

Office of the Burdwan Municipality

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

Phone: +91 0342 2662518 / 2664121 / 2662777 | Fax: +91 0342 2560717

Email: info@burdwanmunicipality.gov.in | Website: www.burdwanmunicipality.gov.in

Memo No. 274 /i/E.D./e-N.I.T.-18/2023-24/Sl.1-1/2023

Dated: 16/08/2023

Notice Inviting Expression Of Interest (EOI) No.-18 of 23-24

On behalf of the Board of Councilors, Burdwan Municipality, The Chairman, Burdwan Municipality invites Expression of Interest (e-EOI) for ‘Maintenance of Plants & cleaning of Shurbs at Gitanjali Park and Town hall Park in Ward No.- 9 under Burdwan Municipality for 12 months period.’ Intending eligible bidder may download the tender document from the website <http://etender.wb.nic.in> directly with the help of Digital Signature Certificate.

Description Of Work:	Maintenance of Plants & cleaning of Shurbs at Gitanjali Park and Town hall Park in Ward No.- 9 under Burdwan Municipality for 12 months period.
----------------------	--

The intending bidders are requested to upload the documents in support of their capability, experience & capacity to undertake such type of job.

Scope of Work:

- I) Trimming and cutting of the brunches of trees at regular basis to maintain an appropriate aesthetic view.
- II) Planting of new trees as and when required and as directed by competent authority.
- III) Cleaning the shrubs and also dressing the earth at regular basis.
- iii) Removal of loose earth, shrubs, tree-branches from the premises.

Payment Mode:

Payment will be done at monthly basis after submission of bill and after satisfaction of concerned engineer.

Date & Time Schedule:

Sl.No	Particulars	Date & Time
1	Publishing of EOI	18 .08.2023 at 10:00 Hrs.
2	Documents download start date(Online)	18 .08.2023 at 11:00 Hrs.
4	Bid/offer submission Start Date	18 .08.2023 at 12:00Hrs.
5	Documents download end date(Online)	25 .08.2023 at 18:00Hrs.
6	Bid/offer Submission End Date	25 .08.2023 at 18:00Hrs.
7	Opening of Bid proposal/offer	28.08.2023 at 12:00 Hrs.

Terms and Conditions:-

- 1) The intending bidders are requested to visit the work site for being well acquainted before submission of their EOI.
- 2) The intending bidders are requested to submit their GST Registration Certificate, Up to date Trade License, Professional Tax and PAN.
- 3) No Credential Certificate will be required for Work Value Less than Rs. 5.00 Lakh:- As per order no.- 1177-F(Y),Dt.-28.02.2014&410_A/PW/O/10C-9/14, Dt.-01.12.2014.
- 4) The rates should be inclusive of GST and all statutory Govt. Taxes, duties and other incidental charges.
- 5) The Lowest Bidder has to make an agreement (3 copies) by depositing requisite cost of agreement/tender paper i.e. @ Rs. 750+50 = Rs. 800.00 each copy.
- 6) Agreement / Tender paper will be issued by the Chairman, Burdwan Municipality to the lowest bidder

on receiving application.

- 7) The Expenditure will be made from **15th FC (PFMS) Scheme.**
- 8) Payment will be made on submission of bill on monthly basis and after satisfaction of the T.I.A. or his/her representatives.
- 9) The rate should be inclusive of all types of carriage, loading, unloading and all labour charges for proper completion of the work.
- 10) No additional charges will be accepted.
- 11) The Details of tender can be downloaded from our website burdwanmunicipality@gmail.com & <https://wbtenders.gov.in>
- 12) The intending bidders have to introduce themselves through 'Annexure-A'

**Chairman
Burdwan Municipality**

Memo No. :-274/I(9)/i/E.D./e-N.I.T.-18/2023-24/Sl.1-1/2023

Dated. 16/08/2023

Copy Forwarded for information and for favour of wide circulation to:

1. Vice Chairman, Burdwan Municipality
2. The Executive Officer, Burdwan Municipality
3. The Executive Engineer, MED, Burdwan Division, Burdwan.
4. The Finance officer, Burdwan Municipality.
5. Subarna Mahiuddin, U.I.S, AMRUT & In-Charge Engg(Dev) Deptt., Burdwan Municipality.
6. I T Co-Ordinator, Burdwan Municipality to upload in the website of Burdwan Municipality.
7. CA to The S.D.O. Sadar (North), Burdwan for his kind appraisal to authority.
8. The Office Notice Board, Burdwan Municipality for wide circulation.
9. Dealing Clerk, Engineering Development Department to publish the News Paper.

**Chairman
Burdwan Municipality**

FORM OF INTRODUCTION

EOI no. 1 of 23-24

Tender ID:.....

1. Name of applicant :

2. Office Address :

3. Constitutional status
Proprietorship Firm/Partnership Firm/Company/Manufacturer/authorized dealer/others):

4. Telephone No./Mobile No :

5. Fax No. :

6. E-mail Address :

.....

Signature of the applicant/bidder