



OFFICE OF THE CHIEF EXECUTIVE OFFICER

AN IS/ISO 9001:2008 CERTIFIED ORGANISATION

Siliguri Jalpaiguri Development Authority (SJDA)

Tenzing Norgay Road, Pradhan Nagar, Siliguri, Dist: Darjeeling, Pin – 734 003

Phone: (0353) 2512922, 2515647, Fax: (0353) 2510056, e-mail: sjdw@sjda.org Web: www.sjda.org

(QSF: ENGG 03 / 01)

Memo No.: 672 X/ENGG/ELECT/38/17 of SJDA

Dated: 8.9.21

NOTICE INVITING QUOTATION

NIQ No.: 008 / ENGG / ELECT / 2021-22 OF SJDA

Sealed quotations are invited by the undersigned on behalf of the Siliguri Jalpaiguri Development Authority from the Bonafide and experienced Agencies having experience in specific field or similar nature of work as mentioned below.

Name of Work: Annual Maintenance of Electronic Toll Gate at Truck Terminus at Matigara, Siliguri, including supply of necessary materials and accessories for keeping the machine serviceable.

Scope of work: -

- a. The agency will have to repair or replace all the related equipments as per manufacturer's specification as and when required.
- b. As and when necessary, the service engineer will have to attend for the repairing of the machine.
- c. Apart from point (b), the Service Engineer will have to check up the system and machine once in a month.
- d. Service Engineer has to keep contact with the machine manufacturer for the software and machine spare parts.
- e. Have to keep the TFT monitors, CPUs, Electric Toll gate, Booth monitoring CCTV Cameras and UPS system etc. functional.
- f. Regular updating of Anti Virus with temporary net connection through Data Card.
- g. Routine consumables items such as distilled water and other items of consumables which are regular in nature will be supplied by the agency within the contract value.
- h. In case of any message of fault is not attended within 4(Four) hours, a sum of Rs. 600 per day will be deducted from the Bill.
- i. The Bill will have to be submitted quarterly and payment will be made after certification of the authorised Officer and after deducting necessary taxes etc. as per Govt. norms.
- j. Maintenance Contract is valid for period of 1 (One) year, but may be extended for another two years on satisfactory performance. But the agency has to quote rate for 1 (one) year only and the same rate will be applicable for consecutive years.

1. **a) Submission of Quotations:** Interested and competent agencies are requested to submit their rates either

- i. By Registered Post with A/D. in sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgay Road, Pradhan Nagar, Siliguri-734003 containing self attested copies of documents and the profile of the firm mentioning clearly the quotation number and name of the work.
- ii. Dropping in the respective Tender Box in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority in sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgay Road, Pradhan Nagar, Siliguri-734003, containing self attested copies of documents along with the profile of the firm.

b) Documents to be submitted: Copy of the following documents will be submitted by the quotationers / (s) for pre-qualification.

- i. Trade License.
- ii. Income Tax (LT.) PAN.
- iii. Valid 15-digit Goods and Services Taxpayer Identification Number (GSTIN) under GST Act, 2017.
- iv. Professional Tax deposit receipt updated Challan.
- v. Documentary evidence of a Diploma holder in Computer Science and Engineering with adequate knowledge of handling this type of machine.

- vi. List of similar Projects executed by the agency during last 3 years along with Work Order, Completion Certificate & Payment Certificate.
 - vii. A written declaration in the form of Affidavit before Notary as the correctness of the copies of all documents.
2. **Last date & time of Submission:** Last date for submission of Quotation offline/ Registered Post with AD:- **13 / 09 / 2021 up to 2:00 pm.**
 3. **Date and Time of opening of Quotation :** **14 / 09 / 2021 at 3:00 pm** in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Pradhan Nagar, Siliguri.
 4. The quotationers shall have to show original copies of the submitted documents at the time of evaluation of the quotations.
 5. The quotationers or their authorized representatives may like to present at the time of opening. The schedule of opening may be altered depending on unavoidable circumstances.
 6. Bidder shall not be in a conflict of interest with one or more parties in the bidding process.
 7. SJDA reserves right to withdraw from whole process or any part thereof to accept or reject any or all offer at any stage of the process. No formal obligation shall accrue to SJDA or in such an event authority shall not be responsible for non-receipt of correspondence sent by post / e-mail / fax / courier.
 8. The lowest quotationer will have to enter into an agreement in SJDA's format within 7 (Seven) Days else the same be treated as cancelled.
 9. All details can be obtained from the website-www.sjda.org.

[Signature]
Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Dated: 8.9.21

Memo No.: 672 / 1(16) / X / ENGG / ELECT / 38/17 of SJDA

Copy to: With request to display in their Notice Board.

1. Addl. Executive officer, Siliguri Mahakuma Parishad.
2. Commissioner, Siliguri Municipal Corporation.
3. District Magistrate, Darjeeling.
4. District Magistrate, Jalpaiguri.
5. Chairman, Jalpaiguri Municipality, Jalpaiguri.
6. Secretary, Jalpaiguri Jilla Parishad, Jalpaiguri.
7. Superintendent of Police, Darjeeling.
8. Superintendent of Police, Jalpaiguri.
9. Superintending Engineer, Northern Circle, PWD (Electrical), Siliguri.
10. Executive Engineer (Electrical), PWD, Jalpaiguri.
11. Executive Engineer (Electrical), North Bengal Development Department, H. C. Road, Siliguri.
12. Executive Engineer, Darjeeling Electrical Division, PWD, Siliguri.
13. A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website.
14. Assistant Engineer (Electrical), Siliguri Jalpaiguri Development Authority, Siliguri.
15. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
16. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.

[Signature]
Chief Executive Officer
Siliguri Jalpaiguri Development Authority

[Handwritten notes in blue ink]
A. P. to be uploaded.
9/9/21