received, without assigning any reason whatsoever to the intending bidders/quotationers.
  23. The successful bidder/quotationer will have to execute formal agreement in relevant W.B.F. 2911 in duplicate copies which will have to be obtained by additional cash payment from the office of the Executive Engineer, Central Mechanical Division, within 7(Seven) days from the date of receipt of the intimation of acceptance of his bid/quotation, failing which the Earnest Money submitted shall forthwith stand forfeited in favor of the Government and the communication of acceptance of the quotation shall automatically stand cancelled.

24. The successful bidder/quotationer will have to abide by the provisions of the West Bengal Contract Labour (Regulation and Abolition) Rules-1972, Indian Electricity Rules-1956, and Indian Electricity Act-2003 and such other Acts as may be applicable, as will be in force from time to time.
25. The payment of running account bills, as well as final bill, for the work will be made according to the availability of fund and no claim, whatsoever, due to delayed in payment, will be entertained.

*Abdul*  
11/12/13  
Executive Engineer  
Central Mechanical Division  
*BT/12*

Memo No. 29-250/

Date: 11.12.13

Copy submitted for kind information to

- 1) The Principal Secretary, Urban Development Department, Govt. of West Bengal, Nagarayan, Salt Lake, Kolkata-91.
- 2) The Chief Engineering Adviser, Urban Development Department, (Salt Lake Project), Sech Bhawan, Kol-91.
- 3) Special Engineer, Salt Lake Reclamation & Development Circle, Sech Bhawan, Salt Lake, Kol-91.

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Executive Engineer  
Central Mechanical Division

Memo No. 29-250/

Date: 11.12.13

Copy forwarded for information & necessary action to the

1. Executive Engineer, Salt lake Construction Division, Sech Bhawan, Salt Lake, Kol-91.
2. Executive Engineer, Salt lake Reclamation Division, Sech Bhawan, Salt Lake, Kol-91.
3. Executive Engineer, B.M.S Division, Sech Bhawan, Salt Lake, Kol-91.
4. S.D.O, Salt Lake Mechanical Sub Division, Sech Bhawan, Kol-91.
5. S.D.O, Salt Lake Electrical Sub Division, Sech Bhawan, Kol-91.
6. Office Notice Board.
7. Accounts Branch, Central Mechanical Division.
8. Estimate Branch, Central Mechanical Division.

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Executive Engineer  
Central Mechanical Division