

UTTARPARA-KOTRUNG MUNICIPALITY
TENDER NOTICE NO. UKM/011/PHC/2021-22 DATED – 13/08/2021

Memo No. 6/2945

Date: 13/08/2021

Chairperson, Board of Administrators, Uttarpara-Kotrung Municipality invites Sealed tender from the bona fide, reputed with financially solvent agencies for supply of Banner hoarding, Leaflet and deployment of Tablo regarding IEC activities undertaken by the ULB, on the basis of conducted for an awareness generator of SWM within this Municipality of all 24 wards. The following are the Terms and Conditions for applying the said Tender:-

The tender in a sealed envelope, mentioning name of the work/supply, 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 3pm)
- (3) Date of opening of tender on **27.08.2021** at about 4 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

03. Specification of the item to be procured: -

Sl No.	Item	Quantity	Specifications
1.	Banner & Hoarding	05 nos. (each ward)	(8'6") fittings with wooden frame
2.	Leaflet	5000 pcs.	(11"x8.5") (Art Paper) Both side Four color offset print 125 GSM
3.	Tablo	03 nos.	Tablo cover with Banner related IEC activities, sound box, microphone, driver and announcer and with fuel. Time : 9.00am to 12.00pm, & 4.00pm to 7.00 pm.

04. 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 **14.08.2021** to **27.08.2021** till 02.30 pm on payment of Rs 1000/- (One Thousand) only in cash deposited in the cash section of Uttarpara Kotrung Municipality. **No downloaded form will be accepted .**

05. Criteria to participate in the Tender : -

Tenderer having valid GSTIN number, PAN, P Tax, Trade License, I.T. Return (for last quarter of 2019-20), & Financial Statement for the year 2019-20 (P/L & Balance Sheet) are entitled to participate in the quotation process.

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

07. Other terms and conditions:-

The tenderer should quote his rate inclusive of all taxes, keeping conformity with the existing market price of the product to be acquired .

The tenderer may remain present during opening of tender. The tenderer should quote his rate in Indian Rupee including all taxes. No any other charges will be entertained in this regard.

08. **Payments** only be made on the basis of availability of fund accordance with the performance of jobs in the following manner.

The authority does not bind itself to accept the lowest bidder and reserves the right to accept or reject any or all tender without assigning any reason whatsoever.


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

Memo No- 6/2945 (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 Board of Administrators
Uttarpara-Kotrung Municipality
UTTARPARA-KOTRUNG MUNICIPALITY