

Office of The Burdwan Municipality

Memo No: - 87/E/ XII-4

Date: - 10/03/2017

NIQ- 1/2016-2017

The Honorable Chairman, Burdwan Municipality invites application from the bonafide and resourcefull bidder for the work detailed in the table below.

Sl. No.	Name of Item	Scheme	Earnest Money	Time of Completion
1	Supply & Installation of Fire Extinguisher at the different school (List enclosed in separate sheet).	Sarbasiksha Mission (Memo No.-857(39)/FS/V-25/2015-16 dated, 21/10/2016)	Earnest money (E.M.D. of Rs. 10,000/- only is to be deposited through D.D. of the Bankers cheque etc. to be drawn in favour of Chairman Burdwan Municipality payable at Burdwan.	1 Month from the date of issuing work order
2.	Refilling of the existing Fire Extinguisher for the Primary & Upper Primary School.(List enclosed in separate sheet)	Sarbasiksha Mission (Memo No.-857(39)/FS/V-25/2015-16 dated, 21/10/2016)		
3.	Replacing of the Existing Fire Extinguisher of Primary & Upper Primary School.(As per list under Sl. No.-2)	Sarbasiksha Mission (Memo No.-857(39)/FS/V-25/2015-16 dated, 21/10/2016)		

Specification :-

- 1) CO₂ type extinguisher capacity 4.5kg. (Operating temperature between 30⁰ C. to + 55⁰ C. as per I.S. 15683 : 2006
- 2) Rate to be quoted per pc. of Fire Extinguisher including all tax VAT etc.
- 3) Schedule A, B, C must be followed which will be available at Engineering Department upto 4 P.M. on every working day.
- 4) Fund allotment from Sarbasiksha Mission / M.D.M.

5) A.Date and Time Schedule

Description	Date & Time	Place
Last date and time for submission of application	20/03/2017 upto 2.30 pm,	Engineering Deptt.
Date and time for opening of tender on	20/03/2017 after 2.30pm	At the Chamber of M.C.I.C.(P.W.)

B.Eligibility criteria for participation in the tender:

1. The prospective bidders shall have in their full time engagement experienced technical personnel, the minimum being one Civil Engineering Degree holder (Work over 10 Lac) and one Civil Engineering Diploma holder (Authenticated documents in respect of qualification and engagement shall be furnished for Technical Evaluation.)

2. All categories of prospective Tenderers shall have to submit :

a) Requisite Credential Certificate for completion of at least one similar nature of work under the authority of State /Central Govt., State / Central Govt. undertaking / Statutory Bodies constituted under the statute of the Central /State Government having a magnitude of at least 40 (Forty) percent of the Estimated amount put to tender during the last 5 (five) years is to be furnished in applicable cases.

b)Valid and up to date Professional Tax receipt Challan (2015-2016),

c)VAT Registration Certificate,

d) Latest VAT Challan,

e) Income Tax Return Acknowledgement Receipt for Assessment Year (2015-2016)

f) PAN Card issued by Income Tax Department

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3) Registered Un-Employed Engineer and Labour Co-operative Society Ltd. is required to furnish the documents as described in **CI B.SL.NO. 2** along with the other documents as follows:-

a) Registration certificate.

b) Bye-laws duly approved by the Assistant Register of Co-operative Societies.

c) Name with address and signature of the present Board of Directors of the Co-operative Society.

d) Minutes of last Annual General Meeting and Audit Report of the Co-operative Society with the evidence of submission of same to the Concerned Authorities.

4. Proprietorship and Partnership Firms is required to furnish the documents as described in **Cl. B SL.NO. 2** along with the other documents as follows:-

a) Trade Liscence

c) Registration Certificate under Company Act. (if any).

b) Registered Deed of partnership Firm/ Article of Association & Memorandum.

c) Power of Attorney duly registered by competent authority. (For Partnership Firm/ Private Limited Company, if any)

Note:-All document submitted must be listed at a Separate Sheet and duly signed by the tentative bidder.

Note:- Failure of submission of any of the above mentioned documents (as stated in Cl. B,Sl 1 to 4) will render the tender liable to summarily rejected .

C.If the dates of Technical Bid & Financial Bid fall on holidays or on days of bandh or natural calamity, the dates defer to next working days.

D.All tenderers are requested to be present during opening of tenders positively. If considered necessary, instant bid may be conducted immediately after opening of tenders to lower down rates and in no case his/their absence will stand against holding the same.

E. In case of inadvertent typographical mistake found in the specific price schedule of rates, the same will be treated to be so corrected as to conform with the prevailing relevant schedule of rates and / or technically sanctioned estimate.

The intending tenderer is required to quote the rate in figures as well as in words as percentage above / below than or at par with the relevant price schedule of rates. Conditional / incomplete tender will not be entertained.

F. The accepting authority reserves the right to reject any or all the tenders without assigning any reason whatsoever and he will not be bound to accept either the lowest tender or any of the tenders.

G. If any tenderer withdraws his offer before acceptance or refuse within a reasonable time without giving any satisfactory explanation for such withdrawals, he may be disqualified from submitting tender to this office for minimum period of 1(one) year.

H. The application must be in specified format attached with N.I.Q.

**Chairman
Burdwan Municipality**

Memo No: -

Date: -

Copy forwarded for information & wide publication to the: -

1. District Magistrate, Municipal Affairs Section, Burdwan
2. Sabhadhipati, Burdwan Zilla Parisad
3. Executive Engineer, M.E. Directorate, Burdwan Division, Purta Bhavan (5th floor), Burdwan.
4. Executive Engineer, Damodar Cannel Division, Court Compound, Burdwan.
5. Executive Engineer, PWD., Burdwan Division.
6. Executive Engineer, Construction Board (PWD) Chotonilpur, Burdwan.
7. Executive Engineer, Construction Board, Burdwan University Division, Chotonilpur near Nurshing Training School, Burdwan.
8. Executive Officer, Burdwan Development Authority, New Administrative Building(5th floor), Burdwan.
9. Cashier, Burdwan Municipality
10. Office Notice Board.

**Chairman
Burdwan Municipality**

**To,
The Chairman,
Burdwan Municipality
Burdwan.**

Subject : _____

(Name of work)

Ref :- N.I.T. No -----

Dear Sir / Madam,

Having examined the NIT documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents are attached herewith.

I / We are interested in Bidding for the work mention above subject.

I / We understand that : -

- a) Tender Inviting and Accepting Authority can amend the scope & value of the contract bid under this NIT.
- b) Tender Inviting and Accepting Authority reserve the right to reject any Tender without assigning any reason.

The application is made by me / us on behalf of..... In
the capacity..... duly
authorized to submit the Tender.

Thanking you,

Enclo : -

- a) Documents.

Dated :

Signature of applicant including title
and capacity in which application is made and
the name of the Firm with Seal.