

UTTARPARA-KOTRUNG MUNICIPALITY
TENDER NOTICE NO. UKM/008/PHC/2021-22 DATED – 13/08/2021

Memo No. 6/2942

Date: 13/08/2021

Chairperson, Board of Administrators, Uttarpara-Kotrung Municipality invites Sealed tender from the bona fide, reputed with financially solvent agencies for engaging of 10 nos. Driver and 20 nos. unskilled Labour for 10 nos. of Four Wheel Auto Tipper for the purpose of SWM & Special Cleanliness Drive and 32 nos. Unskilled Labour for road sweeping ,drainage cleaning , Ganga Ghat cleaning, cleaning of drainage outfall at the river Ganga and Screened drains and covered drains on emergency basis for undertaking daily operation in the terrain of Public Health & Sanitation in order to uphold the services being rendered in to the Municipal localities.

The following are the Terms and Conditions for applying the said Tender:

The tender in a sealed envelope, mentioning name of the work/supply items, tender no, and date at the top of the envelope, be submitted addressing to the Chairperson, Board of Administrators, Uttarpara-Kotrung Municipality during office hours on the scheduled date as mentioned below.

01. Critical Date:

- (1) Date of publishing of tender **14 .08.2021**
- (2) Last date of submission of tender is **27.08.2021** (up to 3.00pm)
- (3) Date of opening of tender on **27 .08.2021** at about 4.00 pm

02. Earnest Money :

Necessary earnest money to be submitted for participation in the Tender through Demand Draft/Pay order is appended in the table below:

In favour of	Earnest money
The Chairperson, Board of Administrators, Uttarpara-Kotrung Municipality.	Rs 2,000.00 (Two Thousand) only

The Earnest Money will be refunded after finalization of the tender or within 1 (one) month from the date of opening of tender whichever is later against the specific prayer of Tenderer.

03. Cost of Tender Paper :

The person intending to participate in the tender may obtain the tender form from Uttarpara-Kotrung Municipality during office hours from **.08.2021** to **.08.2021** till 02.30 pm on payment of Rs 1000/-(One Thousand) only as cash deposited in the cash section of Uttarpara-Kotrung Municipality. **No downloaded form will be accepted .**

04. Criteria to participate in the Tender : -

The intending tenderer must have minimum one year experience in such above mentioned work.

Tenderer having valid **GSTIN number, PAN, Trade License (related with the works), Professional Tax (up to date), Registration of W.B. Contract Labour (Regulation & Abolition) Act and possesses valid ESIC & EPF Registration Certificates, I.T. Return (for last quarter of 2019-20), & Financial Statement for the year 2019-20 (P/L & Balance Sheet), credential of against execution of same nature of work** are entitled to participate in the tender process.

05. Machine should be deployed at various sites within the municipal area or outside the municipal area as per necessity of the municipality.

06. The whole work shall be carried out as per direction given by the official, In-charge of Sanitary Inspector of the respective department of this municipality.

07. **Log Book** to be provided for maintaining and daily recording DOL, Work done details in different location of work site.

08. Municipality reserves its right to accept or reject anyone or all the tenders without assigning any reason, thereof.

09. **Other terms and conditions:-**

The tenderer may remain present during opening of quotation. The tenderer should quote his rate in Indian Rupee including all taxes, operator and labour charges and other operating charges. No further charges will be entertained in this regard.

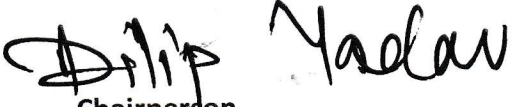
Details of services to be rendered.	Operation	Other Condition	Terms of agreement & Payment details
01. Duty Hour- 07:00 AM to 04:00 PM all working days excluding National Holydays. 02. Reporting Details	01. Driver, Helper be provided by the Contractor	01. Fuel be provided on the basis of Km run by the office for which a log book be maintained	01. For two years (from the date of issue of work order) which will be renewed on the basis of satisfactory certificate. 02. Bill be submitted to the Department within 10th of each month and payment will be done within 20th of each month

10. The successful bidder/supplier should engage the drivers and unskilled labours as asked above with the details as required for creation of beneficiary. A list of the personnel's along with their **Bank account**, **IFSC Code**, **Aadhaar no.**, **Telephone no.**, to be produced with this tender documents. The amount as wages be paid to those personals in their bank account only. No amount be paid in favour of the L-1 agency, who would engage the labour/driver personals. An agreement be executed after issuing Work Order with the L-1 Bidder/ Agency.

11. Safety, security, insurance related matter and other liabilities of the engaged personnels will born on the Agency/Bidder. Any grievances towards those labour /driver personnel be intimated to the agency by the In-Charge of Conservancy Deptt, which shall be met immediately by the agency.

12. **Payments** only be made on the basis of availability of fund accordance with the performance of jobs in the following manner. Monthly bill, in duplicate, has to be submitted to the Public Health & Convenience Dept. of this Municipality within 1st week of next month for the necessary processing of release of the payment subject to satisfactory note of the O/C of concerned Dept.

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


Chairperson

Chairperson
Board of Administrator
Uttarpara-Kotrung
UTTARPARA-KOTRUNG MUNICIPALITY

Memo No- 6/2942 (3)

Date - 13 .08.2021

Copy forwarded to :

1. Executive Officer, UKM
2. Finance Officer, UKM
3. Notice Board at UKM


Chairperson

Chairperson
Board of Administrators
Uttarpara-Kotrung Municipality
UTTARPARA-KOTRUNG MUNICIPALITY