



**Government of West Bengal
Irrigation & Waterways Directorate
Office of the Sub-Divisional officer
Digha Irrigation Sub-Division.
Ramnagar :: Purba Medinipur :: 721441**

Memo no 207E

Dated 10-07-19

NOTICE INVITING QUOTATION NO.- 01/DISD OF 2019-20.

Sealed quotations are invited by the A.E./S.D.O., Digha (I) Sub-Division, Ramnagar from the intending resourceful bonafide agencies/Suppliers for the works as per attached list. The work will be for the period of 1 year which may be extended if any.

Name of the Work :- Monthly Upkeeping of Digha Inspection Bunglow including driver sheds at Old Digha in Block - Ramnagar-I, P.S.- Digha, Dist.- PurbaMedinipur.

Time schedule of quotation:-

- | | | |
|---|---|------------------------|
| 1) Last date & time of receiving application | : | 18/07/19 upto 4.00 pm |
| 2) Last date & time of collecting quotation paper | : | 19/07/19 upto 4.00 pm |
| 3) Last date & time of receiving quotation paper | : | 22/07/19 upto 3.00 pm |
| 4) Date & time of opening quotation | : | 22/07/19 after 4.00 pm |

Terms and Conditions:-

1. The contractor who have been delisted or debarred by any Government Department shall not be eligible in any way.
2. Valid upto date, self-attested photocopies of Income Tax return for latest assessment year, Upto date Professional Tax Deposit Challan, Pan Card, GSTIN registration Certificate/Provisional Certificate, Up-to-date Contractor License, issued by appropriate authority, Voter ID Card/ Adhar Card for self-identification to be accompanied with the Application seeking permission for participation in tender. Permission will be given after scrutinizing the said documents. It will be the binding on the intending bidder to produce the original papers, mentioned above, on demand of the Tender inviting authority, failing which his/ their bid will be liable for rejection at any stage, even after awarding of contract, if selected.
3. Rates shall be quoted both in figures and words, considering site condition from the date of issuance of work order after acceptance from competent authority.
4. All rates quoted are to be inclusive of all charges (e.g. G.S.T., S.T., I.T., Vat, Service Charges etc.)
5. Acceptance of the quotation will be done by the competent authority on the basis of lowest offered rate. The competent authority has reserved the right to except or reject any or all quotation without assigning any reason thereof.
6. Intending Quotationers must fully acquaint themselves with the site and requirements of the work before quoting their rates and take into consideration the difficulty likely to be involved, in the execution of work, climate condition availability of local materials, rates prevailing in the locality and all other relevant factors should be taken into consideration as no claim whatsoever will be entertained on any of these accounts afterwards.
7. Quotationers may meet the undersigned at his office on all office days up to 17/07/2019 between 11.00 A.M. to 3.00 P.M. for detailed information, nature and requirements of the work etc.
8. Quotation paper shall be issued to eligible intending agencies free of cost.
9. Successful Quotationers shall have to execute tender in duplicate/ triplicate copy of WB Form No. 2911/2911(i)/2911(ii)/2908 duly signed by him/them along with requisite earnest money @2.00% of the quoted amount in the shape of Bank Draft/Pay Order from any Nationalized Bank/ R.B.I. listed Bank, drawn in favour of the " Executive Engineer I&W. Dte., Contai Irrigation Division" within seven days from the date of issue of information of the acceptance of his / their quotation, failing which his/their quotation(s) are liable to be rejected.

10. This notice, rate quoted for the work in letter head, "Additional terms & conditions of contract and specification for works" in the schedule of works to form part of the contract.
11. 1% (one percent) cess shall be deducted from bills as per W.B. labour welfare rule along with G.S.T., S.T./VAT, I.T., and other deductions if any, as per Govt. rules in force.

Sd/-
10/07/19
Sub-Divisional Officer
Digha Irrigation Sub-Division
Ramnagar:: Purba Medinipur

Memo no 207^E/1(5) Dated 10-07-19

Copy forwarded for information & wide circulation to :-

- 1) The Executive Engineer, Contai Irrigation Division, Contai, Purba Medinipur.
The action taken from this end as per his kind verbal order may kindly be approved.
- 2) The Sub-Divisional Officer, Contai / Egra / Etamogra Irrigation Sub-Division under Contai (I) Division.
- 3) Notice Board of this office.

Sd/-
10/07/19
Sub-Divisional Officer
Digha Irrigation Sub-Division
Ramnagar :: Purba Medinipur

Quotation Papers for Notice Inviting Quotation No.- 01/DISD OF 2019-20.

Schedule for the Work :- Monthly Upkeeping of Digha Inspection Bunglow including driver sheds at Old Digha in Block - Ramnagar-I, P.S.- Digha, Dist.- Purba Medinipur.

Sl. No	Description of item	Quantity	Unit	Rate (Rs.)	Amount (Rs.)
1	Cleaning of toilets using Harpic, Phenyl etc. including cost of materials and supplying bathroom freshener (odonil), etc. complete as per instruction of Engineer in Charge.	20	nos.		
2	Sweeping, moping, dusting, cleaning etc. of floors, walls, doors, windows, window grills, railing, ceiling fans, furnitures etc. (for 20 nos. rooms, courtyard, roofs etc.) including cost of brooms and other necessary materials as per instruction of Engineer-in-Charge.			L.S.	
3	Washing & ironing (as necessary) of Bed Sheets, Bed Covers, Pillow covers, Blankets, furniture covers, table cloths, floormat, curtains etc. (for 20 nos. rooms) as per instruction of Engineer-in Charge.			L.S.	
4	Cleaning of drains (size 200x250 mm) around the building as per instruction of Engineer-in Charge.			L.S.	
5	Supplying of different materials as follows (standard make & ISI mark) as per instruction of Engineer-in-Charge.				
	a) Soap (small for Toilet)	300	Nos.		
	b) Soap (bath)-Dove	10	Nos.		
	c) Soap (bath)-Lux	225	Nos.		
	d) Liquid Hand Wash (215 ml)	20	Nos.		
	e) Bleaching Powder	10	kg		
	f) Room freshner (200 ml of standard quality)	3	nos.		
	g) Carbolic acid (100 ml)	3	Nos.		
	h) Hit (mosquito and cockroach repelant) red and black (500 ml)	3	Nos.		
	i) Good night/allout liquid including machine	18	Nos.		
6	Cleaning of water tank using of bleaching powder and other necessary materials as per instruction of Engineer-in-Charge.	8	nos.		
7	Cutting & maintenace of maxican grass including supply of necessary materials (fine sand, pesticides, organic manure etc.) as per Engineer-in-Charge. (two times in a month)	1248	sqm		

In words (Rupees) only per month.

I do hereby declare to execute the work as per the rate quoted above.

Signature of the Agency :

Address:

.....

.....

Phone No.:

Handwritten signature
10/07/19

Sub-Divisional Officer
Digha Irrigation Sub-Division
Ramnagar :: Purba Medinipur.