

Siliguri Jalpaiguri Development Authority

Tenzing Norgay Road, Pradhan Nagar, Siliguri-734403



Phone : Siliguri : (0353) 2512922, 2515647
: Jalpaiguri : (03561) 230874
Fax : (0353) 2510056

Memo No. : 296/Engg/Elect/SJDA

Date: 16.8.13

NOTICE INVITING QUOTATION **NIQ NO: 002 / Engg / Elect / 2013 - 14 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: -

- Conduct a field survey with Departmental officers.
- The agency will have to repair or replace all the related equipments as per manufacturer's specification as and when required.
- As and when necessary, the service engineer will have to attend for the repairing of the machine.
- Apart from point (c), the Service Engineer will have to check up the system and machine once in a month.
- Service Engineer has to keep contact with the machine manufacturer for the software and machine spare parts.
- Have to keep the TFT monitors, CPUs, Traffic lights, Booth monitoring CC TV Cameras and UPS system etc. functional.
- Regular updating of Anti Virus with temporary net connection through Data Card.
- Payment for the items which are irregular in nature will be made as per company's approved price list.
- Routine consumables items such as oil filter, gasket, distilled water and other items of consumables which are regular in nature will be supplied by the agency within the contract value.
- In case of any message of fault is not attended within 4(Four) hours, a sum of Rs. 500 per day will be deducted from the Bill.
- 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.
- Maintenance contract is valid for a period of 1 (One) year.

- Submission of Quotations:** Interested and competent agencies are requested to submit their rates either
(1) 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 attested copies of documents and the profile of the firm mentioning clearly the Quotation number and name of the work on the envelope.

(2) 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 attested copies of documents along with the profile of the firm.

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

- Trade License.
- Income Tax (I.T.) PAN.
- Service Tax Registration Certificate.
- Value Added Tax (VAT) Registration Certificate (If registered).
- Electrical supervisors certificate of competency in parts 1,2,3,4,5,6(a),7(a),7(b),10,11 &12 or equivalent National Supervisors Certificate of competency and valid electrical contractors licence.
- Documentary evidence of qualification and experience of Service Engineer should be submitted. He or she must be a Degree or Diploma holder in Computer Science and Engineering with adequate knowledge of handling this type of machine.

Siliguri Jalpaiguri Development Authority

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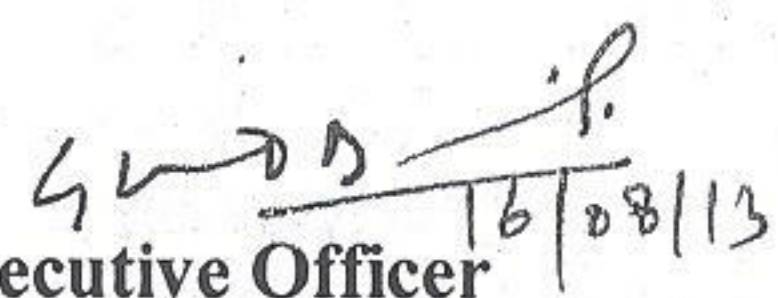


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- vii) List of similar Projects executed by the agency during last 5 years along with Work Order, Completion Certificate & Payment Certificate.
- viii) A written declaration in the form of Affidavit before Notary as the correctness of the copies of all documents.
2. Last date & time of Submission: Last date for submission of Quotation offline / Registered Post with AD:-
27/08/2013 upto 2:00 pm.
3. Date and time of Opening of Quotations: **27/08/2013** at 3:00pm in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, 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 be 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 will be treated as cancelled.
9. All details can be obtained from the website - www.sjda.org.


Chief Executive Officer

Siliguri Jalpaiguri Development Authority

Memo No. 396/115/Engg/let/SJDA

Date 16.8.13

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

1. Sabhadhipati, Siliguri Mahakuma Parishad.
2. Mayor, 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 Circle - 6, PWD, Siliguri.
10. Executive Engineer, Darjeeling Electrical Division, PWD, Siliguri.
11. Executive Engineer, NBDD, H.C.Road, Siliguri
12. A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website.
13. D.I.O., NIC, Siliguri for uploading in official website
14. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
15. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.


Chief Executive Officer

Siliguri Jalpaiguri Development Authority