



GOVERNMENT OF WEST BENGAL
IRRIGATION & WATERWAYS DIRECTORATE

Teesta Barrage Project
Office of The Executive Engineer, Teesta Left Bank Division
Oodlabari, Jalpaiguri, PIN - 735222.

NOTICE INVITING QUOTATION NO. - WBIW/EE/TLBD/NIQ-03/2017-18

Sealed quotations in plain paper/letter pad are hereby invited by the Executive Engineer, Teesta Left Bank Division, Irrigation & Waterways Directorate on behalf of the Governor of West Bengal for the work **“Supplying experienced pump operator for operating pump in connection with distribution of water supply at Teesta Barrage Township Colony at Oodlabari in P.S. - Mal, Dist. - Jalpaiguri”** from eligible and resourceful contractors/bidders having sufficient credential and financial capability for execution of works of similar nature.

For application for issuance of quotation paper, the quotationers should apply with their application addressed to the Executive Engineer, Teesta Left Bank Division along with self attested Xerox copies of relevant papers like Pan Card, GSTIN, Professional Tax Clearance Certificate, Experience and credential certificate of similar nature of works for at least 1(one) person.

Particulars of Quotation procedure with date and time :-

- 1) Last date of receiving application : 25.09.2017 (up to 4.00 p.m.)
- 2) Last date of issue of quotation paper : 25.09.2017 (up to 5.30 p.m.)
- 3) Last date for receiving quotation : 09.10.2017 (up to 3.00 p.m.)
- 4) Date of opening quotation : 09.10.2017 (after 3.30 p.m.)

NOTE : In case of any non-scheduled holiday/Bandh/strike on the aforesaid dates, the next working day will be treated as the scheduled date for the purpose.

Acceptance of the Quotation will rest upon the Superintending Engineer/Teesta Barrage Circle & Executive Engineer, Teesta Left Bank Division who reserves the right to reject the lowest quotation or any of the quotation without assigning any reason thereof.

a) Purchase of quotation Forms :

i) Quotation Paper can be had on Free of Cost in the Office of the Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalapiguri, within the specified date & time mentioned in the Notice, by the intending quotationers or by their duly authorised representatives.

ii) No quotation Paper will be supplied and received by Post.

iii) No quotation Paper will be issued after expiry of date & time mentioned in the Notice.

b) The intending quotationer should submit filled up Signed quotation paper within the specified date & time mentioned above.

c) Particulars of work with schedule of items, specifications, additional terms and conditions etc. may be seen by the intending quotationers or by their authorised Representatives during office hours between 11-00 A.M. and 4-00 P.M. on every working day, in the Office of the Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalapiguri

- d) Dropping of quotations :
quotations in sealed covers are to be dropped in the Office of the Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalapiguri.
- e) Submission of quotation by Post is not allowed.
- f) Before submitting any quotation, the intending quotationers should make themselves acquainted thoroughly with the local conditions prevailing, by actual inspection of the Site and take into considerations all factors and difficulties likely to be involved in the execution of work in all respects including communication facilities, climate conditions, nature of soil, availability of labourers and rates prevailing in the locality etc., as no claim, whatsoever, will be entertained on these accounts afterwards.
- g) Opening of quotations :
The quotations will be opened by the Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalapiguri on the stipulated date and time in presence of the participating quotationer or their duly authorised representatives. Tenderers are requested to remain present at the time of opening of quotation.
- h) The quotationer should quote their Rates both in figures and words on the specified proforma attached with the quotation Form.
- i) Incomplete and illegible quotation will be invalid. Overwriting and erasing in the rates will also render The quotation invalid. The quotation should be neat and clear. All corrections are to be attested under the dated signature(s) of the quotationer(s).
- j) Canvassing in connection with quotations is strictly prohibited and the quotations, submitted by the quotationers who will be reported for canvassing, will be liable to rejection.
- k) Conditional quotation, which does not fulfill any of the above conditions and is incomplete in any respect, is liable to summary rejection.
- l) The Successful quotationer will have to execute an agreement in tender form 2911(ii) following all formalities along with requisite earnest money (2% of the value of the work) in the shape of Demand Draft, Banker's Cheque, Treasury Challan, Deposit Call Receipt (DCR) of Scheduled Banks guaranteed by the Reserve Bank of India in favour of Executive Engineer, Teesta Left Bank Division, Oodlabari, Jalpaiguri payable at Malbazar SBI, Jalpaiguri within 7(Seven) days from the receipt of letter of acceptance.
- m) Failing to agreement by the lowest quotationer is liable for rejection as per rule.

Other terms and conditions:

1. The agency shall operate the pump in 3(Three) shifts in each day including operation of internal & external full way valve connected to the delivery system of the water supply network. The daily three shift usually shall be reckoned from 5:30 A.M. to 1:30 P.M. , from 1:30 P.m. to 9:30 P.M. and from 9.30 P.M to 5.30 A. M (or as desired/directed by the Sub-Divisional Officer in-charge).
2. No. of pump operator required is 3 nos. in a day (1 no. for each shift).
3. The pump operator must have experience on electrical/mechanical works and preferably having electrical license. An attested certificate in this regard is to be produced by the lowest quotationer prior to acceptance of the quotation.
4. The period of contract is 1(One) year.
5. The attendance of pump operator shall be maintained by the concerned Sub-Divisional Officer in a separate attendance register. Absentee statement of Pump operator shall be submitted along with the monthly bill and payment will be made as per availability of fund.

6. In case of absence of any pump operator from duty substitute pump operator has to be provided by the agency for uninterrupted water supply in the Township colony.
7. The agency is solely responsible in the event of any accident during pump operation duty for the operators engaged by him.
8. Arrangement for night stay/fooding of his staffs will be borne by the agency himself. No extra claim will be entertained.
9. No materials shall be issued by the Department.
10. Intending quotationers will have to furnish the following particulars supported by documentary evidence prior commencement of work.
Attested Xerox copy of:
 - i) Identity certificate of the pump operator is to be produced.
 - ii) No objection certificate of duty personnel from police authority is required to be produced.
 - iii) Character certificate of duty personnel from local Panchayat/any authorized body is required to be produced .
11. Payment will be made on availability of fund.
12. The rates should be quoted including all kinds of Taxes & all other charges and also conditions stated above. No other charges will be entertained after acceptance of rate quoted by the quotationer. **The rates should be quoted per head per day for each shift basis.** The rates should be written clearly in figures and words.
13. Sealed quotation will be opened in presence of intending quotationers.
14. All other necessary information will be available in the office of the undersigned during any working day up to 16:00 hours.

Sd/-
Executive Engineer
Teesta Left Bank Division
Oodlabari, Jalpaiguri

N.I.Q. No. WBIW/EE/TLBD/NIQ-03/2017-18

PROFORMA TO BE FILLED UP BY THE QUOTATIONER

Name Of Work : Supplying experienced pump operator for operating pump in connection with distribution of water supply at Teesta Barrage Township Colony at Oodlabari in P.S. - Mal, Dist. - Jalpaiguri.

1) Name of the agency :-

2) Full Address with Phone no.:-

3) Rate per head per day for each shift :- RS.

In words : (Rupees

Full Signature of the quotationer with date and seal

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Memo No. 1Q-2/433(14)

Dated : 21.09.2017

Copy forwarded for information and wide circulation to:

1. The Chief Engineer, Teesta Barrage Project, I&W. Dte. Teesta Sech Bhavan, 2nd Mile, Sevoke road, Siliguri.
2. The Superintending Engineer, Teesta Barrage Circle, Teesta Sech Bhavan, 2nd mile, Sevoke road, Siliguri.
3. The Superintending Engineer, Mahananda Barrage Circle, Teesta Administrative Building, Tinbatti, Siliguri.
4. The Superintending Engineer, North-East Circle - 1, Club Road, Jalpaiguri.
5. The Executive Engineer, Teesta Monitoring & Evaluation Division, Teesta Administrative Building (Annex), Tinbatti, Siliguri.
6. The Executive Engineer, Teesta Barrage Division, Oodlabari, Jalpaiguri.
7. The Executive Engineer, Mahananda Link Canal Division, Teesta Sech Bhavan, Sevoke road, Siliguri.
8. The Executive Engineer, Teesta Irrigation Division, Assam More, Jalpaiguri.
9. The District Information & Cultural Officer, 'ART GALLERY' Hakimpara, P.O + Dist.- Jalpaiguri
10. The Sub-Divisional Officer, Teesta Barrage Sub- Division No-V/VI/VII
11. The Divisional Accounts Officer Grade - 1, Teesta Left Bank Division.
12. Estimating Section, Teesta Left Bank Division.
13. Office Notice Board.
14. Office File.

Sd/-
Executive Engineer
Teesta Left Bank Division
Oodlabari, Jalpaiguri