

GOVERNMENT OF WEST BENGAL
URBAN DEVELOPMENT DEPARTMENT
OFFICE OF THE EXECUTIVE ENGINEER
CENTRAL MECHANICAL DIVISION
NIRMAN BHAWAN, BIDHANNAGAR
1ST FLOOR, SALT LAKE CITY
KOLKATA-700091

**NOTICE INVITING QUOTATION NO 08 OF 2016-17 of Executive Engineer,
Central Mechanical Division**

Memo No. 29-258 /

Date: 22.11.16

Sealed Quotations are hereby invited by the undersigned for the work mentioned below, from eligible and resourceful manufacturers or their Authorized dealers /distributors of Carrier/ Hitachi

1. Name of the work: Supply & Installation of Air- conditioning machine at different chamber of D.C. building in connection with the work of remaining work of renovation and face lifting at D.C building, Kalyani.
2. Prayer for issue of quotation papers must be addressed in his /their letter head & submitted to the Executive Engineer, Central Mechanical Division, Sech Bhawan, Salt Lake, Kol-91, along with valid PAN, VAT, IT and PT clearance certificate and dealers certificate incl. credential (as per completion / payment certificate) of Supply & installation of at least 04 nos. A.C machines in a single work order in a financial year during last 5 (five) years (to be determined from the actual year of completion, considering current financial year -1). In the completion certificate, name of work, tender number, actual date of completion and gross final value of works are to be mentioned by the competent authority.

3. Short listed participants will be issued the quotation documents from the office of the Executive Engineer, Central Mechanical Division, Nirman Bhawan, Salt Lake, Kol-91,

4. Important Dates are as follows:

a. Last Date and Time for submission of prayer for issue of bid/quotation papers is 05.12.16 up to 16:00 hours.

b. Last Date and Time for issuance of quotation papers to the short listed applicants is on 06.12.16 up to 16:00 hours.

c. Last Date of dropping of bid /offer/ quotation papers, in the tender box only, is on 08.12.16 up to 15:00 hours in the office of the Executive Engineer, Central Mechanical Division, Sech Bhawan, Salt Lake, Kol-91, and will be opened on the same day and in the same office on or shortly after 15:00 hours, in presence of the participants or their authorized representative and the participants are to put their signature in the opening register.

5. Terms & Conditions:

a. Earnest money @2% of the quoted amount is to be procured by the participating bidders, / quotationers in the shape of Bank Draft / Pay order / Bankers cheque purchased from any nationalized bank drawn in favour of the Executive Engineer, Central Mechanical Division, payable at Kolkata. Only photocopy of earnest money shall be enclosed with the Price Bid, failing which the bid declared informal. Only L-1 has to submit his /her demand draft within 3 working days to this office after issuance of the LOA/work order The earnest money shall be converted into Security deposit and shall be returned / refunded as per terms and condition. Unsuccessful bidder / quotationer may withdraw their earnest money after issuance of work order to the L1 bidder, whose bid / quotation is accepted. If the bidders / quotationers are exempted from depositing earnest money, the necessary valid order in favour of the quotationers / bidders issued by the

competent authority are to be submitted with the quotation / bid document, duly attested by the concerned bidders / quotationers.

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

c. Any corrigendum notice that may be issued in connection with this N.I.Q shall also form part of the agreement of contract.

d. Bidder / quotationer who will sign on behalf of the manufacturer's Company or Firm, must produce the authenticate documents 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 all the papers in his favour will be treated as cancelled and the deposited Earnest Money will be forfeited.

e. Conditional bid / quotation, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to be summarily rejected.

6. Bid Documents:

Price shall be quoted by the bidders / quotationers in their co's / firm's letter head as per schedule which will be issued by the department and submitted in Sealed cover addressed to the Executive Engineer, Central Mechanical Division mentioning the NIQ no.

7. The bid / quotation accepting authority does not bind to accept the lowest bid / quotation, and reserves right to reject any or all of the bid / quotation as received, without assigning any reason whatsoever to the intending bidders / quotationers. The bidder should clearly specify the **Guarantee period** for all equipments and it should not be less than one year. In case of any trouble / defect, in their guarantee period, it should have to be made good without any extra cost.

8. Vat, IT, cess or any other statutory deduction will be made as per Govt. Rules.

9. 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.

10. Time of completion shall be 30 (thirty) days from the date of issuance of formal work order.

11. The interested bidders / quotationers are always well come to visit the site before submitting the application / quotation / bid etc.

12. It is mandatory by the all bidders / quotationers to produce their all original documents including certificate of authorization (in case of authorized dealers/distributors) as per demand of the Executive Engineer, Central Mechanical Division. If it appears at any stage that the document submitted by the quotationers / bidders are false, then the credentials / papers submitted by the quotationers are liable to be cancelled at any stage. For any grievance regarding issuance of tender paper / Bid document, applicants may write to the Special Engineer, Salt Reclamation & Development Circle, Sech Bhawan, Salt Lake, Kolkata-700 091, within two days from the date of application.

13 **Rate should be quoted inclusive of all taxes & duties.** Before submitting offer/quotation, the intending quotationers should make themselves acquainted, thoroughly, with the local conditions prevailing, by actual inspection to the site and take into considerations all aspects. No claim will be entertained for extra quantity of refrigeration pipe, drain pipe etc. **Only a comprehensive rate should be provided for the item.** Quantity of machine may increase or decrease.

Executive Engineer
Central Mechanical Division

Memo No. 29-258/ 1069/1 (17)

Date:22.11.16

Copy submitted for information & necessary action to:

- 1) The Additional Chief 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) The Special Engineer, Salt Lake Reclamation & Development Circle, Sech Bhawan, Kolkata-91.
- 4) The Superintending Engineer, Mechanical & Electrical Circle, 6th floor, Jalsampad Bhawan, Salt Lake Kolakata-91.
- 5) The Executive Engineer, P.W.D., Electrical Resources Division-I, 11A Mirza Ghalib Street (3rd Floor), Kolkata-700 087.
- 6) The Executive Engineer, P.W.D., Suburban Electrical Division, 75, Diamond Harbour Road, Kolkata-700 023.
- 7) The Executive Engineer, P.W.D., Western Electrical Division-II, Purta Bhaban (1st floor), Sadarghat Burdwan-712103.
- 8) The Executive Engineer, Salt Lake Reclamation Division, Sech Bhawan, Salt Lake, Kolkata-91.
- 9) The Executive Engineer, Bidhannagar Municipal Services Division, Sech Bhawan, Kol-91.
- 10) The Executive Engineer, Howrah Irrigation Division, 11-A, Mirza Galib Street, (Top Floor), Kol-87.
- 11) The Executive Engineer, Salt Lake Construction Division, Sech Bhawan, Kolkata-91.
- 12) The Executive Engineer, Metropolitan Drainage Mechanical Division, 4th floor, Jalsampad Bhawan, Kolkata.
- 13) The S.D.O., Salt Lake Mechanical Sub-Division, Sech Bhawan, Kolkata-91.
- 14) The S.D.O., Salt Lake Electrical Sub-Division, Sech Bhawan, Kolkata-91.
- 15) Office Notice Board, Central Mechanical Division, Sech Bhawan, Kol-91.
- 16) The Divisional Accounts Officer, Central Mechanical Division, Sech Bhawan, Kol-91.
- 17) Computer cell, Nagarayan Bhavan.

Ashutosh
22/11/16
Executive Engineer

Central Mechanical Division