



**Government of West Bengal
Irrigation & Waterways Directorate
Office of the Sub-Divisional Officer
Burdwan Irrigation Sub-Division No-III
Kanainatsal, Burdwan.**

Memo No:- 42

Dated:-22.02.2017

NOTICE INVITING QUOTATION NO-01 OF 2016-17 OF S.D.O/B.I.SUB-DIVISION NO-III.

Sealed Quotation in letter head pad/plain paper are invited by the Sub-Divisional Officer, Burdwan Irrigation Sub-Division No-III, Kanainatsal, Burdwan from reliable agencies / suppliers for the work as per attached list inclusive of all individual charges, taxes etc complete.

The rate should be quoted in quotation both in figures and words.

Sl No	Name of work	Eligibility of contractor/Agency	Time allowed for completion	Accepting authority
1	Installation of Networking system alongwith internet connection in different computers in the offices of the Sub-Divisional Officer, Burdwan Irrigation Sub-Division No-I, Burdwan Irrigation Sub-Division No-II & Burdwan Irrigation Sub-Division No-III, Kanainatsal, Burdwan.	Bonafied agencies / suppliers	7(Seven) days.	Superintending Engineer, Damodar Irrigation Circle.

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|---|--------------|---------------|
| 1) Last date of receiving application for quotation paper | : 01.03.2017 | upto 04.00PM |
| 2) Last date of issuing quotation paper | : 02.03.2017 | upto 04.00PM |
| 3) Last date of receiving quotation paper | : 06.03.2017 | upto 03.00PM |
| 4) Date of opening quotation paper | : 06.03.2017 | after 03.00PM |

Accepting authority does not bind himself to accept the lowest or any other quotation and reserve to himself the right to reject any or all the quotations without assigning any reason.

Time allowed for completion: - 7(Seven) days.

The successful quotationer shall have to complete the entire work within the stipulated time from the date of commencement. The quality of supplied materials has to be approved by the Engineer-in-Charge prior to supply and if any objection is raised the contract will be terminated without showing any reason.

The quotationers, whose quotation will be accepted, will have to execute formal tender in original and duplicate in W.B.F. No. 2911/ 2911(i)/ 2911(ii)/ 2908.

Before submitting quotation, the quotationers are to satisfy themselves of the terms & conditions, specification etc. and accordingly a certificate should also be furnished at the end of the Quotation that, "I/We hereby declare to abide by all the terms & condition, specification etc. as laid down in the notice."

The rate quoted by the quotationer should include West Bengal Sales Tax, other taxes taxable under rules.

All other normal terms and conditions of standard N.I.T. will be applicable. Payment will be made as per availability of fund in the appropriate head.

Sd/- Subrata Sarkar
Sub-Divisional Officer
Burdwan Irrigation Sub-Division No-III
Kanainatsal, Burdwan.

Terms & Conditions

1) Intending quotationers should apply for quotation papers in their respective Letter Heads enclosing with self 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, as well as during interview (if any).

a. P. T. Clearance certificate and I.T. PAN valid up to the date of opening of the quotation. Application for such clearance addressed to the competent authority subject to production of authenticated receipt, may also be considered.

b. Declaration by the Applicant to the effect that there is no other applications for quotation paper for work in this NIQ in which he/she/they has/have common interests. Failure to produce any the above documents may be considered good and sufficient reason for non-issuance of quotation paper.

2) Quotation should be submitted for the work in sealed cover super scribing the name of the work on the envelope and addressed to the proper authority. Submission of quotation by post is not allowed.

3) Detailed information for the work may be seen by the intending quotationers or by their duly authorized representing during office hours between **11.00 AM and 4.00 PM** on every working day, till **01.03.2017** in the office of the Sub-Divisional Officer, Burdwan Irrigation Sub-Division No-III.

4) Any suppression/ misrepresentation of fact will automatically debar the application from participation in any Tender/ Quotation under the Sub-Division /Division / Circle for at least (Three) years from the date of detection, in addition to such other penal action as the Government may deem proper.

5) No quotation paper will be supplied by Post.

6) No quotation paper will be issued after expiry of date and time mentioned in the notice.

7) The quotationers should quote their rate both in figures and in words on each item of work/ supply as per the NIT.

8) All corrections are to be attested under the dated signature of the quotationer.

9) All the pages of the quotation paper and the documents (Submitted as quotation documents) including schedule must be signed by authorized representative on the body of the documents with date and seal.

10) The quotationers who will sign on behalf of a company or firm must produce the registered documents in support of his competency to enter in to an agreement on behalf of the company or firm under the Indian partnership Act, failing which the quotation will not be considered.

11) Conditional quotation, which does not fulfill any of the above conditions, and is incomplete in any respect, is liable to summary rejection.

12) Any letter or other instrument submitted separately in modification of sealed quotation may not be entertained.

13) 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, with valid reason whatsoever to the intending quotationers and also reserves the right to distribute the work amongst more than one quotationers.

14) Vat, Royalty, Building & other constructional workers, cess & all other statutory levy / cess etc. will have to borne by the contractor (He/she will have to produce necessary documentary evidence of his having done show at the time of receiving the final payment of the work). It may further be noted that if VAT, Registration Certificate is produced before receiving payment, 3% deduction as per present Government Order or as may be notified by the finance department from time to time will be made, other-wise such deduction shall be 5% as per present norms, or as may be prescribe by finance department (If applicable).

15) The quotation will be opened, in presence of the participating quotationers or their duly authorized representatives, who may be present at the time of opening and who may also put their signatures in the quotation opening register.

16) The successful quotationers will have to execute a formal agreement in **W.B.F.No.-2911/ 2911(i)/ 2911(ii)**. Within 7(SEVEN) days from the date of received of the intimation of acceptance of his quotation. Copies of the forms

and other documents will be supplied from the office of the **Sub-Divisional Officer, Burdwan Irrigation Sub-Division No-III, Kanainatsal, Burdwan** on free of cost.

17) The successful quotationers will have to deposit Earnest Money @ 2% of the estimated amount at the time of executing formal agreement as per Govt. rules.

18) No advance payment to the selected agency will be made under any circumstances.

19) The successful quotationer will have to abide by the provisions of the West Bengal Contract Labour (Regulation & Abolition) Rules, 1972 & such other Acts as may be applicable, as will be in force from time to time.

20) The quotationers will have to, if so desired by the quotation accepting authority, submit his analysis to justify the rate quoted by him.

21) In the following cases a quotation may be unacceptable,

a) Correction, alterations, additions, etc. if not attested by the quotationer.

b) If the quotation paper is not properly filled in respect of the general description of the work.

To verify the competency, capacity & financial stability of the intending quotationer(s), the quotation paper issuing authority may demand production of any necessary document(s) as it may be deemed necessary.

c) Canvassing in connection with the quotation will be liable to rejection.

d) Any quotation containing over writing is liable to be rejected.

Sd/- Subrata Sarkar
Sub-Divisional Officer
Burdwan Irrigation Sub-Division No-III
Kanainatsal, Burdwan.

1. N.I.Q. No & date:-01 of 2016-17 of S.D.O/B.I. Sub-Division No-III, Memo No-42, Dt.-22.02.2017
2. Last date of receiving application :- 01.03.2017 upto 04.00PM
3. Last date of issuing quotation paper :- 02.03.2017 upto 04.00PM
4. Last date of receiving quotation paper :- 06.03.2017 upto 03.00PM
5. Date of opening quotation :- 06.03.2017 after 03.00PM
6. Place of dropping of quotation documents :- Office of the Sub-Divisional Officer, B.I. Sub-Division No-III, Kanainatsal, Burdwan.
7. Quotation accepting authority :- Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Burdwan.

Name of the work:- Installation of Networking system alongwith internet connection in different computers in the offices of the Sub-Divisional Officer, Burdwan Irrigation Sub-Division No-I, Burdwan Irrigation Sub-Division No-II & Burdwan Irrigation Sub-Division No-III, Kanainatsal, Burdwan.

Sl No	Description of items	Quantity	Unit
1	Tenda Router (ISI marked)	1	Each
2	5 port switch	1	Each
3	Adapter switch	1	Set
4	Cat 5E Networking cable.	280	Meter
5	Labour charge for fitting fixing of cable for internet connection	1	item
6	Software Installation charges	1	item
7	Monthly rent of cable broad band network system	12	Each Month

Sd/- Subrata Sarkar
Sub-Divisional Officer
Burdwan Irrigation Sub-Division No-III
Kanainatsal, Burdwan.

LIST OF WORKS

NOTICE INVITING QUOTATION NO. - 01 OF 2016-17 OF SDO/B.I.SUB-DIVISION NO-III

Name of the work:- Installation of Networking system alongwith internet connection in different computers in the offices of the Sub-Divisional Officer, Burdwan Irrigation Sub-Division No-I, Burdwan Irrigation Sub-Division No-II & Burdwan Irrigation Sub-Division No-III, Kanainatsal, Burdwan.

Sl No	Description of items	Quantity	Unit	Rate in Rupees	Total in Rupees
1	Tenda Router (ISI marked)	1	Each		
2	5 port switch	1	Each		
3	Adapter switch	1	Set		
4	Cat 5E Networking cable.	280.00	Meter		
5	Labour charge for fitting fixing of cable for internet connection	1	item		
6	Software Installation charges	1	item		
7	Monthly rent of cable broad band network system	12	Each Month		

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Burdwan Irrigation Sub-Division No-III
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Declaration by the applicant as per clause 1.c of standard Form for Notice Inviting Quotation for Public Works.

I/We do hereby declared that there is no other application for quotation paper for work in this NIQ (NIQ No.- 01 of 2016-17 of SDO/ B.I.Sub-Division No-III) in which I/We have common interests.

(Signature of quotationer with seal)