



Siliguri Jalpaiguri Development Authority

An autonomous body under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Himanchal Vihar, Near – Passport Seva Laghu Kendra, Matigara-734010

Phone: Siliguri – 0353- 2515647 Jalpaiguri – 03561-230874 E-mail: sjdawb@gmail.com

Memo 390/x/Engg/Elect / 4/24 /SJDA

Date: 23-09-2026

Acceptance cum Work Order

To: **M. P. SITANI & SONS**

Sitani Building, Dinbazar,

P/o-Jalpaiguri

District- Jalpaiguri,

Pin-735101

Phone no. – 9775997361

E-mail ID- adityasitani@gmail.com

Sub : Electrical Repairing Works and Maintenance in B. Pharma Building of Institute of Pharmacy, Jalpaiguri.

Tender No. : 003/ENGG/ELECT/2024-25 OF SJDA (3rd Call)

Tender ID :2026_SJDA_1004039_1

Ref: Estimated Amount- Rs.4,85,203.00 Accepted Rate-5.40% Below, Tendered amount- Rs.4,59,002.00

Dear Sir,

Your offered rate in the bid after opening Tender, for the above noted work @5.40% (Five Point Four Zero Percent) LESS than the specified priced Schedule for the work amounting to Rs.4,59,002.00 (Four Lakh Fifty Nine Thousand Two Rupees) only has been accepted by the undersigned for and on behalf of Siliguri Jalpaiguri Development Authority as approved by UD & MA Dept., Govt. of West Bengal subject to the condition that there will be no provision for Arbitration, Price amendment, Escalation, Mobilization advance and Secured advance as per conditions of the NIT.

You are now requested to purchase 2 (Two) sets of Agreement which will be available from the Accounts Section of SJDA on payment of Rs.750.00 (Rupees Seven Hundred and Fifty) only each by paying in the form of Demand Draft/ Pay order/Challan (to be deposited in Punjab national bank of India) in favour of CHIEF EXECUTIVE OFFICER , SJDA and submit the same along with hard copy of the EMD and the documents as uploaded online in hard copies duly self-attested within 7(seven) working days from the date of issuance of this letter, failing which your tender is liable to be terminated and further necessary action against you may be taken as per the clauses of the Tender Notice without further reference.

You are requested to contact with the Executive Engineer (Elect.) to receive necessary instruction in connection with the above-mentioned work and start the work at the earliest. The time allowed for carrying out the work is 30(Thirty) days from the date of commencement of the work which will be reckoned right from the 10th day of issuance of the Acceptance cum Work Order (If date of W.O is D, Date of commencement will be from D +9 days).



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You are requested to confirm the exercise on your part in relation with the Formal Agreement as indicated above within 7(Seven)days of issuing of this letter and make necessary arrangement for deployment of Men and Machineries as per conditions of the contract.

The stipulation is hereby made that the work should be restricted to Tendered Amount. No excess work or Supplementary work will be allowed without any prior approval.

You are also requested to note that this Acceptance cum Work Order is being issued subject to the condition that you are to produce necessary Labour License after obtaining the same from the appropriate authority under Contract Labour (Regulation & Abolition) Act, 1970.

Thanking You.

Yours faithfully,

Chief Executive Officer

Siliguri Jalpaiguri Development Authority

Memo 390/1(8)/x/Engg/Elect/4/24/SJDA

Date: 23.09.2026

1. The Addl. Chief Engineer, SJDA, for information.
2. The Assistant Executive Officer, SJDA, for information.
3. The Finance Officer, SJDA, for information.
4. Sri S. Barua, Executive Engineer (Elect.), SJDA.....Requested to verify the submitted Work programme in the form of Bar Chart.
5. Sri Satya Dhar, Sub-Assistant Engineer(Elect.), SJDA,.....Requested to preserve the Work Programme & Confirmation letter..
6. Sri Manoj Roy, UDA, Engg. Section, SJDA,Requested to ensure uploading & e-Mailing of Acceptance cum Work Order. Preparation of Formal papers so that Agency can Purchase it from Accounts Section. Confirm delivery of Formal Agreement in time to the Agency.
7. Formal agreement no. NIT-003/Engg/Elect/2024-25 of SJDA(3rd Call)(2Copies).
8. Office Copy.

Chief Executive Officer

Siliguri Jalpaiguri Development Authority