

Office of the Burdwan Municipality

G.T. Road, Burdwan, West Bengal, India – 713101

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Memo no. 114/i/E.D.

Dated : 15/06/2021

Notice inviting Expression of Interest (E.O.I.) (N.I.T. no: 11 of 2020-2021)

Subject: On behalf of The Administrator, Burdwan Municipality, the Executive Officer, Burdwan Municipality invite sealed E.O.I. for "Maintenance of Plants & Shurbs at Gitanjali Park and Town hall park in ward no 9 under Burdwan Municipality (For 12 Months duration with effect form 01.07.2021 to 30.06.2022)"

On behalf of The Administrator, Burdwan Municipality, the Executive Officer, Burdwan Municipality invite sealed E.O.I. for "Maintenance of Plants & Shurbs at Gitanjali Park and Town hall park in ward no 9 under Burdwan Municipality (For 12 Months duration)".

In view of above bonafide & reputed bidders are hereby requested to tender E.O.I. as per the specification given as under:

Scope of Work:

Maintenance of Plants & Shurbs at Gitanjali Park and Town hall park in ward no 9 under Burdwan Municipality (For 12 Months).

Submission of Bid:

A: Envelop for Technical Bid is to be submitted along with the Bid:

- i) Valid Trade License
- ii) PAN Card
- iii) Professional Tax Clearance Certificate & Income Tax return for last 3 years.
- iv) GST Registration Certificate.

B: An EMD amounting Rs.5,000/- (Rupees Five Thousand Only) is to be submitted in from of Demand Draft favoring "The Executive Officer, Burdwan Municipality" payable at Burdwan.

Another envelop as "Financial Bid" shall contain the Financial Bids . No other charges will be borne by Burdwan Municipality. Rate should include all type of taxes applicable.

Sealed Quotations with both envelops mentioned above should be submitted super-scribing "Bid for Maintenance of Plants & Shurbs at Gitanjali Park and Town hall park in ward no 9 under Burdwan Municipality". The bid should reach this office on or before 25/06/2021 at 4.00 p.m.and bid received after that date and time may not be taken into consideration. The bids will be open at 4.30pm on the said date. This office shall not be responsible for any delay in postal transit.

The details of the notice can be available at this office in any working day during office hours or can be downloaded from our website www.burdwanmunicipality.gov.in rate will be valid for 12 months period. It is under 15th FC fund.

The Burdwan Municipality reserves the right to cancel any or all the tenders if so required without assigning any reason thereof. Total of rate quoted should not exceed Rs. 5 Lakhs.

Encl:- ANNEXURE-I

Memo No-114/(12)/ i /E.D.

Copy forwarded for information:-

- 1) The Executive Engineer, MED, Burdwan Division, Burdwan
- 2) CA to District Magistrate for kind appraisal to the authority
- 3) CA to S.D.O.
- 4) Finance Officer, Burdwan Municipality
- 5) Accountant, Burdwan Municipality
- 6) Sunil Baran Ghar, A.E., Burdwan Municipality
- 7) Soumitro Roy SAE of Burdwan Municipality
- 8) Tender/Purches Committee ,Burdwan Municipality
- 9) Office Notice Board ,Burdwan Municipality
- 10) Website of Burdwan Municipality
- 11) Relevant file, PW Department ,Burdwan Municipality
- 12) Newspapers

Executive Officer
Burdwan Municipality
Burdwan Municipality
Date- 15/06/2021

Executive Officer
Burdwan Municipality
Burdwan Municipality

Annexure- I

To
The Executive Officer,
Burdwan Municipality,
G.T.Road, Burdwan

Sub:- Notice Inviting E.O.I. for Maintenance of Plants & Shurbs at Gitanjali Park and Town hall park in ward no 9 under Burdwan Municipality (For 12 Months duration with effect form 01.07.2021 to 30.06.2022)”

Ref:- Memo no.....dated _____

Sir,

I hereby submit all the necessary information and relevant documents for evaluation.

We are interested in providing the services mentioned in the Bill of Quantities.

We understand that:


- (a) Tendering Authority can amend the scope & value of the contract bid under this project.
- (b) Tendering Authority reserves the right to reject any/all applications without assigning any reason thereof.

(Grand Total of rate quoted should not exceed Rs. 5 Lakhs)

Sl.No.	Description	Rate to be quotated	Duration	Rates Offered per month in Rupees	Total Amount in Rs.
1.	Maintenance of Plants & Shurbs at Gitanjali Park and Town hall park in ward no 9 under Burdwan Municipality (For 12 Months duration with effect form 01.07.2021 to 30.06.2022).	Per month basis	(For 12 Months duration w.e.f. 01.07.2021 to 30.06.2022).		
(Rates inclusive of taxes applicable)		Total (Rs.)			
In word: -					

Date : _____

Signature


**Executive Officer
Burdwan Municipality**