

# Siliguri Jalpaiguri Development Authority

AN IS/ISO 9001:2008 CERTIFIED ORGANISATION

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734403



Phone : Siliguri : (0353) 2512922, 2515647  
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Memo No.: 227/Engg /SJDA

Date: 18-02-16

## NOTICE INVITING QUOTATION NIQ NO: 042 / Engg / Elect./ 2015- 16 of SJDA

Sealed quotations are invited by the undersigned on behalf of Siliguri Jalpaiguri Development Authority from the Bonafide, interested and capable Agencies having experience in similar nature of work or Electrical works as mentioned below.

Name of Work: Annual Maintenance of Trident Light Poles located at following locations of Jalpaiguri.

Sl. No.	Location of the Trident Poles	Nos. of Poles
01	From Panda Para Kali Bari More to 3 No.Ghumti.	227
02	From 73 More to Kadamtala More.	228
Total :		455 Nos.

### Scope of Work with Terms and Conditions: -

- The Trident Light Poles will be handed over such as they are.
- The Agency will have to check, repair and or replace and or rectify (as required) the Poles and all the related parts and its Decorative fittings, O.H/ U.G line/cable and CFL lamps, also have to keep the poles straight in position with cement concrete (1:2:4), plaster (6:1) etc. all complete, so that the pole lights keep on glowing. Skilled electricians/wiremen who are having requisite certificate from the Directorate of Electricity will have to be engaged and must ensure about the necessary safety measures. SJDA will not be responsible for any accident of the staff/worker(s) engaged by the Agency. In any case if happened, Authority will not provide any compensation for any such accident.
- The Agency will have to Paint (2 coats) the steel poles and its arms, loop boxes and feeder pillar boxes etc. with synthetic paint of approved make, colour and brand including preparation of surface by sand paper /emery paper, cleaning etc. for receiving fresh coat of paint once in the first year only.
- Routine inspection should have to be made during peak-hours i.e. (in the Evening) in each day.
- Agency must have to ensure that all the poles and its lights are lighted up and put off in time by setting of Timer switch (Agency have to provide where not available) during summer and winter suitably.
- If lights found or reported glowing before or after the setting time or not glowing after the setting time, a sum of Rs.50.00 for each Pole per day will be deducted from the quoted rate/ Performance Guarantee deposit.
- If any light of his jurisdiction is seen or reported not glowing for consecutive 2 (two) days or found broken, a sum of Rs. 20/- for each light of each trident pole per day from the third day onwards will be deducted from the quoted rate/ Performance Guarantee deposit without making any further communication.
- If it is found that more than 15% of each stretch, may be in a scattered location, not glowing/ broken, an amount of Rs.1000.00 (One thousand) from day 1 (one) will be deducted from the quoted rate/ Performance Guarantee deposit additionally along with existing penalty charges as on (g) and (h).
- The Agency shall be responsible for keeping upto date the distribution box, feeder pillar box/ panel Board, service connection, meter box unit, timer machine and switch, loop box etc.
- All tools and plants, ladder, electrical apparatus, use of any vehicles if required etc. will have to be arranged and all costs will have to be borne by the Agency.
- All the poles with Decorative light fittings including lamps and other related parts to be handed over to the Authority in good and functional position and condition before the end of the contract period. A joint verification will be done within 15 (fifteen) working days before the last day of contract period. All dues will be released only after a satisfactory result of the visit.
- Any major breakdown / defects should immediately be brought to the notice of the concern Assistant Engineer or Sub-Assistant Engineer. For any repairing work, if lights have to be put on daytime, concern Assistant Engineer must be informed in advance over telephone / via SMS.
- On selection, Performance Guarantee of Rs.1,00,000/- (One Lakh) have to be deposited in favour of CEO, SJDA at the time of Formal Agreement within 7 (Seven) working Days.
- If instructed to maintain any new area / stretch or withheld any stretch or part, addition or subtraction of maintenance cost will be done proportionately from the yearly quoted amount. Calculation will be done based on the maintenance cost per pole per day multiplied by number of remaining days of the year. All the terms and conditions will remain be same.



- j) The Bill will have to be submitted quarterly and payment will be made after certification of the authorised Officer and after deducting the penalty charges (if any) and necessary taxes etc. as per Govt. norms.
- p) Maintenance contract will be valid for a period of 1 (One) year but this Department has the right to terminate the contract by giving one month's notice depending on the performance of the Agency.
- q) The successful quotationer will have to execute an agreement with other formalities. For improper / insufficient maintenance the undersigned will reduce the rate as He deemed fit in conformity to the clauses of basic agreement. However, for disruption of electric supply due to fault of WBSEDCL or natural calamity the Agency will not be held responsible. But for any damage or theft caused due to any other reasons will have to be rectified within the quoted price.
- r) All works shall be executed in adherence to the IE rules.

**A) Submission of Quotations:** The quotationers shall submit their quotations in two sealed covers enclosed in a main sealed envelope either by Dropping in the respective Tender Box in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority or By Registered Post with A/D, addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgrey Road, Pradhan Nagar, Siliguri - 734 003.

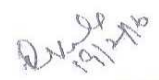
The sealed cover no.1 shall have to be superscribed as "**Part - I (Technical Bid)**" containing technical and financial documents / particulars as detailed under (B) below.

The sealed cover no.2 shall be super scribed as "**Part - II (Financial Bid)**" containing the rate/ amount which should be quoted on quotationer's letter head, clearly mentioning the name of the work, NIQ No.

**B) Documents to be submitted:** Self attested Copies of the following documents will be submitted by the quotationer /(s) for pre-qualification. Failure of submission of any of the documents as listed below will render the Tender/Quotation liable to be summarily rejected.

- i) **Trade Licence.**
- ii) **Income Tax (I.T.) PAN.**
- iii) **Updated challan of P.Tax.**
- iv) **VAT Registration Certificate.**(If registered).
- v) **Co-Operative Society Profile** with all relevant papers of its establishment.
- vi) **Valid Electrical contractors licence.**
- vii) **Electrical supervisors certificate** of competency in Parts 1,2,4,6(a),7(a) &11 or equivalent **National Supervisors Certificate** of competency.
- viii) **EPF Registration Certificate** with updated challan (Not more than two years old).
- ix) **List of Street lighting works/ Maintenance work /similar type of Electrical Works** amounting to Rs. 2.00 Lac in a single job, executed by the Agency during last 5 years along with **Work Order & Completion certificate.**
- x) A written declaration in the form of **Affidavit before Notary** as the correctness of the copies of all documents clearly mentioning the name of the work and NIQ no.

1. Last date & time of Submission: Last date for submission of Quotation offline/ Registered Post with AD:- **26/02/2016** upto 1:30 pm.
2. Date and time of Opening of Quotations: **26/02/2016** at 2:30 pm (Part - I) and 4.00 pm (Part - II) in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Pradhan Nagar, Siliguri.
3. The quotationers shall have to show original copies of the submitted documents at the time of evaluation of the quotations.
4. The quotationers or their authorized representatives may be present at the time of opening. The schedule of opening may be altered depending on unavoidable circumstances.
5. Bidder shall not be in a conflict of interest with one or more parties in the bidding process.
6. 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.
7. The lowest quotationer will have to enter into an agreement in SJDA's format within **7 (Seven) working Days** else the same will be treated as cancelled.
8. All details can be obtained from the website - [www.sjda.org](http://www.sjda.org).

  
**Chief Executive Officer**  
**Siliguri Jalpaiguri Development Authority**  
 19/02/16

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 (Electrical), Northern Circle, PWD, Siliguri.
10. Executive Engineer, Northern Circle, PWD (Electrical), 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.

Chief Executive Officer

Siliguri Jalpaiguri Development Authority

*19/02/16*  
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*19/02/16*

*227/16 Engg/Elect/SJDA, PI uploaded*  
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