



GOVERNMENT OF WEST BENGAL
OFFICE OF THE SUB-DIVISIONAL OFFICER
DAMODAR CANAL HEAD QTR. SUB-DIVISION
KANAINATSAL, PURBA BURDWAN.

Notice inviting Quotation No. 03 of D.C. Hd. Qtr. Sub-Division/2017-18.

Sealed quotation in prescribed proforma are hereby invited by the undersigned from willing bonafide agencies / outsiders for the work “ **Cleaning of the new Chief Engineer (West) Office building , premises , Kanainatsal inspection Bungalow area at Kanainatsal, Purba Burdwan including carriage of furniture’s from Chief Engineer (West) Office, Sadhanpur, Purba Burdwan to new Chief Engineer (West) Office, Kanainatsal, Purba Burdwan including loading, unloading, etc complete**” inclusive of all individual charges, taxes etc, complete.

The quotation will be received to the office of the undersigned by **3.00 p.m on 24.05.2017** and the same will be opened on the same day **at 3.30 p.m.** in presence of the Quotationers or their authorized representative those who are available at that time. The rate should be quoted in quotation both in figures and words.

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 of work 3 **(Three)** days.

The successful quotationer will have to complete the entire work within the stipulated time from the date of commencement. Submission of quotation by Post is not allowed.

The successful Quotationers whose quotation will be accepted, will have to execute formal agreement as per rule by submitting the earnest money @ 2%(two percent) of the total value of quotation in the form no. 2908. Necessary income taxes , P.Tax , documents are to be produced at the time of agreement.

Before offering quotations, the intending quotationer should thoroughly verified himself with the proposed work by local inspection and all other relevant factors should be taken into consideration.

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

The items of works as follows:-

Sl. No.	Description of works	Qty.	Unit	Rate	Amount
1.	Cleaning of the new Chief Engineer (West) Office Building premises, Kanainatsal Inspection Bungalow area at Kanainatsal, Purba Burdwan.	1	Each		
2.	Carriage of below mentioned Furniture’s from Chief Engineer (West) office, Sadhanpur, Purba Burdwan to New Chief Engineer (West) office , Kanainatsal, Purba Burdwan. Including loading, unloading, Etc. complete. a) Table-30 nos. b) Chair-40 nos. c) Almirah-12 nos. d) Xerox machine-1 nos. e) Computer-3 nos. f) File rack-8 nos. g) A.C. machine-2 nos. h) Printer-3 nos. i) Files & Records- 300 nos.	1	Each		

Sub-Divisional Officer
Damodar Canal Head Qtr. Sub-Division
Kanainatsal, Burdwan

(2)

Memo No. 647 (15) Dated: - 17/05/2017

Copy forwarded for information and circulation to:-

1. Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, Burdwan
2. Executive Engineer, D.C. Division
3. Executive Engineer, Hd. Works Division
4. Executive Engineer, L.D.I. Division
5. Executive Engineer, B.I. Division
6. Executive Engineer, R.B.I Division
7. DVC Study Cell for uploading in Departmental website.
8. District Information Officer, Burdwan .
9. Office Notice Board, D.C. Hd. Qrt. Sub-Division
10. Estimating Branch of D.C. Division
11. Accounts Branch of D.C. Division
12. Sub-Divisional Officer, D.C. No. I / III / Edilpur (I) / Katwa (I)

Sub-Divisional Officer
Damodar Canal Head Qrt. Sub-Division
Kanainatsal, Burdwan