

UTTARPARA KOTRUNG MUNICIPALITY

Email:-uttarparakotrungmunicipality@gmail.com

Website - www.uttarparamunicipality.in

NIQ NO -.UKM/011/WW/2022-23

Date-12.08.2022

Memo No -.5/4244

Date-12.08.2022

NOTICE INVITING QUOTATION for “Maintenance of Pump and Minor Electrical Works of Deep Tube wells including Manpower utilization Under Uttarpara Kotrung Municipality from ward no.01 to Ward no. 24.”

Name of the Work – “Maintenance of Pump and Minor Electrical Works of Deep Tube wells including Manpower utilization Under Uttarpara Kotrung Municipality from ward no.01 to Ward no. 24.”

Chairman , Uttarpara Kotrung Municipality invites sealed rate quotations from bonafied agencies/Contractors having requisite criteria as mentioned below. The quotation be submitted in a sealed envelop mentioning name of the works , quotation no ,and date at the top of the envelop .

Quotation is to be submitted ,addressing to the Chairman, Uttarpara Kotrung Municipality during office hours as per scheduled date mentioned below .

Validity of Work – 3 months from the date of issuance of the work order and may be extend after successful completion of the work that will be decide by the Municipality.

Specification of Work :- – Maintenance of pump including motor and minor electrical works of deep tube wells excluding cost of materials and if the material is not available at the stock of the municipality then the agency need to purchase and fix them , then submit the bill to the municipality for payment, Manpower utilization if any as decided by the Department and to convey information (if any) between dept. , CESC , WBSEDCL and Operators.

Additional Clauses – a) Visit the pump houses , checking the pump, Electrical Panel (Starter Box ,Main Switch Panel Box , Automatic Panel Box , Busbar Chamber etc.) and pump house related Electrical Works.

b) Submit visit report to the concerned Department.

c) Need Quick response in case of emergency.

d) Submit contract Number of Nodal Person to contract at any time .

e) Municipality has the authority to terminate the contract at any point of time.

f) One person always need to be stationed at the concerned department by the agency so that problem can be solved at an earliest.

Critical Date:-

Sl. No	Particulars	Date & Time
01	Date and Uploading of NIQ & Other Documents	13.08.2022
02	Last date of submission of Bid	27.08.2022(1.00pm)
03	Date and time of opening of Bid	27.08.2022 (3.00pm)

Opening of Quotation : Quotation will be opened on 27.08.22 at 3.00 pm. Interested bidder may remain present during opening of Quotation .

Eligibility criterion for participating in the Quotation process :-

A	Income Tax Returns for the last quarter for the Financial year 2021 - 22
B	Financial Statement for the year 2020 -21(P/L & Balance Sheet)
C	Photocopy of Pan Card.
D	Photocopy of a Valid Trade License related with the works.
E	Photocopy of GST Registration Certificate.
F	Photocopy of current Professional Tax challan.
G	Document related with credential against execution of same nature of Work.

Terms and Conditions:-

1. Agency/Contractor shall be responsible for the job.
2. Each work be executed will prior intimation to the In Charge of Water Works Department .

Issue of Work Order:- Work order will be placed with the successful applicant.

RATE:- The price is to be quoted in Indian Rupees including. GST(Including all Taxes) .

PAYMENT TERMS: -

Payment will be made through e - payment system (ECS/RECS/RTGS) or Cheque after execution of work in good condition. Bill be placed , certificate etc. in due time which will be verified accordingly and on the availability of the Fund the said bill be paid.

On being selected, the successful Agency/Contractor will have to submit one application to The Chairman , Uttarpara Kotrung Municipality. Stating the name of the payee/ recipient, Bank account no with MICR code, IFSC of the payee/recipient for making e payment.

No manual payment is allowed to be made as far as practicable.

The Tender Selection Committee reserves the right to cancel the N.I.Q. without citing any reason thereto and no claim in this respect will be entertained.


Chairman

Uttarpara Kotrung Municipality

Memo No.5/4244

Date-12.08.2022

Copy Forwarded for information to:-

1. EO, Uttarpara Kotrung Municipality
2. FO , Uttarpara Kotrung Municipality
- 3.The Head Clerk
4. Sri Aritra Ghosh S.A.E(Water Works).
5. The District Information & Cultural Officer, Hooghly.
- 6.Notice Board, Uttarpara Kotrung Municipality


Chairman

Uttarpara Kotrung Municipality