



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

**Notice inviting Quotation No. 11 of D.C. Hd. Qtr. Sub-Division/2021-22.**

Offline sealed quotations are hereby invited by the undersigned from bonafide Garage owner, having valid Trade License, ITR, PT, GST registration etc. as per Govt. rules, in their company letter head addressed to the undersigned for the work, :- **"Maintenance & Repairing of Vehicle No. WB02X-0009 including supplying Fitting & Fixing of necessary spare parts"** as per "Schedule of Items" attached with this notice.

The Quoted rate / amount should be inclusive of all taxes including GST and to be written both in figures and in words.

Quotation papers duly signed in all pages in sealed envelope indicating NIQ No. and Name of agency on it have to be dropped in the Tender Box of this office.

Submission of Quotation by post is not allowed.

Before offering quotations, the intending quotationer should thoroughly inspect and satisfy himself with site and market conditions related to the proposed work.

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.

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. 2911 prior to issue of the work order.

The successful quotationer will have to start the work within the stipulated time to be mentioned in the work order.

The evolution of L1 quotationer will be based Primarily on the lowest item rates and no conditional quotation will be entertained.

Time schedule for application, issue, received and opening of Quotations

1) Last Date & Time of receiving application : **12/08/2021 upto 16.00 Hrs.**

2) Last Date & Time of issuing quotation paper : **16/08/2021 upto 16.00 Hrs.**

3) Last Date & Time of receiving quotation : **18/08/2021 upto 14.00 Hrs.,**

4) Date & Time of opening quotation : **18/08/2021 At 14.30 Hrs.,**

**(In presence of the Quotationers willing to be present during opening of such quotation papers.)**

Additional terms and conditions of the NIQ ( in addition to that detailed in the Form No. 2911 will also be applicable).

1. All works must be done with prior intimation for supervision in presence of our representative
2. All spare parts to be supplied should be new, in manufacturer's sealed pack and date of manufacture should be visible and should carry manufacturer's warranty also.
3. Old spare parts must to be returned to the departmental godown.
4. Time allowed for completion of the work is 30 (Thirty) days from the date of issue of the work order.
5. Conditional Quotation shall be treated as invalid
6. Payment will be made only after completion of the work as per availability of respective fund.

Sub-Divisional Officer  
Damodar Canal Head Qtr. Sub-Division  
Kanainatsal, Purba Bardhaman.

Sl.No.	Description of Items	Qty.	Unit	Rate (Rs.) Per Month	Amount (Rs.)
1	Full Body repairing by cutting, adding welding grinding as required	1	Job		
2	All Body Painting with 2K Computer Paintings (White) with all materials	1	Job		
3	Supplying, fitting and fixing A.C Compressor and Blower condenser and full Gas charging (Sandon)	1	Job		
4	Supplying, fitting & fixing front Both side break Pad (TVS)	1	Job		
5	Supplying, fitting & fixing Rear Wheel Break shoe with Iron (TVS)	1	Job		
6	Engine Mobil Change(7 lit.) (Brand :Castrol)	1	Job		
7	Gear oil (2 lit.) (Brand :Castrol) and deferential oil (2 lit.) (Brand : Castrol) change	1	Job		
8	Supplying, fitting & fixing filter for Mobil , diesel and Air (M/M)	1	Job		
9	Supplying, fitting & fixing foam Rexene cover including all seats repair	1	Job		
10	Supplying, fitting & fixing cloth cover (White)	1	Job		
11	Supplying, fitting & fixing Big size Horn (4 inch )(Roots)	2	Nos.		
12	Supplying, fitting & fixing Back Gear light (Hilux)	2	Nos.		
13	Radiator servicing and Cleaning including all materials	1	Job		
14	repairing of Electric wiring including supply of required materials	1	Job		
15	Supplying, fitting & fixing Fog Light (Lumax)	3	Nos.		
16	Coolant change (2 lit.) (Brand :Castrol)	1	Job		
17	Supplying, fitting & fixing Engine Belt & Bearing (M/M)	1	Job		
18	Supplying, fitting & fixing Wheel Cap (1 set of 4 nos.)(M/M)	1	Job		
19	Wheel Alignment checking and wheel Balancing	5	Nos.		
20	Supplying, fitting & fixing Battery 80 amp 12 V. (Exide)	1	No.		

**Memo No. 505 (15) Dated: - 06/08/2021**

**Copy forwarded for information and circulation to:-**

1. Superintending Engineer, Damodar Irrigation Circle, Kanainatsal, PURBA BARDHAMAN
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, PURBA BARDHAMAN.
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)

**Sub-Divisional Officer  
D.C. HD. Qr. Sub-Division  
Kanainatsal, Purba Bardhaman**