



NOTICE INVITING QUOTATION NO. 03 OF 2013-2014 OF EXECUTIVE ENGINEER OF B.M.S.DIVISION
(Circulation Memo No- 6-29A/1362 dt. 20.08.2013)

1. Separate sealed Quotation are invited for acceptance of the Special Engineer, Salt Lake Reclamation & Development Circle, Urban Development Department on behalf of the Governor of West Bengal, for the works as per schedule attached herewith, in connection with the work "Renovation of Chamber and office of the Hon'ble MIC of Sundarban Development Board at Fourth Floor of Mayukh Bhavan under B.M.S. Division" from eligible bonafide, reliable and resourceful contractors having sufficient experience in execution of similar type of works.

SL NO	DESCRIPTION OF ITEMS	QUANTITY	UNIT	RATE (To be Quoted by the Agency)	AMOUNT (in Rs.)
01	Taking out existing false ceiling and providing and fixing of new false ceiling with tray system with powder coated exposed U-plate spacing of 1200 mm c/c. The wall angle shall be fixed on P.V.C. fastener on the perimeter of the wall by Steel screws with distance 300mm C/C. , 50 mm thick acoustic board ceiling tiles all complete	45.00 M ²	M ²		
02	Supplying, fitting, fixing wooden floor as per quality & Shed in position with 1200mmx200mmx8mm with 2 mm thick foam backing.	35.00 M ²	M ²		
03	Renovation of Wall partition with 3mm thick Venire (Green/Century/Kit) in fixing with 12mm thick best boiling waterproof ply conforming to I.S. 710-1977 bonded with Phenol formaldehyde synthetic resin conforming to I.S.848-1974 of approved make with high glass lamination finishing after taking out existing partition.	67.40 M ²	M ²		
04	Supplying Wooden chair of Segun wood with melamine polish comprising with Back Rest Top-Size 4"x1.5"x2', Back Rest Strip-Size 2"x2"x2', Back Rest Handle 7"x1.5"x2', Back Rest Handle Support- Size 3"x1.25"x15", Sitting Frame- Size 3"x1.5"x2', Legs(Back)-Size 6"x2"x45", Legs(Front)-Size 3"x3"x21", Leg Tie-Size 1"x1.5"x2", Seat-Size 11"x1'x2'. <i>The Number of different sections of Wood as per requirement and direction of the E.I.C.</i>	01 No	Each		

Prayer for issue of quotation papers may be addressed to the Executive Engineer, Bidhannagar Municipal Services Division, Urban Development Department, Sech Bhavan and to be submitted in the office of the Executive Engineer, Bidhannagar Municipal Services Division, Urban Development Department, Sech Bhavan, Salt Lake, Kolkata- 700 091

Last Date and Time for submission of prayer for issue of quotation papers is 04.09.2013 up to 16-00 hours.

Last date of purchase of quotation papers is on 09.09.2013 up to 16-00 hrs.

Last date of dropping of quotation papers is on 11.09.2013 up to 14-00 hrs. in the office of the Executive Engineer, Bidhannagar Municipal Services Division, Urban Development Department, Sech Bhavan, Salt Lake, Kolkata- 700 091.

Date and time of opening of quotation in presence of the participants or his/her/their authorised representatives is on 11.09.2013, immediately after 14-00 hrs. in the office chamber of The Executive Engineer, Bidhannagar Municipal Services Division, Urban Development Department, Sech Bhavan, Salt Lake, Kolkata- 700 091

2. The Quotation documents and other relevant particulars (if any) may be seen by the intending Quotationer or by their duly authorized representatives during office hours between 11.00 A.M. and 4 P.M. on every working day, till 13.08.2013, in office of **The Executive Engineer, Bidhannagar Municipal Services Division, Urban Development Department, Sech Bhavan, Salt Lake, Kolkata- 700 091.**
3. a) Intending Quotationers should apply for Quotation papers in their respective Letter Heads enclosing attested copies of the following documents, originals of which and other documents like Registered Partnership (for Partnership Firms) etc. are to be produced on demand.
b) ST and PT clearance certificate and IT PAN valid at least up to the date of opening of the Quotations. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
d) Eligibility Certificate issued by the A.R.C.S. (for Engineers' Co-operatives and Labour Cooperatives);
e) **Declaration by the applicant to the effect that there is no other applications for quotation paper for work in the NIQ in which he/she/they has/have common interests.**

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

4. **Any suppression/misrepresentation of fact will automatically debar the applicant from participating in any quotation/quotation under the Sub-Division/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.**
5. Intending Quotationer not satisfied with the decision of the Quotation Paper Issuing Authority may prefer an appeal to the next Superior Officer. Necessary communication regarding his appeal to the Appellate Authority must be brought to the notice of such Authority within two working days after the date of issue of quotation paper. A copy of such communication should also be submitted to the Quotation Paper Issuing Authority within the same period, failing which no such appeal will be entertained.
6. a) No quotation paper will be supplied by Post.
b) No quotation paper will be issued on the date of opening of quotations and after expiry of date and time mentioned in the Notice.
7. Before submitting any quotation, the intending quotationers should make themselves acquainted, thoroughly, with the local conditions prevailing, by actual inspection of the site and take into considerations all aspects including transportation of materials, communicating facilities, climate conditions, nature of soil, availability of local labourers and market rate prevailing in the locality etc. as no claim whatsoever will be entertained on these accounts, afterwards. In this connection the intending quotationers may contact the office of the undersigned on any working day, to have the details of works.
8. The Quotationer should quote the rate both in figures and in word. **The rate should be quoted in one single handwriting and preferably with the same ink. Rates quoted in different hand writing shall be treated as informal.**
9. Any quotation containing over writing is liable to be rejected.

10. **All corrections are to be attested under the dated signature of the Quotationer without which quotation may be informal.**
11. When a Quotationer signs his quotation in an Indian Language, the total amount should also be written in the same language. In the case of illiterate Quotationer, the rates quoted should be attested by a witness.
12. The Quotationer, who will sign on behalf of a Company or Firm, must produce the registered documents (within 3 days from the date of opening the quotation) in support of his competency to enter into an Agreement on behalf of the Company or the Firm under the Indian Partnership Act, failing which the Quotation will not be considered.
13. **Any letter or other instrument submitted, separately, in modification of the sealed quotation may not be entertained.**
14. Conditional Quotation, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to be summarily rejected.
15. VAT Sales Tax, Royalty, Building Working Cess and all other statutory Levy/Cess etc. will have to be borne by the Contractor (he/she will have to produce necessary documentary evidence of his having done so at the time of receiving the final payment for the work).
16. The Quotation Accepting Authority does not bind himself to accept the lowest quotation and reserves the right to reject any or all of the quotations received, without assigning any reason whatsoever to the intending Quotationer and also reserves the right to distribute the work amongst more than one Quotationer.
17. The Quotationer will have to, if so desired by the Quotation Accepting Authority, submit his/her/their analysis to justify the rate quoted by him.
18. The Quotations will be opened in presence of the participating Quotationer or their duly authorised representatives, who may be present at the time of opening and who may also put their signatures in the Quotation Opening Register.
19. The successful Quotationer will have to execute the duplicate/triplicate/quadruplicate copies of his quotation which will have to be obtained by cash payment from the office of the Executive Engineer, Bidhanagar Municipal Services Division, within 7(seven) days from the date of receipt of the intimation of acceptance of his quotation, failing which the communication of acceptance of the Quotation shall automatically stands cancel.
20. The successful Quotationer will have to abide by the provisions of the West Bengal Contract Labour (Regulation and Abolition) Rules, 1972 and such other Acts as may be applicable, as will be in force from time to time.
21. Materials such as Cement, Steel materials, R.C.C. Hume Pipes, M.S. Sheet Piles, etc., if available in stock, will be issued by the Department to the Contractor for the work as per Issue Rate fixed by the Engineer-in-Charge. Site of issue of materials as mentioned in the list of materials to be supplied departmentally to the contractor is furnished with the Quotation documents for the work. Any other materials not listed therein, if supplied by the Department, the Issue Rate for such material will be fixed by the Engineer-in-Charge, value of which shall be recovered by the department.
22. **In the following cases a Quotation may be declared informal and unacceptable.**
 - a) **Correction, alterations, additions, etc. if not attested by the Quotationer.**
 - b) **if the quotation is not submitted in a Cover properly sealed and the name of the work is not indicated on the cover.**
 - c) **If the total amount is not written both in figures and words.**
23. The quotationer should provide at least 1(one) year warranty on the above work.
24. Labour welfare cess @1% will be deducted from the quotationer's bill.
25. The payment of R/A as well as Final Bill for any work will be made according to the availability of fund and no claim due to delay in payment will be entertained.
26. Normally, Quotation Paper for not more than one work in any one NIQ will be issued to an applicant, who may indicate the Sl. Nos. of the work in the order of priority. However, depending on response to various serials in the NIQ, Quotation Paper Issuing Authority may issue Quotation Paper for any serial even though it may not be preferred by the applicant.

Basu
20.8.19

Executive Engineer
Bidhanagar Municipal Services Division