



Govt. of West Bengal

Office of the Sub-Divisional Officer

Urban Drainage Sub-Division No-III, Irrigation & Waterways Dte., Khardah, Kolkata 700116.

Phone : 033-25630610, e-mail: sdo.udsd3@gmail.com

Memo No : **321**

Dated : **12-10-2023**

NOTICE INVITING QUOTATION NO : 2/NIQ/UDSD-III/IWD of 2023 -24

Sealed quotations in company's letter head are hereby invited by the Sub-Divisional Officer, Urban Drainage Sub-Division No-III, Irrigation & Waterways Dte., on behalf of the Governor of West Bengal, for the works as per list and time schedule attached herewith, from the bonafied agencies having experience in similar nature of job for offering rates only on the prescribed proforma attached with this NIQ and in compliance with all the terms and conditions, detailed herein under.

The Quotation will be received in the tender box kept in the chamber of the Sub-Divisional Officer, Urban Drainage Sub-Division No-III, Irrigation & Waterways Dte., Khardah, Kolkata 700116. , in the specified Date & Time mentioned below and will be opened by him or in his absence by such other officers as may be empowered by him in person on specified Date & Time mentioned below presence of Quotationers who may choose to attend.

Name of the Work: " *Topographical and hydrological survey by Total Station for proposed new bridge at Uttar Natagarh and for augmentation of pumping capacity at Outfall suice near Ch 750 M & Ch 4080M respectively of Khardah Khal under Panihati & Khardah & Titagarh Municipalities, P.S. Khardah & Ghola , District : North 24 Paraganas "*

Time allowed for completion of the work : **10 (Ten) Days**

1. **Date & time limit for submission of quotations** : **2-Nov-2023 upto 2:00 p.m.**
2. **Date & time of opening of quotations** : **2-Nov-2023 at 3:30 p.m.**

Terms and Conditions

*****The interested agencies are requested to go through the following terms and conditions carefully before quoting their rates.*****

1. The rates shall be quoted both in figures & in words & shall be inclusive of all taxes includig GST & no extra rate will be entertained at any later stages.
2. The acceptance of the quotation is subject to approval of rate by the **Superintending Engineer, Metropolitan Drainage Circle, Irrigation and Waterways Directorate, Government of West Bengal**, who does not bind himself to accept the lowest quotation and reserves the right to reject any or all quotations received without assigning any reason.
3. Submission of Quotation by Post/Speed Post/ courier service is not allowed.
4. The quotation documents & other relevant particulars (if any) may be seen by the intending quotationers or by their duly authorized representatives during office hours between 11.00 AM and 4.00 PM on every working day, till 02-11-2023 in Office of the undersigned
5. Quotation Documents must be accompanied by the attested copies of the qualifying documents as stated above along with valid Income Tax ,PAN,P.Tax ,GST, Trade License etc issued by the appropriate authorities.
6. Prescribed format for submitting Quotation is enclosed herewith in Annex-I. Quotation in any format other than the specified will be liable to be rejected.
7. No conditional/incomplete rate will be accepted under any circumstances and such quotations shalli summarily be rejected.

- 8 . The successful quotationers will have to deposit an earnest money @ 2 (two) % of the quoted amount in the form of a Demand Draft / Pay Order of any nationalized bank and in favour of Executive Engineer, Urban Drainage Division payable at Kolkata / North 24 Paraganas .
- 9 . The Successful quotationers will have to execute contract in WBF No. 2911 in two copies & one no. in plain papers along with other documents within Seven (7) days from the date of letter of acceptance/work order.

The above list is only indicative and not exhaustive.

Handwritten signature in blue ink, with the date 12/10/2023 written below it.

**Sub-Divisional Officer
Urban Drainage Sub-Division No-III
Khardah, Kolkata-700116**

Memo No: 321/1 (5)

Date: 12-10-2023

Copy Submitted / forwarded for information and necessary action to :

- 1 . The Superintending Engineer, Metropolitan Drainage Circle, 2nd Floor, Jalsampad Bhawan, Saltlake, Kolkata
- 2 . The Executive Engineer, Urban Drainage Division, 4th Floor, Jalsampad Bhawan, Saltlake, Kolkata 700091.
- 3 - 4 . The Sub-Divisional Officers: Urban Drainage Sub – Division No. I/ II
- 5 . Notice Board of this Office.

Handwritten signature in blue ink, with the date 12/10/2023 written below it.

**Sub-Divisional Officer
Urban Drainage Sub-Division No-III
Khardah, Kolkata-700116**

Annexure-I

Schedule of Items for the of Work : " Topographical and hydrological survey by Total Station for proposed new bridge at Uttar Natagarh and for augmentation of pumping capacity at Outfall sluice near Ch 750 M & Ch 4080M respectively of Khardah Khal under Panihati & Khardah & Titagarh Municipalities, P.S. Khardah & Ghola , District : North 24 Paraganas "

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Sl No.	Description of Item	QTY.	Unit	Rate in Rs		Amount in Rs	
				In figures	In words	In figures	In words
1	Detailed Topographical and hydrological survey by Total Station for Bridge including tentative alignment, substructure locations and both sides approach roads with structures (temporary or permanent) upto 150 m including l/s & c/s of approach roads @ 10m apart and Cross sections of khal on both u/s & d/s of bridge location @ 10m,40m, 70m & 100m or as per the direction of Engineer-In-Charge.	1	L.S.				
1	Topographical survey of outfall sluice including adjacent pump house showing various existing structures and boundaries thereof upto 50 mtrs on both u/s and d/s side of khal and as per the direction of Engineering-in-charge.	1	L.S.				
3	Submission of survey drawings both in soft copy as well as 6 (six) sets of Hard copies clearly showing plan, elevations and sections in suitable scale as per the satisfaction of Engineer in Charge.	2	Nos				
TOTAL							



Sub-Divisional Officer
Urban Drainage Sub-Division No-III
Khardah, Kolkata 700116

Annexure 2

(Format for Application in Company's Letter Head /Pad)

To
The Sub-Divisional Officer
Urban Drainage Sub-Division No-III
Khardah, kolkata 700116

Subject : Submission of Quotation Rate for the work : " Topographical and hydrological survey by Total Station for proposed new bridge at Uttar Natagarh and for augmentation of pumping capacity at Outfall suice near Ch 750 M & Ch 4080M respecively of Khardah Khal under Panihati & Khardah & Titagarh Municipalities, P.S. Khardah & Ghola , District : North 24 Paraganas "

Ref : NOTICE INVITING QUOTATION NO : 2/NIQ/UDSD-III/IWD of 2023 -24

Sir,

With reference to above I / We hereby agree to do the above mentioned work as per the quoted rate attached herewith in the prescribed format. The Rates mentioned here are inclusive of all the taxes. We also agree to abide by all the terms and conditions laid down in the Notice inviting quotation under reference.

Yours faithfully

(Signature with Seal)