



GOVERNMENT OF WEST BENGAL
Irrigation & Waterways Directorate,
Office of the Director,
River Research Sub Division No-II
RIVER RESEARCH INSTITUTE, WEST BENGAL.
Haringhata Central Laboratory,
P.O.–Mohanpur, Dist.–Nadia, PIN- 741246.

NOTICE INVITING QUOTATION

N.I.Q. No- 02/SDO-II/RRR/HCL of 2024-25 dt. 06.11.2024

Memo No. 267

Date: 06.11.2024

Sealed Quotation in plain paper in the prescribed proforma are hereby invited by the Sub Divisional Officer, Sub Division No-II, River Research Institute, Mohanpur, Nadia from the bonafide and resourceful owners / suppliers /willing bonafide agencies / outsiders according to the enclosed terms & conditions and Schedule of Rate for the works.

On behalf of the Governor of West Bengal for the works/supply as per list attached herewith from the Bonafide Outsiders having credential of similar nature of work/supply.

Before submitting quotation, the quotationers are to satisfy themselves of the terms & conditions, specification etc. and accordingly a certificate should also be furnished at the end of the Quotation that, "I/We hereby declare to abide by all the terms & condition, specification etc. as laid down in the notice."

NAME OF THE WORK: -

1. **"Supply of different type of materials for soil mechanics lab. of the campus of River Research Institute, Mohanpur, Nadia, I & W Dte., Govt. of West Bengal during the year 2024-2025".**
2. **"Packing and moving service from Salt Lake 9th floor (Jalasampad Bhawan) to Haringhata 2nd floor, of River Research Institute, Mohanpur, Nadia, I & W Dte., Govt. of West Bengal during the year 2024-2025".**

IMPORTANT DATES & TIMES:

Sl.No.	Particulars	Date	Time
1.	Date of publication	11.11.2024	Up to 15.00Hrs.
1.	Last date & time for submission of prayer for issue of quotation paper	21.11.2024	Up to 15.00Hrs.
2.	Last Date of issue of quotation papers	21.11.2024	Up to 15.00 Hrs.
3.	Last date of receiving quotation papers	21.11.2024	Up to 16.00 Hrs.
4.	Date and time for opening quotation	22.11.2024	At 15:30 Hrs.

Terms and Conditions:

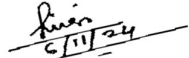
1. Separate quotation should be submitted for work/supply, as per attached list, in sealed cover super scribing the name of the work on the envelope and addressed to the Sub Divisional Officer, R.R Sub Division No-II, River Research Institute, Irrigation & Waterways Dte., Nadia.
2. Submission of quotation by post is not allowed.
3. All quotationers will submit their quotations in printed schedule attached with signature.
4. The Bidder should quote the rate clearly both in figures and in words for each item but evaluation will be done on a whole basis (Total Value). Any bidder containing over writing is liable to be rejected. All corrections are to be attested under the dated signature of the Bidders.
5. The Bidders will have to, if so desired by the Quotation Accepting Authority, submit his analysis to justify the rate quoted by him.
6. Any letter or other instrument submitted separately in modification of the sealed quotation may not be entertained.
7. Intending quotationers should apply for quotation papers in their respective letter heads enclosing self-attested copies of the documents, originals of which and other documents are to be produced on demand. Sealed Quotation paper should be dropped in the Bidder Box at the Sub Divisional Office chamber, R.R Sub Division No-II, RRI, Nadia.
8. The Bidders who will sign on behalf of a Company or Firm must produce the registered documents (within 3 days from the date of opening the quotation) in support of his competency to enter into an Agreement on behalf of the Company or the firm under the Indian Partnership Act, failing which the Bidder will not be considered and the deposited Earnest Money will be forfeited.
9. Quotation paper can be taken from the office of the Sub Divisional Officer, R.R. Sub Division No-II, RRI, Nadia, within the specified date and time as per attached list by the intending bidders or by their duly authorized representatives.
 - a. No Quotation paper will be issued by post.
 - b. No quotation paper will be issued on the date of opening of bidders after expiry of date and time mentioned in the notice.
10. The undersigned reserves the right to accept or reject any or all the quotations without assigning any reason whatsoever.
11. The rate should be inclusive all taxes, installation & also delivery charges including fitting & fixing proper position wherever applicable.
12. Any material not up to standard quality & satisfaction shall be replaced.
13. The rate should be including GST and other charges complete.

14. **Earnest money Deposit (EMD)@2.0 (Two Point Zero) %** of the Quoted rate must be submitted at the time of submission of quotation, in the form of Bank Draft (BD) / Bankers Cheque (BC) / Deposit Call Receipt (DCR) of any scheduled Commercial Bank in India approved by RBI & having a branch in West Bengal which is to be drawn in favour of **The Executive Engineer (SDP), Sundarban Delta Project Division, I&W Dte., Govt. Of WB, payable at Nadia. Payment in any other forms viz. NSC, KVP, cheques etc. will not be accepted. Labour Co-operative Societies and State Government Enterprises viz. Mackintosh Burn Limited, Westinghouse Saxby Farmer Limited and Britannia Engineering Limited etc. are fully exempted from payment of EMD.** Exemption order in favor of Societies/ Enterprises/ Limited etc. will be enclosed hereunder.
15. The quotation will be opened, as specified in the list of works, in presence of the participating Bidders or their duly authorized representatives, who may be present at the time of opening. The successful bidders will have to execute the duplicate copies of his agreement paper which will have to be obtained free of cost in the Sub-Divisional section, River Research Sub-Division No-II within 7 (Seven) days from the date of receipt of the intimation of acceptance of his bidding, failing which the Earnest Money shall forthwith stand forfeited in favour of the Government and the communication of acceptance of the bidder shall automatically stand cancelled. The lowest quotationer shall have to execute a formal agreement within 7 working days from the date receipt of work order.
16. The intending bidder must have trade License, otherwise his application will be rejected and must enclose copy of trade License with application. The intending bidder should apply for quotation papers in their respective 'Letter Heads' 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, as well as during interview (if any).
 - I. Professional Tax Challan, latest authenticated Income Tax Return for current financial year or immediate preceding financial year, PAN Card, Goods and Service Tax (GST) Registration Certificate, Proprietorship Firms (Trade License), Partnership Firms (Partnership Deed, Trade License, Form-VIII or Memorandum of Registration), Limited Companies (Incorporation Certificate, Trade License, Memorandum of Articles), Registered Co-Operative Societies (Society Registration Certificate from ARCS of the state, latest available Auditor's Report of Directorate of Co- operative Audit within proceeding five years as per Societies Act & Rules., Trade License and By-Laws, Documents showing latest office bearers) valid up to the date of opening of the bidders. Application for such clearance addressed to the competent authority, subject to production of authenticated receipt, may also be considered.
 - II. Declaration by the applicant to the effect that there is no other application for Quotation paper for work in this NIQ in which he/she/they has/have common interest. Failure to produce any of the above documents may be considered good and sufficient reason for non-issuance of bidder paper.
17. No conditional Offer/Proposal shall be accepted and deemed as informal.
18. After acceptance of quotation the quotationers has to execute a formal agreement in proper W.B Form no. of the Department.

19. The supplier can apply only for one of the works listed above and quote their rates on the basis of above terms and conditions. No new terms and conditions will be entertained from the supplier. They also have to mention the serial no. of the work on the sealed envelope before dropping in the box.
20. The successful Bidders will have to abide by the provision of the West Bengal Contract Labour (Regulation and Abolition) Rules, 1970 and such other Acts as may be applicable, as will be in force from time to time.
21. Inviting authority may verify the competency, capacity and financial stability of the intending Bidder(s) the Bidder Paper issuing Authority may demand production of any necessary document(s) as it may deem necessary.
22. If any Bidder withdraws his quotation before its acceptance or refuses/ fails to convert it into a contract within a reasonable time, without giving any satisfactory explanation for such withdrawal/refusal/failure, he shall be disqualified for submitting any Bidder in this Division/Circle for a minimum period of one year and his case will be referred to the Government for order as to what further action will be taken against him.
23. In case of tie bid Memorandum, No-2320-F(Y) Dated: -7th June, 2022 of Finance Department, Government of West Bengal shall be applicable.
24. Any suppression / misrepresentation of fact will automatically debar the applicant from participating in any bidder under the Division / Circle for at least 3 (three) years from the date of detection, in addition to such other panel action as the Government may deem proper.
25. Intending bidders not satisfied with the decision of the Quotation paper issuing authority may prefer an appeal to the next superior officer. Concerned Chief Engineer will be the appellate authority for high value bidders. Necessary communication regarding his appeal to the appellate authority must be brought to the notice of such authority within two working days after the date of issue of Quotation paper and copy of such communication should be submitted to the quotation paper issuing authority within the same period, failing which no such appeal will be entertained.
26. GST, Royalty, Building & other Construction Workers' Cess and all other statutory levy/ Cess etc. will have to be borne by the Contractor (he will have to produce necessary documentary evidence of his having done so at the time of receiving the final payment for the work). It may further be noted that if Valid GST Identification number (GSTIN) document under the relevant GST Acts & Rules of State Govt. is produced before receiving payments per present norms, or as may be prescribed by the Finance Department time to time. The Quotation Accepting Authority does not bind himself to accept the lowest bidder and reserves the right to reject any or all of the bidders received, without assigning any reason whatsoever to the intending bidders.
27. The payment of R/A as well as Final Bill for any work will be made according to the availability of fund and no claim to delay in payment will be entertained.
28. As per G.O. No. 1627(8)/IA dated 26th November 2001 of Irrigation & Waterways Department, Government of West Bengal, Clause 25 of Bidder Form No. 2911 stands deleted in respect of contract of value less than Rs. 100.00 lakh.

29. Conditional Bidder, which does not fulfil any of the above conditions, and is incomplete in any respect, is liable to summary rejection.
30. In case of violation of the above terms and conditions the quotation will be liable to be rejected.
31. All other normal terms and conditions of standard N.I.Q. will also be applicable

Enclose. – Proforma for quoting rates - One copy.

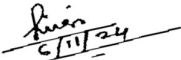

Sub-Divisional Officer-II
River Research Institute,
HCL, Mohanpur, Nadia
Govt. of West Bengal

Memo No. 267/1/(6)

Date: 06.11.2024

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. The SDO, Sub Division No-I, H.C.L., Mohonpur, Nadia.
4. Divisional Accountant, R.R.I., H.C.L., Mohonpur, Nadia.
5. Divisional Estimator, R.R.I., H.C.L., Mohonpur, Nadia.
6. Notice Board, R.R.I., HCL.


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



GOVERNMENT OF WEST BENGAL

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

RIVER RESEARCH INSTITUTE, WEST BENGAL.

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

PROFORMA FOR QUOTING RATE

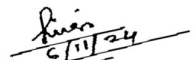
N.I.Q. No- 02 /SDO-II/RRI/HCL of 2024-25 dt. 05.11.2024(SL.NO.1)

Name of Work: "Supply of different type of materials for soil mechanics lab. Of the campus of River Research Institute, Mohanpur, Nadia, I & W Dte., Govt. of West Bengal during the year 2024-2025".

Sl. No.	Description of Item	Qty.	Unit	Amount per unit in Rs. (Including GST & Cess) (Figures/words)	Total Amount in Rs. (Including GST & Cess) (Figures/words)
1.	SIVE 20CM BRUSH 4.7MM	1	Each		
2.	SIVE 20CM BRUSH 2.36MM	1	Each		
3.	SIVE 20CM BRUSH 2.00MM	1	Each		
4.	SIVE 20CM BRUSH 2.18MM	1	Each		
5.	SIVE 20CM BRUSH 0.600MM	1	Each		
6.	SIVE 20CM BRUSH 0.425MM	1	Each		
7.	SIVE 20CM BRUSH 2.18MM	1	Each		
8.	SIVE 20CM BRUSH 2.18MM	1	Each		

10.	SIVE 20CM BRUSH 0.125MM	1	Each		
11.	SIVE 20CM BRUSH 0.075MM	1	Each		
12	DISTILATION UNIT COMPLETE SET BOROSIL 4LIT CAPACITY	1	Each		

Signature of the Quotationer with seal


Sub -Divisional Officer,
Sub-Division No.-II,
River Research Institute,
HCL, Mohanpur, Nadia.



GOVERNMENT OF WEST BENGAL

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

RIVER RESEARCH INSTITUTE, WEST BENGAL.

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

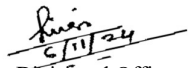
PROFORMA FOR QUOTING RATE

N.I.Q. No- 02 /SDO-II/RRI/HCL of 2024-25 dt. 05.11.2024 (SL.NO.2)

Name of Work: "Packing and moving service from Salt Lake 9th floor (Jalasampad Bhawan) to Haringhata 2nd floor, of River Research Institute, Mohanpur, Nadia, I & W Dte., Govt. of West Bengal during the year 2024-2025".

Sl. No.	Description of Item	Qty.	Unit	Amount per unit in Rs. (Including GST & Cess) (Figures/words)	Total Amount in Rs. (Including GST & Cess) (Figures/words)
1.	STEEL ALMIRAH	10	Each		
2.	WOODEN ALMIRAH	02	Each		
3.	STUDY TABLE	01	Each		
4.	STEEL IRON CHEST DRAWER	01	Each		
5.	CARTOONS OF FILES	45	Each		

Signature of the Quotationer with seal


Sub -Divisional Officer,
Sub-Division No.-II,
River Research Institute,
HCL, Mohanpur, Nadia.