



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

Notice inviting Quotation No. 06 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 in respective company letter head for the work “**Arrangements for inauguration ceremony of the office building for Chief Engineer (West) at Kanainatsal, Dist- Purba Burdwan on 29/05/2017 under Damodar Canal Hd. Qr. Sub-Division of Damodar canal Division.**” inclusive of all individual charges, taxes etc, complete.

The quotation will be received to the office of the undersigned by **4.30 p.m on 25.05.2017** and the same will be opened on the same day **at 5.00 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.

The evolution of lowest quotationer will be based on total quoted amount and no conditional quotation will be entertained.

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.	Details of item of work	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
1	Hire charges for making stage with stout bullah and bamboo structure covered with tarpaulin and decorative cloth etc. along with decorative ceiling and backdrop as per direction of Engineer-in-Charge Size 30' x 30'	Sqft.	900		
2	Wooden stair 5' x 4'	Each	2 nos.		
3	Hire charges for synthetic carpet 30' x 100' +30' x 30' + 30' x 8'	Sqft	4050		
4	Hire charges for providing and setting Decorative chairs with cushion as per direction of Engineer –in-Charge	Each	07 nos.		

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Sl. No.	Details of item of work	Unit	Quantity	Rate (Rs.)	Amount (Rs.)
5	Hire charges for providing and setting PVC chairs	Each	200 nos.		
6	Hire charges for providing and setting of 3 sitter sofa	Each	3 nos.		
7	Hire charges for tables of 4' x 3' size covered with white cloth	Each	5 nos.		
8	Flower vase with flower for table decoration	Each	6 nos.		
9	Generator (With fuel)	Each	2 nos.		
10	Sound system with complete set (on hire) for public address as per direction of engineer-in-charge	Set	1job		
1	Digital printed invitation card with envelop as per direction of engineer-in-charge	Each	150 nos.		
12	Flower decoration as per direction of engineer-in-charge	Each	1job		
13	Flower bouquet as per direction of engineer-in-charge	Each	25 nos.		
14	Supplying packaged drinking water in 1 lit bottle	Each	200 nos.		
15	Engrave granite stone of size 3½ ' x 2 ' as per direction of engineer-charge	Each	1 job		
16	Arrangement for plaque reveal	Each	1 job		

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

Memo No. 656 (15) Dated: - 18/05/2017

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)

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Damodar Canal Head Qrt. Sub-Division
Kanainatsal, Burdwan