

**GOVERNMENT OF WEST BENGAL**

Irrigation and Waterways Department.

Office of the Executive Engineer.

Bankura Irrigation Division

Kenduadihi, Bankura.

Memo No. 877

Date :- 22.05.2017

**Notice Inviting Quotation No. – 03 //EE/TBD 2017--2018**

**1.) Details of work.**

SL. NO.	NAME OF WORK	AMOUNT PUT TO QUOTATION	QUANTITY	EARNEST MONEY	TIME ALLOWED FOR COMPLETION OF THE WORK	SOURCE OF FUNDING
1	2	3	4	5	6	7
1.	<b>DIGITIZATION OF LONG SECTION MAPS BY SCANNING INCLUDING FORMATION OF METADATA FILES FOR DOCUMENT MANAGEMENT SYSTEM UNDER, KANGSABATI DESIGN DIVISION KENDUADIHI, BANKURA.</b>	<i>As per Quoted rate.</i>	<i>2,23,590Sq.Cm.</i>	<i>Rs. 2500.00</i>	<i>120days.</i>	<i>Non Plan</i>

**2.) Time Schedule.**

Quotation Papers will be issued to the intending quotationers after verifying all necessary papers related to the supply as per following time schedule.

1. Last date of Application : - 05.06.2017 up to 1-00 P.M.
2. Last date of issue at quotation paper : - 07.06.2017 up to 3-00 P.M.
3. Date of dropping : - 09.06.2017 up to 3-00 P.M.
4. Date of opening : - 09.06.2017 after 3-30 P.M.

Intending bidder (s) or his / their representative(s) should remain present at the time of opening of quotations on the schedule date in the office chamber of the undersigned.

**3.) Earnest Money**

In terms of Notification No. 03-W dated 18<sup>th</sup> January 2011 of the Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate communicated by the Deputy Secretary to the Govt. of West Bengal, Irrigation & Waterways Directorate vide Memo. No. 89(6)-IB/IW/O/1B-Misc-12/2007 dated 18<sup>th</sup> January 2011 provisions made in the following Para's 10(a)(i) to (h) and that should be abided by the bidder.

**a) Amount of Earnest Money**

All the technically qualified bidders have to be deposited earnest money of Rs. 2500.00( Five thousand) only in favour of **Executive Engineer, Bankura Irrigation Division, Bankura.**

**b) Additional amount of Earnest Money as Security Deposit.**

The successful bidder whose quotation may be accepted has to deposit the additional amount in prescribed form in addition to the earnest money already deposited will be equivalent to 2% ( Two Percent) of quoted rate as Security Deposit for the due performance of the contract in W.B. Form No. 2911(i).

**c) Further deduction of Security Money from the progressive bill**

Further 8 ( Eight) percent of security money will be deducted from the progressive bills to the Maximum Limit of 10 ( ten) percent of quoted rate.

**d) Security Deposit for excess work**

In case of excess works over the quoted amount, additional security is to be deposited for the amount of such excess beyond the quoted amount as per prescribed rate, before payment of final bill in case contractor opting for paying advance security and receiving payment against progressive bills without any deduction.

**e) Deposit of Quotation fee, Earnest Money, Security and or /Additional Security deposit through Schedule Bank. \*\*\***

Demand Draft, Banker's Cheque, and Treasury Challan and Deposit at Call Receipt (D.C.R.) of Scheduled Banks guaranteed by the Reserve Bank of India may be accepted as earnest money and/ or security Deposit. In terms of Memo. No. 108-IB/IW/O/IB-Misc-38/201(Part) dated 16.11.2011 of Deputy Secretary to the Govt. of West Bengal, I&W.D,the original copies of the Demand Draft/Banker's Cheque/Deposit at Call Receipts (DCR), towards Earnest Money Deposit (EMD) in favour of **Executive Engineer, Bankura Irrigation Division, Bankura** issued from any of the following Schedule Banks Payable at **Bankura** should be dropped in sealed envelope.

**f) Adjustment of Earnest Money**

No earnest money previously deposited for other works will be considered. Quotation without or improper earnest money will forthwith be treated as 'INFORMAL'

**h) Exemption of Earnest Money and limitation of Security Deposit**

Units registered under N.S.I.C./S.S.I. units permanently registered and situated in West Bengal, will be exempted from submitting earnest money as per rule, but to get exemption on this basis bidder will have to submit the relevant document in the office of the undersigned.

**4.) Credentials**

- a) Digitization **work** executed during the current financial year and the last three years . **Minimum Average credential for similar single work should be Rupees 0.250 ( Point Two Five ) lacs.**
- b) Evidence of Same/Similar works to any PSU/Govt. company.
- c) The description of work should be clearly mentioned.
- d) Only offers to vendor having similar type of working experience will be accepted. Copy of valid schedule of work should be attached.

**5.) Certificates**

- a) Professional Tax (PT) Clearance Certificate and IT PAN valid up to the date of opening of the quotation. Application for such clearance addressed to the competent authority may also be considered.
- b) VAT Return certificate of the last quarter of the previous financial year.
- c) Regd. Deed for partnership Firm/Joint Ventures from Registered of Assurance having office at Todi Mansion, Kolkata. Mere application for registration will not be considered.
- d) Trade License for Proprietorship Firms.
- e) Memorandum of Articles for Limited Companies.
- f) Declaration against common interest. (Annexure-I).
- g) Power of attorney. (Annexure-II).

## **6.) Taxes & duties to be borne by the Bidder**

In Terms of Memo. No. 1098(7)-SIW dated 28.07.10 of Secretary to the Govt. of West Bengal, Irrigation and Waterways Department, VAT, Sales Tax, Royalty, Construction Workers' Welfare Cess and all other statutory levy/Cess will have to be borne by the bidder as per existing rules and for which no extra cost will be paid for consideration of all these charges. Service Tax, if applicable, would be reimbursed subsequently.

## **7.) Conditional and Incomplete Bid**

Incomplete, conditional and illegible quotations will be invalidated over-writing & erasing in rates will also be invalidated the quotation. All correction should be initialed and dated by the quotationers.

## **8.) Acceptance of Quotation**

The acceptance of the quotation will rest with S.E-I/Kangsabati Circle, Bankura, who does not bind himself to accept the lowest quotations and he reserves the right to regret in part or the whole of the quotations received, without assigning any reason thereof.

## **9.) Cancellation of Quotation**

Quotation may be cancelled at any stage without assigning any reason.

## **10.) Additional Terms and Conditions.**

- i) If any of the noted last day of the N.I.Q. become a Public Holiday then the next working day shall automatically become the last day for discharge of the business.
- ii) The intending bidders may have to consult the Executive Engineer, Kangsabati Design Division during office hours regarding the purpose of supply and the detailed procedure of delivery of materials at Stores and such other relevant points which will help them to be acquainted with the work before making application and submission of Quotation Papers.
- iii) Quotationers should quote their rate in a consolidated form which should be inclusive of Excise Duty, Sales Tax, Vat, Transportation Charges and/ or any other charges of any, packing during transportation as applicable. Rate quoted in any other form than the enclosed schedule is liable to be rejected.
- vi) Quantities mentioned in the quotation notice are tentative only and order shall be subject to actual requirement of the consuming Divisions. The requirement may widely vary, The Term 'widely vary' should include also decrease or increase in the quantity required. No claim shall be entertained for any variation of requirement during the currency of the contract.
- vii) A contract in West Bengal Form No. 2911(i) will have to be executed against order in requisite forms which will be available from the office of the Executive Engineer, **Bankura Irrigation Division**, I&W.D.,
- viii) If any bidder fails to submit his quotation after seeking permission or withdraws his quotation before acceptance without giving any satisfactory explanation, for such withdrawal or refuse to supply within a reasonable time, he shall be disqualified for participation in any quotation to this Division for a minimum period of one year and the earnest money deposited before opening of financial bid will liable to be forfeited. If any bidder submits conditional quotation, it will be treated as informal.
- ix) The price offers shall remain firm within the period of offer, no escalation of price shall be allowed in any event. No advance payment whatsoever will be considered in any case.

x) **It is to be noted that Finance Department Notification No. 10500-F dt. 19<sup>th</sup> Nov. 2004 and Notification No. 5400-F(Y), Dated, Kolkata, the 25th June, 2012. will be applicable for finalization of quotation.**

a) Preference will be given to the S.S.I., W.B., as per West Bengal Financial Rule incorporated under notification no. 10500-F dated 19.11.2004.

b) Registration as a Small Scale Industries unit after the submission of the quotation will not entitle the bidder to get exemption from payment of Earnest Money.

c) Quotation form & duplicate sheets should be marked in respect of Small Scale Industries" (S.S.I) distinctly on the right hand top, failing which the item(s) may be treated as non Small Scale Industries.

d) In case of holder of permanent Small Scale Industries Registration Certificate of the Govt. of West Bengal proof(s) to the effect that the unit has furnished the required valid returns etc. to the appropriate authority to retain the Small Scale Industries Registration Certificate. The documents so produced shall be to the satisfaction of the Quotation Evaluation Committee.

f) If the validity of the Small Scale Industries registration is going to expire within quotation period bidder would have to produce a revalidation certificate to the satisfaction of the Quotation Evaluation Committee, in due time.

xi) The quoted /offer rate in quotation must be valid for minimum 180(one eighty) days from the date of opening of financial bid. The Quotation inviting authority reserves the right for seeking extension of validity of offered rates from the successful bidder.

xii) If any material is found defective after supply, the same has to be replaced at free of cost within ten days.

xiii) **Payment will be made after receipt of materials subject to availability of Fund.**

xiv) Quotation, which do not fulfill the conditions specified in the quotation documents or do not fulfil the requirement of the quotation in any respect will be liable for rejection.

xv) **SCOPE OF WORK**

The essence of this project is the creation of a Document Management System (DMS). This system should be able to store scanned documents, index these documents (by attaching multilingual metadata tags i.e. English/Bengali to each of them), retrieve and display the stored scanned documents upon searching for the relevant metadata tags.

The successful bidder would have to scan all the documents.

The Digitized Data after scanning & indexing with metadata for Division will be stored through proper configuration. The Database would be shared by other application (e-Office presently within this office).

***Application software (DMS)***

The scope pertaining to the Document Management System can be found below:-

**a. Collection of drawings from the Division Office, Kangsabati Design Division, Kenduadihi, Bankura.**

The Division office would present their documents to the successful bidder. The successful bidder would have to make note of the document details in the log register while collecting these documents.

After collection of the documents by the successful bidder, it would be the responsibility of the successful bidder to maintain and return the documents in their original form to the Division Office concerned. Any damage to the documents collected shall make the successful bidder directly responsible for the same.

## **b. Pre-scanning preparation**

Pre-processing of document would be the activities that are to be performed on the documents collected before they can be scanned. It shall include (but is not restricted to)

- Removal of pins, threads, rubber bands etc.
- Sorting of pages in the document in the correct order
- Special preparation of documents that may not be in a good physical condition and may not be directly scannable.

## **c. Scanning and indexing**

These documents that have been pre-processed would have to be scanned. The page size of the documents can be A5 (Legal Size), A4, A3, A2, A1 or A0. Further, the documents could be in the form of individual pages or books. Thus the scanner employed should be of flatbed, overhead, V shape

Cradle etc. to facilitate scanning of documents in any form. After scanning, the documents would have to be indexed. Indexing is to be done by attaching metadata tags to each of the documents.

## **d. Backup**

The successful bidder is required to take backup of incremental data at the end of the day. The backup shall be taken on a hard disk drive and shall be stored in a secured place for data retrieval during emergency.

## **e. Handover of documents.**

After scanning and indexing, the documents would have to be handed over to the department concerned in their original condition. Appropriate entries would also have to be made by the successful bidder in their register.

## **Functional details**

The functional details pertaining to the scope of work mentioned above shall include the following:-

### **Pre-scanning**

1. Documents are kept at Drawing Section of Kangsabati Design Division, Kenduadihi, Bankura. The successful bidder is required to collect these documents carefully. While collection, the following details are to be entered into the log register.

- a. No. of documents collected
- b. No. of pages collected
- c. Date of collection
- d. Expected date of return
- e. Actual date of return
- f. Collected from
- g. Collected by and Signature
- h. Returned to and signature
- i. Returned by

2. The log register would have to be maintained by the successful bidder.

3. Documents that are very old and are not in good physical condition would have to be repaired and prepared before they can be scanned.

4. The successful bidder is required to take necessary precautions while handling the documents.

5. The documents are to be maintained in an orderly manner without disturbing the chronology of the documents and without mixing pages between different documents.

### **Scanning**

1. The documents shall be scanned on a **200 DPI resolution, black and white**

2. The scanned documents shall be converted into Autocad files for storage.
3. The successful bidder shall perform the following Image Enhancement Activities

(i) Successful bidder should ensure that quality of scanned imaged are enhanced up to the optimum level and required image enhancement activities like De-skew (to make the images straight), contrast ratio setting etc. have to be done on the documents.

(ii) The Successful bidder must carry out cropping and cleaning of images like removing black noises around the text, de-spackle (removing small dots between the text) and provide equal margins all around the text.

(iii) In case the documents are not legible, it will be bidder's responsibility to scan the documents on high resolution i.e. 600 dpi or higher

(iv) In case the content of the documents are not visible then document scanning shall be done in Grey Scale. No extra payment shall be made for the same.

4. The successful bidder will ensure that all documents are digitized.

5. No page/document shall be digitized more than once.

### **Retrieval**

1. The scanned documents should be retrievable through search. The documents would be searched for the metadata tags that were used to index the document.

2. These metadata tags should include (at the least

i. Subject of the document

ii. File No.

iii. Date of document

iv. Department

v. Authority

3. More metadata tags shall be required to be added to the above list. The same shall be discussed and finalized with the successful bidder before the commencement of work.

4. The document should be retrievable by searching for any of the metadata tags mentioned above.

5. Retrieval through search criteria in Bengali should also be possible

6. Access Control-There shall be an access control that shall be imposed on each of the scanned documents. The access control would be at the document level. Only users at a particular level on the hierarchy should have access to certain documents.

### **Post scanning**

1. After scanning, the physical document would have to be pinned together/tagged in the same form as it was given for scanning by the individual departments.

2. The scanned data shall be stored on the computer.

3. The backup of incremental data shall be taken on a Hard Disk Drive at the end of the work.

4. Each page of a document shall be serially numbered and shall be counted while giving the documents back.

### **Infrastructure**

1. The successful bidder will use its own infrastructure. This shall include, but is not limited to, computers, Scanner etc. for document scanning.

2. The successful bidder would deploy its own human resource for all the aforementioned activities. The successful bidder shall deploy adequately skilled manpower resources to complete the job within the specified time.

## **Guidelines for feature digitization**

The maps may be digitized in a CAD environment like AUTOCAD and check for dangles, slivers 'O' polygons, duplicate labels, etc. Optimum tolerances and fuzzy values shall be used to clean the data.

**The general specifications for digitization are given below.**

- The data is to be digitized using heads up digitization
- The features are to be captured such that the polygon features are put in one layer, the line features are in another layer while the points are in a different layer.
- The lines are to be digitized as poly lines only, coincident lines are to be digitized once and copied to appropriate layer.
- Feature specific codes are to be assigned uniquely as given in the format
- Duplicate values or 'O' values are to be coded as given in the specification and a note of it made in the comments section IX Database Design & Standards.
- The data should be topologically correct for each of the layer.

The accuracy requirement and specifications for each of the type of coverage is indicated below:

### **Polygon Features Specifications**

1. The PARCEL/PATTA/DAG boundary should be digitized in such a manner that the resulting vector line falls in the centre of the raster data image element being vectorised.
2. The parcel boundaries are generally straight, and, hence should be digitized using 2 nodes/vertices in keeping with the shape of the polygon.
3. The feature should be digitized such that there is no overshoot or undershooting of arcs or duplicate arcs.
4. The features should be captured with specked symbol.
5. The feature should be digitized with minimal number of vertices while at the same time maintaining the smoothness or angularly of the lines as the case may be.
6. The feature should be a neatly closed polygon without any dangles or sliver.
7. Each polygon should have a unique feature ID (FID) as per the coding scheme indicated below.
8. The tolerance values for arcs, node snapping and vertices should be such that the features snap within the pixels defining that feature and do not snap out side.
9. All features like parcels, roads, rivers, etc. which form polygons are to be digitized and coded as per the coding scheme.
10. The connectivity of the rivers/roads is to be maintained and should not be disjointed as dangles illustrated below except where a river feature is meeting a road feature, there should be no dangles or open ended polygons, especially at the boundaries.
11. One edge in such cases may be the parcel defining edge.
12. The label should be placed in the center of the feature.
13. All the polygons forming parcel features should be digitized with the codified symbols.

### **Point Feature Specifications:**

The feature shown on maps as points like wells, temples, trees, etc. are to be digitized as point features the digitizing rules and coding scheme are given below:

1. The feature should be digitized as a point placed at the center of the raster image defining it.
2. There should only be one point at one location.
3. Each feature should have a unique feature ID.

### **Line Feature Specifications:**

The linear features shown as single line arcs on the map as well as linear double line features like rivers, roads, pipelines, etc. are to be digitized and incorporated into the line coverage for the village.

The single line arc features whether shown as continuous lines or broken lines are to be captured from the map image. In addition to this, the double line roads, rivers, pipelines etc. from the polygon coverage are also to be put into the line coverage. The feature coding guidelines are given below:

1. The river/roads depicted on the scanned image represent the outside edges in case of double line features and should be digitised as such. The resulting vector should not deviate from the pixels defining it. These features should be captured only once and copied into the appropriate layers before building the topological relationships.
2. The feature should be vectorised in such a manner that the shape is captured and retained as it is.
3. The feature should be vectorised using optimum number of nodes/vertices so that the shape is retained and does not appear jagged.
4. The connectivity of the features should be logical with respect to each other i.e. a river should not end or join on to a road, etc.
5. At crossings the features should be digitised in such a manner that they do not cross over.
6. In case of single line features, they should be captured as a single continuous feature from one end of the feature to the other end without break.
7. In case of double line features, the centreline should not be digitized this line will be repeated with double line symbol.
8. There should not be any gap between two connecting features nor any over shoots; the features should be snapped to connecting features.
9. The features should be coded as per the coding scheme.

## **GUIDELINES AND ACCURACY STANDARDS**

The following guidelines and accuracy standards have to be considered for this activity:-

1. The boundary feature that best fits the image is to be taken as reference.
2. The boundary feature that is under lapping or overlapping on the fitting features is to be adjusted using the background images the reference.
3. If the displacement is more than 5 m then that feature is not trouble edge matched and an entry of the same is to be made in the comment section of metadata for that.
4. After edges matching the duplicate boundary has to be eliminated to keep only one single boundary. The features meeting this boundary are to be adjusted and cleaned so that dangles, overshoots or slivers are eliminated and feature geometry and unique coding scheme is maintained.
5. Along the boundary of mouza/block/circle, the edge matching is to be done with a reference circle boundary cover, which will be given by office of the Executive Engineer, Kangsabati Design Division
6. If the boundary overlaps or under laps the mouza/block/circle boundary by more than 5 m then the boundary should not be adjusted and an entry of the same be made in metadata comments section.
7. In the edge matching process the shapes of the features should be maintained. The relative positions of features on both sides of the boundary should also be the same.
8. Care should be taken where the boundary is a river/road feature so that the double line is edge matched without any slivers or gaps.
9. The edge matching has to be carefully tracked and recorded in the metadata for each mouza for solving the edge matching problems. After the edge matching process the land maps should be superimposed into one single mouza/circle cover. Another coverage containing only the mouza outer boundaries along with a label of the mouza code should also be created separately by extracting the outer boundaries of maps from the mouza sheets provided. The feature ids for this coverage should be maintained as described earlier.

## **FINAL DATA**

After the completion of digitization, geo-referencing, cleaning, editing & topology creation, following should be ensured before archiving the data and sending it to office of the Executive Engineer, Kangsabati Design Division

1. The final data should be checked for topology. Topologically incorrect or incomplete data will not be accepted.
2. The various layers in the data should have unique feature id and should be checked by vendor before submission.



3. The mouza coverage and the individual land plan coverage should have same feature coding and topology, the should not vary.
4. The vendor should ensure to fill in the various data quality check forms duly signed from the vendor side.
5. The metadata for the data coverage should also be completely filled in with necessary comments wherever required.

### **Deliverables to be supplied by Vendor**

To be delivered in properly labelled CD's as per the standards nomenclature mentioned in the document.

#### **A. SOFTCOPY on CD:**

1. SHEET-WISE RAW SCANNED TIFF/JPEG FILES (WITH LIST): IF NECESSARY.
2. SHEET-WISE RECTIFIED TIFF FILES (WITH LIST).
3. SHEET-WISE DWG FILES (WITH LIST).
4. PLAN-WISE RAW COVERAGES WITH TICS (AREA, LINE AND POINT COVERAGE).
5. ALL METADATA IN \*XLS FORMAT OR ANY OTHER FORMAT (INCLUSIVE OF PLOT DETAILS AS SHOWN IN RECORD OF RIGHTS). METADATA SHOULD CONTAINS PLOT WISE DETAILS INCLUDING AREA, TYPE, PART OR FULL, VEST OR OWNED, PREVIOUS OWNER, MOUZA AND J.L. INCLUDING SHEET NO., BOUNDED BY PLOTS ETC.

#### **B.HARDCOPY PRINTS:**

- 1 .PLAN-WISE A5 to A0 SHEETS WITH DUPLICATE/BLANK PARCELS-corrected copy
- 2 .PLAN-WISE A5 to A0 SHEETS-after corrections
3. INVENTORY REPORT (WITH DATE)
4. QUALITY CHECK REPORT
5. QUALITY CHECK CERTIFICATES.

### **General**

1. The successful bidder shall add/replace poor quality scanned images/documents on its own, for which it shall not be entitled to get any extra payment.
2. It is the absolute responsibility of the successful bidder to ensure that the contents of the digitized documents shall be an exact replica of the original paper document maintained as part of the records in the books. This will be a mandatory condition for the successful bidder.
3. The files/documents will not be allowed to be removed from premises allocated to successful bidder without written permission of Executive Engineer, Kangsabati Design Division, Kenduadihi, Bankura.
4. Under no circumstances shall the documents be changed, mutilated, destroyed or replaced by some other documents.
5. The DMS proposed should be able to integrate with the e-Office ( within this office at present) that is in the process of implementation.
6. The firm shall at its own cost provide the necessary consumables, including paper, ink and spares required for maintaining and operating its machinery/equipment smooth execution of scanning/digitization of records.

### **xix) CONDITIONS IN EXTENDED PERIOD**

As per W.B.F 2911(i) as they case may be (when an extension of time for completion of work is authorized by the Engineer-in-charge) it shall be taken for granted that the validity of the contract is extended automatically up to the extended period with all terms and conditions, rates etc. remaining unaltered, i.e. the tender is revalidated up to the extended period.

Sd/-  
**Executive Engineer**  
**Bankura Irrigation Division**  
**Kenduadihi, Bankura.**

Name of work “DIGITIZATION OF LAND ACQUISITION MAPS BY SCANNING INCLUDING FORMATION OF METADATA FILES FOR DOCUMENT MANAGEMENT SYSTEM UNDER KANGSABATI DESIGN DIVISION, KENDUADIHI, BANKURA”.

Name of Work	Quantity( Sq.Cm.)	Rate ( Per Sq. Cm.) ( Rs.)	Total Amount ( Rs.)
DIGITIZATION OF LONG SECTION MAPS BY SCANNING INCLUDING FORMATION OF METADATA FILES FOR DOCUMENT MANAGEMENT SYSTEM UNDER KANGSABATI DESIGN DIVISION, KENDUADIHI, BANKURA.	2,23,590 Sq.Cm.		

We agree to undertake the above mentioned work at Rs.  
As per terms and condition specified in the N.I.Q.

Rupees.....

-----  
Signature and seal of the Bidder.

Address.....

Signature of witness to signature of bidder

Accepting authority

Dated:

**Annexure-I**  
Declaration against Common Interest

I / We, Sri / Smt. \_\_\_\_\_, the authorized signatory on behalf of \_\_\_\_\_ do hereby affirm that I/We/any of the member of \_\_\_\_\_ bidding against NIQ No. \_\_\_\_\_ Sl.No. \_\_\_\_\_ do not have any common interest either as a partner on any partnership firm / joint venture as a Proprietor / Owner of any other firm in the same serial for the work I / We want to participate.

Date :

\_\_\_\_\_

Signature and seal of the Bidder.

**Annexure-II**  
Power of Attorney.

I/We \_\_\_\_\_ who are established and reputable manufacturers of \_\_\_\_\_ (*name and description of goods offered*) having factories at \_\_\_\_\_ (*address of factory*) do hereby authorize M/s \_\_\_\_\_ (*Name and address of Agent*) to submit a bid, and sign the contract with you for the goods manufactured by us against the above Quotation.

No company or firm or individual other than M/s \_\_\_\_\_ are authorized to bid, and conclude the contract for the above goods manufactured by us, against this specific Quotation.

\_\_\_\_\_  
Signature of Authorised Person.

\_\_\_\_\_  
Signature attested by the Bidder.

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to legally bind the manufacturer. It should be included by the Bidder in its bid.

MEMO NO. 877/1 (22)

DATE- 22.05.2017

Copy forwarded for information & wide circulation to:

1. The Chief Engineer- South & Budget, I. & W. Dte.
2. Chief Engineer- West, I. & W. Dte.
3. The Superintending Engineer (I)/ (II), Kangsabati Circle, Bankura.
4. The Sabhadhipati, Bankura Zilla Parishad
5. The District Magistrate, Bankura.
6. The Nodal Officer, I & W. Directorate and Director of Designs, Central Design Office, Jalsampad Bhaban, 1<sup>st</sup> floor, Kolkata-700091.
7. The Executive Engineer, D.V.C Study Cell, I & W. Dte. Jalsampad Bhawan, kol-91. The Brief referral of Notice may please be uploaded in the Tender & Notice link of Department Website.
8. The Executive Engineer, Kangsabati Canals Division No. I/ II/ III/ IV/ V.
9. The Executive Engineer, Kangsabati Design Division, Bankura.
10. The Director of Information, & Cultural Affairs, Department of Information & Culture, Writers Building Kolkata-700001.
11. The District Information & Cultural Officer, Bankura.
12. The Sr. Divisional Accounts Officer of B.I. Division.
13. Notice Board of the office Executive Engineer, Bankura Irrigation Division

Sd/-

**Executive Engineer  
Bankura Irrigation Division  
Kenduadihi, Bankura.**