

**SILIGURI JALPAIGURI DEVELOPMENT AUTHORITY**  
**TENZING NORGEY ROAD, PRADHAN NAGAR, SILIGURI – 734 003**

**NOTICE INVITING TENDER**  
**No. – 008 / Engg. / 2011 - 12 of SJDA**

Memo No.....

(QSF: ENGG 28 / 01)

Date:.....

Sealed tenders are invited on behalf of **Siliguri Jalpaiguri Development Authority** from resourceful, bonafide and experienced agencies of the following work:

1. **Name of work:** Sanitary & Plumbing Works for LCS Building at Fulbari, Jalpaiguri.
2. **Name of Tendering Authority:** Chief Executive Officer, Siliguri Jalpaiguri Development Authority.
3. **Amount put to Tender:** Rs. 7, 23, 571.00
4. **Time of completion:** 1 (One) Month.
5. **Issue of Tender Documents / Papers:**
  - a) Intending tenderers may obtain the Tender Documents / Papers from the Cash Section of Siliguri Jalpaiguri Development Authority only on payment of requisite amount of Demand Draft / Pay Order. No tender paper will be sold beyond the last date of purchasing tender.
  - b) Intending tenderers can also down load the Tender Documents / Papers from the website of Siliguri Jalpaiguri Development Authority ([www.sjda.org](http://www.sjda.org)). The cost of the tender documents should be attached in a separate Demand Draft / Pay Order along with Part – I i.e., Technical Part.
  - c) **Last date & time of Purchasing Tender Form:** **01.11.2011 up to 5.00 PM.**
6. **Submission of Tenders:**
  - a) **Mode of submission:** The tenderers shall submit their tenders in two sealed covers enclosed in a main sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgey Road, Pradhan Nagar, Siliguri – 734 003.

The sealed cover no. 1 shall be superscribed as “**Part – I (Technical Bid)**” containing technical and financial specifications / particulars as detailed under 6 (b) and 6 (c) below along with the Earnest Money and cost of tender documents (if necessary).

The sealed cover no. 2 shall be superscribed as “**Part – II (Financial Bid)**” containing rate duly filled up, in the tender documents purchased or down loaded, in percentage terms At – Par, Below or Above than the Departmental Price Schedule attached for the work.
  - b) **Documents to be submitted:** A list of Self Attested photocopies with serial number of pages of the following documents will be submitted by the Contractor / (s) in the financial part (sl. no. i to iv) and Technical Part (sl. no. v to vi) for pre-qualification.
    - i) Sales Tax & P. Tax clearance Certificate along with VAT Registration Certificate (If any).
    - ii) Income Tax PAN along with the Copy of latest Return submitted to I.T. Authority.
    - iii) In case of Co-operative Societies latest Registration Certificate in C.D. Form No. 4 / C.S. Form No. 21 (New) to the effect that covered under Co – operative Act and Exemption Certificate for Earnest Money to be provided with application.
    - iv) Turnover should be more than **Rs. 7.21 Lac**. Payment Certificate for any one of the financial year out of last three financial years must be equal to or more than **Rs. 7.21 Lac** may be submitted in support of turnover.
    - v) Supporting papers related with credentials as Work Order, Payment Certificate and Completion Certificate from Central / State Govt. / Govt. Undertakings & Enterprises / Local & semi-Govt. organizations and Development Authorities / Statutory Bodies for similar nature of works of an amount at least of **Rs. 3.65 lac** in a single tender executed within last **3 (three) years**.
    - vi) Tenderer must submit their detail performance report against the work executed within last three years.
    - vii) Tenderers shall have to submit a written declaration in the form of Affidavit before Notary as the correctness of the copies of all documents.
    - viii) The tenderers shall have to show original copies of the submitted documents at the time of evaluation of the tenders.
    - ix) Tenderer or his authorised representative must be present at the time of opening of “**Part – I (Technical Bid)**” & “**Part – II (Financial Bid)**”.
  - c) **Financial Instruments:**

- i) **Earnest Money: Rs. 14, 472.00** (May be paid in the form of Demand Draft / Pay Order in favour of Chief Executive Officer, Siliguri Jalpaiguri Development Authority) should be attached along with Part – I i.e., Technical Part.
- ii) **Cost of Tender Form: Rs. 700.00** (May be paid in the form of Demand Draft / Pay Order or Challan to be deposited in **United Bank of India** in favour of Chief Executive Officer, Siliguri Jalpaiguri Development Authority).
- d) **Last date & time of Submission: 08.11.2011 up to 2.30 PM.**
7. **Receiving of Tender Documents / Papers:** Tender will be receive through tender box kept in the office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Siliguri and office of the Sub Divisional Officer, Siliguri.
8. **Opening of Tenders:** “Part – I” will be opened on **08.11.2011 at 3.00 PM** and the “Part – II” of the qualified tenderers will be opened on **11.11.2011 at 3.00 PM**. List of tenderers qualified in technical bid will be displayed at the Notice Board of Siliguri Jalpaiguri Development Authority, Siliguri. The tenderers or their authorized representatives may like to present at the time of opening of both “Part – I” and “Part – II”. The schedule of opening may be altered depending on unavoidable circumstances.
9. **Details of Work:** The details of the work may be seen in the tender documents / papers or from the tendering wing of the Engineering Section.
10. **Departmental Materials:** The recovery rates for departmental materials are as follows:  
Cement: **Rs. 7, 050.00 / MT**
11. The tendering authority is not bound to accept the lowest rates and reserves the right to cancel any or the entire tender / (s) without assigning any reason there to.
12. The rate quoted in the proper place of the tender form enclosed with the tender documents shall only be treated as valid and no other conditions along with or submitted later on shall be acceptable.
13. 1 % Cess will be deducted from the Bill (s) for welfare of labour as per Govt. notification.
14. The maintenance period of the work to be considered as **1 (One) year** from the date of completion of the work and security money will be released after this period.

**Chief Executive Officer**  
**Siliguri Jalpaiguri Development Authority**

Memo No.:.....

Date:.....

**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, PW (Roads), SHC-IV, Shaktigarh, Siliguri.
10. Superintending Engineer, Northern Circle, PWD, Jalpaiguri.
11. Executive Engineer, North Bengal Construction Division, PWD, Siliguri.
12. Executive Engineer, Construction Board, Gayaram Build, H.C. Road, Siliguri.
13. Executive Engineer, Darjeeling Division, PWD.
14. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
15. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.
16. A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in website.

**Chief Executive Officer**  
**Siliguri Jalpaiguri Development Authority**