



GOVERNMENT OF WEST BENGAL
Irrigation & Waterways Directorate,
Office of the Sub-Divisional Officer,
Sub-Division No. - II
RIVER RESEARCH INSTITUTE, WEST BENGAL.
Haringhata Central Laboratory,
P.O.-Mohanpur, Dist.-Nadia.

NOTICE INVITING QUOTATION

N.I.Q. No- 02/SDO-II/RRI/HCL of 2023-24 dt.05.09.2023

Memo No.203

Date: 05.09.2023

Sealed quotations for the work Collection of rate for "Improvement of general ambience of RRI Office, Colony, Inspection Bungalow, Field Hostels by cleaning & sweeping along with clearance of weeds, jungles, grasses, shrubs and other garbage etc. of indoor/outdoor areas, open or underground drain and dispose it, including maintenance of hedge & upkeeping of garden within the RRI campus, Mohanpur, Nadia I & W Directorate, Govt. of West Bengal for the year 2023-2024". as per Annexed proforma are invited by the SDO-II, RRI, HCL, as instructed by higher authority from reliable resourceful Bonafide agencies. Intending quotationers may have prescribed forms, notice & other particulars for the above works from the office of the undersigned as per the following schedule.

Sl.No.	Particulars	Date	Time
1.	Last date & time for submission of prayer for issue of quotation paper	13.09.2023	Up to 16.00Hrs.
2.	Date of issue of quotation papers	14.09.2023	Up to 16.00 Hrs.
3.	Last date of receiving quotation papers	15.09.2023	Up to 15.00 Hrs.
4.	Date and time for opening quotation	15.09.2023	At 15:30 Hrs.

Terms and Conditions:

1. All quotationers will submit their quotations in printed schedule attached.
2. The intending quotationer must quote the rate clearly both in words & figures.
3. Intending quotationers should apply for quotation papers in their respective letter heads enclosing self attested copies of the documents.
4. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
5. The rate should be excluding GST but including other charges complete like EPF, ESI & Bonus etc.as applicable.
6. The quotationer may remain present at the time of the opening of the quotation.
7. The rates have been collected for the preparation of estimate only.
8. The quotationers are requested to submit all the requisite documents such as Valid 15 digit Good & Service Tax payer Identification Number (GSTIN), Trade Licence, PAN card, EPF, ESI Registration certificate Etc. at the time of submission of the application.
9. No conditional Offer/Proposal shall be accepted and deemed as informal.

Enclose. – Proforma for quoting rates - One copy.

[Signature]
Sub-Divisional Officer-II
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal
05.09.2023

Memo No. 203/1(5)

Date:05.09.2023

Copy for information to the:

1. The Director, River Research Institute, Haringhata Central Laboratory, Mohonpur, Nadia-741246.
2. The Executive Engineer (S.D.P.), R.R.I., H.C.L., Mohonpur,
3. Divisional Accountant, R.R.I., H.C.L., Mohonpur, Nadia.
4. Divisional Estimator, R.R.I., H.C.L., Mohonpur, Nadia.
5. Notice Board, R.R.I., HCL.

Sub-Divisional Officer-II
River Research Institute,
HCL, Mohonpur, Nadia
Govt. of West Bengal

05.09.2023

Handwritten signature or initials



GOVERNMENT OF WEST BENGAL

Irrigation & Waterways Directorate,
Office of the Sub Divisional Officer
Sub Division II

Sunderban Delta Project

RIVER RESEARCH INSTITUTE, WEST BENGAL.

Haringhata Central Laboratory,
P.O.-Mohanpur, Dist.-Nadia, PIN- 741246.


PROFORMA FOR QUOTING RATE

N.I.Q. No- 02/SDO-II/RRI/HCL of 2023-2024 dt.05.09.2023.

Name of Work: Collection of rates for “Improvement of general ambience of RRI Office, Colony, Inspection Bungalow, Field Hostels by cleaning & sweeping along with clearance of weeds, jungles, grasses, shrubs and other garbage etc. of indoor/outdoor areas , open or underground drain and dispose it , including maintenance of hedge & upkeeping of garden within the RRI campus, Mohanpur, Nadia I & W Directorate , Govt. of West Bengal for the year 2023-2024”.

Sl. No.	Description of Item	Approx. Qty	Unit	Amount in Rs. Per Unit Sq.M (Excluding GST) (Figures)	Amount in Rs. Per Unit Sq.M (Excluding GST) (Words)
1	Cleaning, sweeping and upkeeping the indoor area of RRI office building (Water Closet, Toilet, All kind of Furniture, Computer & its Peripherals etc.) including all Labs & Models, Bungalow and Field Hostels etc. including consumable materials viz. Harpic or other similar type of cleaner, Phenyl , Muriatic acid, carbolic acid , Liquid soaps , Colin or similar type of glass cleaner, Naphthalene, Bleaching powder, Room Freshener , Air pockets, Liquid hand wash and other required tools like Broom, brush, dusters, and other cleaning devices etc. as require for cleaning & sweeping for one year as per direction of the E.I.C	5020	Sq.M		

2	Cleaning and maintaining the outdoor area of RRI office premises, Colony campus, Bungalow, Field Hostel by cutting, uprooting, and cleaning of weeds, jungles, grasses, shrubs and other garbage etc. from outdoor areas including road side area, open or underground drain and dispose it to the nearest vats, including maintenance of hedge & upkeeping of garden for one year within the RRI campus as per direction of the E.I.C.	85532	Sq.M		
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Sub -Divisional Officer,
Sub-Division No.-II,
River Research Institute,
HCL, Mohanpur, Nadia.

Signature of the Quotationer with seal