

## UTTARPARA KOTRUNG MUNICIPALITY

Email:-uttarparakotrungmunicipality@gmail.com  
Website - www.uttarparamunicipality.in

NIQ NO -.UKM/Electrical/004/2021-22

Date-10.09.2021

Memo No -.4/4118

Date-10.09.2021

**NOTICE INVITING QUOTATION** for “Operation, maintenance and regular cleaning of Bhadrakali Shibtala Electrical Crematorium.

**Name of the Work** – “Operation, maintenance and regular cleaning of Bhadrakali Shibtala Electrical Crematorium” through deployment of 3 Nos. of Operators and 3 Nos. of Doms.

**Fund to be utilised** – Own Fund.

Chairperson ,Board of Administrator, 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 Chairperson,Board Of Administrator, Uttarpara Kotrung Municipality during office hours as per scheduled date mentioned below .

### Terms and Conditions:-

1. Agency/Contractor shall be responsible for operation, maintenance and regular cleaning work of the Bhadrakali Shibtala Electric Crematorium .
2. Agency/Contractor shall engage 3 Nos. of Operators to do the operation and 3 Nos. of Doms to work in the Crematorium and provide 24 hours service at Bhadrakali Shibtala Electrical Crematorium .
3. Agency/Contractor shall also maintain the overall cleanliness and look after the beautification of the Electrical Crematorium.
4. ESI or EPF contribution of workers be paid by the agency itself.

### Submission of Quotation :- Critical Date:-

Sl. No	Particulars	Date & Time
01	Date and Uploading of NIQ & Other Documents	11.09.2021
02	Last date of submission of Bid	21.09.2021(3.00pm)
04	Date and time of opening of Bid	21.09.2021 (5.00pm)

**Opening of Quotation** : Quotation will be opened on 21.09.21 at 5.00 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 2019-20
B	Financial Statement for the year 2019 -20 (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.

**RATE:-**

The price is to be quoted in Indian Rupees including GST, and others both in figure and in words in monthly basis .

**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 along monthly , 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 Chairperson,Board of Administrator, 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.

  
Chairperson  
Board Of Administrator  
Uttarpara Kotrung Municipality

Memo No.4/ 4118 (4)

Date-11.09.21

Copy Forwarded for information to:-

1. EO, Uttarpara Kotrung Municipality
2. FO , Uttarpara Kotrung Municipality
3. The District Information & Cultural Officer, Hooghly,
4. Notice Board, Uttarpara Kotrung Municipality

  
Chairperson  
Board Of Administrator  
Uttarpara Kotrung Municipality