



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

Memo no 273E

Dated 13/10/2020

NOTICE INVITING QUOTATION NO.- 3/DISD OF 2020-2021

Sealed quotations in plain paper are hereby invited from the reliable bonafide outsiders for "Hiring of 20 (twenty) kVA Generator machine in monthly basis for the use of the Digha Irrigation Inspection Bungalow New Annex Building under Contai Irrigation Division." during load-shedding or crisis of power supplied by Electrical Department. Rate should be quoted with all terms and charged as mentioned below. The Generator may be generally used in every days during load-shedding and low-voltage due to power crisis.

The terms and conditions will be issued to the intending quotationers free of cost at any working day upto 3.00 p.m. after checking necessary papers which needs to be dropped in sealed cover. Quotation in plain paper with terms and conditions signed by the quotationers should reach this office by 2.00 P.M. of 10/11/2020. The same will be opened on 10/11/2020 at 3.00 P.M. in presence of attending quotationers if they present.


The Papers to be dropped with signature thereon by the quotationers :-

- i) Rate Quoted in plan papers.
- ii) PAN Card.
- iii) Voter Card / Adhar Card.
- iv) Terms & Condition.

The following terms and conditions must be applicable :-

1. The Generator machine (20 kVA) must be in good running condition.
2. The operator of the said Generator will be maintained by the owner at his own cost and responsibility and oil & fuel which will be required for machine will be supplied by the owner at his own cost and all the repairs and maintenance will have to be arranged by the owner at his own cost.
3. All the charges for the Generator connection such as required wire etc will be supplied by the owner at his own cost.
4. The machine will have to be kept beyond 30 mtrs. From the office building to relieve from sound pollution at his own cost and risk and responsibility.
5. The Generator should be used during load-shedding of power and low-voltage i.e. (in sufficient of light) without making any extra cost.


6. Day to day log-Book shall have to be maintained and to be signed by the operator as well as by the office using the machine. In case of any dispute, officers' record in this regard will be final and binding to the owner of the Generator.
7. If the Generator fails for duty for any reason an alternative arrangement will be made by the owner within 24 (Twenty-four) hours at his own cost. Otherwise this office will be bound to make alternative arrangement and the cost of the same will be deducted from his bill as usual.
8. Operator must stay at office in the duty hours and should be alert to perform his duty during load-shedding and low-voltage i.e. in sufficient of light etc.
9. If necessary, the Generator may be used beyond duty hours & Holidays for which no extra cost will be paid.
10. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.


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

Memo no 273 E/1(6) Dated 13/10/2020

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.**


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