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Government of West Bengal  
Irrigation & Waterways Directorate  
Office of the Executive Engineer  
Mechanical & Electrical Division, Midnapore  
Khasjungle, P.O-Abas, District- Paschim medinipur  
E-mail: [ee.midmched-wb@wbiwd.gov.in](mailto:ee.midmched-wb@wbiwd.gov.in), [medm.midnapur@gmail.com](mailto:medm.midnapur@gmail.com)

Memo No. 254 /1Q-1

Dated: 16.12.2021

**NOTICE INVITING QUOTATION NO: WBIW/EE/MEDM/N.I.Q-04/2021-22.**

01. Sealed quotation in prescribed proforma are hereby invited by Executive Engineer, Mechanical & Electrical Division, Midnapore, Khasjungle, P.O-Abas, District- Paschim medinipur in company's letter head from the Manufacturer/ Authorized dealer having sufficient experience for the work of **"Supply of different type of Office Furniture like Steel Almirah, wooden Table and Chair in the office of Executive Engineer, Mechanical & Electrical Division Midnapore., Khasjungle, P.O-Abas, District- Paschim Medinipur"**

02. The intending quotationers should submit their quotation to the Executive Engineer, Mechanical & Electrical Division, Midnapore, Khasjungle, P.O-Abas, District- Paschim medinipur up to 1:00 P.M. on or before **05.01.2022** and the same will be opened on **05.01.2022 at 2:00 P.M.** in the office of the under signed in the presence of the participants who like to be present at that time.

03. Intending quotationers should submit their quotation in the prescribed format which is available from the office of the undersigned as well as from the departmental website ([www.wbiwd.gov.in](http://www.wbiwd.gov.in)) and in their respective letter head enclosing self attested copies of the following documents, originals of which and other documents like Registered partnership (for partnership firms) etc. are to be produced on demand.

**i) Professional tax enrollment certificate ii) PT clearance certificates iii) GSTIN iv) Trade registration certificate v) PAN vi) latest IT return**

**Note: Above documents should be valid at least up to the date of opening of the quotation. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.**

04. Quotation will be liable to rejection if names of the makes & full specification are not given. The acceptance of the quotation will be made by the Executive Engineer, Mechanical & Electrical Division, Midnapore, Khasjungle, P.O-Abas, District- Paschim medinipur, who does not bind himself to accept the lowest quotation and reserves to himself the authority to reject any or all of the quotations received if any discrepancy is found and in case of equal rate quoted by more than one quotationers for the same work a bid call will be invited after opening.

05. The intending quotationers should thoroughly acquaints himself with the proposed work and all other relevant factors should be taken into consideration before quoting rates as no claims whatsoever will be entertained after words.

06. Work should be completed within 30 days from the date of issuance of work order.

07. TDS on GST and IT will be deducted from the bill to be paid by the contractors as per rule.

08. Cess @ 1% will be deducted from the bills to be paid to the contractors under the Building and construction works welfare cess Rule'2004

09. All goods supplied will be subjected to our approval and is liable to rejection if found below specification and such rejection will be made at the cost and risk of the quotation for which no claim will be entertained.

10. If packing & forwarding and all other incidental charges are claimed extra, the rate thereof should be quoted in the original quotation otherwise such claims is liable to rejection.

11. No payment will be made against proforma invoice, Payment of works will be made subject to availability of fund and 90% of payment will be made after satisfactory completion of work i.e satisfactory operation of materials rest 10% of payment will be deducted as security money and will be released after guarantee period.

**Encl: Schedule of work**

  
Executive Engineer

Mechanical & Electrical Division, Midnapore  
Khasjungle, P.O-Abas, District- Paschim medinipur

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**Memo No. : 254/6/1Q-1**

**Dated: 16.12.2021**

Copy submitted for favour of kind information to the :-

- i) Superintending Engineer, South-West Mechanical & Electrical Circle, Irrigation & Waterways Directorate, Govt. Of West Bengal, New DVC Colony, Durgapur-2, Paschim Bardhaman.
- ii) Superintending Engineer, Western Circle-II, Irrigation & Waterways Directorate, Sekhpura, Midnapore, Paschim Medinipur
- iii) Superintending Engineer, Kangsabati Circle-II, Irrigation & Waterways Directorate, Khasjungle, P.O-Abas, District- Paschim medinipur
- iv) Executive Engineer, Kangsabati Canal Division No-IV, Midnapore , Paschim Medinipur.
- v) Executive Engineer, Kangsabati Mechanical Division, Khatra, Bankura.
- vi) Executive Engineer, West Midnapore Irrigation Division, Midnapore , Paschim Medinipur.

*16/12/21*  
Executive Engineer

Mechanical & Electrical Division, Midnapore  
Khasjungle, P.O-Abas, District- Paschim medinipur

**Memo No. : 254/6/4/1Q-1**

**Dated: 16.12.2021**

Copy forwarded for information and necessary action to the:

- i) Assistant Engineer-I/II attached to this office
- ii) Divisional Accountant, Mechanical & Electrical Division, Midnapore.
- iii) Notice Board of this office
- iv) Official website of I&W Dept. i.e. [www.wbiwd.gov.in](http://www.wbiwd.gov.in).

*16/12/21*  
Executive Engineer

Mechanical & Electrical Division, Midnapore  
Khasjungle, P.O-Abas, District- Paschim medinipur



[Enclosure to N.I.Q No. WBIW/EE/MEDM/N.I.Q-04/2021-22 of Executive Engineer, Mechanical & Electrical Division, Midnapore, Khasjungle, P.O-Abas, District- Paschim Medinipur, circulated vide This office No. 254/1Q-1 Dated: 16.12.2021]

### Schedule of work

Name of work: "Supply of different type of Office Furniture like Steel Almirah, wooden Table and Chair in the office of Executive Engineer, Mechanical & Electrical Division Midnapore., Khasjungle, P.O-Abas, District- Paschim Medinipur"

Sl. No.	Description of work	Qty.	unit	Rate	Amount
1.	Supply of Steel almirah (Size-78" x 34" x 17" with inside locker) as per drawing and direction	02 Nos.	Each.		
2.	Supply of wooden office table (Size-4' x 3' x 2.5', Sunmika pasted and comprising of drawer, box with palla alongwith lock & keys) as per drawing and direction.	02 Nos	Each		
3.	Supply of wooden office Chair with arm handle (as per sample).	02 Nos	Each		

Total

In words (.....)

*16/12/21*  
Executive Engineer  
Mechanical & Electrical Division, Midnapore  
Khasjungle, P.O-Abas, District- Paschim medinipur