

Siliguri Jalpaiguri Development Authority

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734403



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Memo No.: 62 /Engg/Elect/SJDA

Date: 26 -01-2016

NOTICE INVITING QUOTATION

NIQ NO: 037 / Engg / Elect./ 2015 - 16 of SJDA

(QSF: ENGG 03/1)

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

Name of Work: Providing Lighting Arrestor & Repairing of LT Panel at Art Gallery, Jalpaiguri.

Scope of Work with Terms and Conditions: -

- 1) The Work has to be completed within 15(fifteen) Days from the date of issue of Work Order with approved Products as per Schedule.
- 2) All Guaranty/ warranty papers have to be in favour of the C.E.O, SJDA and must be handed over to the Authority so that in case of any disorder within the warranty period or after the products can be replaced/ repaired. The Supplier has to provide service till the end of the warranty period without any additional payment.
- 3) Necessary challans as required have to be submitted.
- 4) Payment will be made only after commissioning of the items with satisfaction of the Authority and deducting necessary taxes as applicable as per Govt. norms.
- 5) The Maintenance period of the work to be considered as **1(one) year** from the date of completion of the work and the release of Security Deposit would be subject to quality and proper maintenance of the work and its components satisfactory for the entire period of one year.
- 6) All works shall be executed in adherence to the IE rules.

A) Submission of Quotations:

Interested Agencies having experience in similar nature of work are requested to submit their rates by Dropping in the respective Tender Box in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority in sealed envelope, **in percentage terms** At – Par, Below or Above than the Departmental Price Schedule attached for the work. The sealed cover no.1 shall be superscripted as "**Part – I (Technical Bid)**" containing Technical and Financial specifications / particulars as detailed under (B) below. The sealed cover no.2 shall be superscripted as "**Part – II (Financial Bid)**" containing the **Percentage in terms** which should be quoted on quotationer's letter head, clearly mentioning the name of the work.

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 License.
- ii) Income Tax (I.T.) PAN.
- iii) Updated challan of P.Tax/ Sales tax.

- iv) **VAT** Registration Certificate, (If registered).
 - v) Valid Electrical Contractors licence.
 - vi) Supervisors Certificate of Part-1,2, 6A & 7A.
 - vii) List of similar nature of Work of materials amounting to Rs. 0.50 Lakhs in a single job, executed by the supplier during last 5 years in any Govt. / Semi Govt. Deptt./PSU/ Local Bodies along with **Work Order & Completion certificate**.
 - viii) A written declaration in the form of **Affidavit before Notary** as the correctness of the copies of all documents mentioning the NIT/NIQ no and name of the work.
 - ix) Authorized Dealer/ distributors Certificate (As applicable).
1. Last date & time of Submission: Last date for submission of Quotation:- **25/01/2016** up to 1:30 pm.
 2. Date and time of Opening of Quotations: **27/01/2016** at 2:30 pm in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Pradhan Nagar, Siliguri.
 3. The quotationer shall have to show original copies of the submitted documents at the time of evaluation of the quotations.
 4. The quotationer 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.
 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.

Memo No: *G2/Engrg/Elect/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 (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.

20/1/16
Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Date: 20-01-2016

20/1/16
Chief Executive Officer

Siliguri Jalpaiguri Development Authority