



OFFICE OF THE EXECUTIVE ENGINEER
BPPD - I, E&AM SECTOR, KMDA
2ND FLOOR, KIT MARKET COMPLEX
JADAVPUR, KOLKATA - 700032.

**Kolkata
Metropolitan
Development
Authority**

Memo no.: 127/EE/BPPD-I/E&AM/KMDA/W-17(Pt-V)

Date: 04/01/2018

NIQ NO.: 12/Q/EE/BPPD-I/E&AM/KMDA of 2017-18

Sealed Quotations are hereby invited by the Executive Engineer, BPPD-I, E&AM sector, KMDA at KIT Market complex building (2nd floor), Jadavpur, Kolkata-32 from bonafide reliable and resourceful Contractors for the following work.

Sl. No.	Name of the work	Unit	Cost of Quotation paper (Rs)	RATE (Rs)
1	Sweeping, cleaning within the premises of Satyajit Ray Park such as paved, unpaved, lawn, all inside & outside of the earmarked rooms of each occasion and trimming of hedges, plants etc. at Satyajit Ray Park, Patuli for the period of four months.	1 Job	850.00 (Non-refundable) in the shape of Bank Draft/ Pay Order of any scheduled Bank drawn in favour of "KMDA"	To be quoted (excluding GST)

NB: The rate to be quoted excluding of GST. GST will be paid separately if applicable and admissible.

Detailed NIQ Proceedings are as follows:

1)

- i) Last date of receiving application : 15.01.2018 up to 12 noon
- ii) Permission to purchase : 15.01.2018 up to 3.00 pm
- iii) Sale of quotation document : 16.01.2018 up to 4.00 pm
- iv) Date and time for submission of quotation : 22.01.2018 up to 1.00 pm
- v) Date & Time for Opening quotation : 22.01.2018(2.00 pm onwards)

A) Quotation documents will be sold only to the permitted quotationers from the Office of the Executive Engineer, BPPD-I, E&AM Sector, KMDA. , KIT Market Building Complex, (2nd. Floor), Jadavpur, Kolkata-700 032.

B) Sealed Quotation will be received in the Tender Boxes on or before the Schedule date and time as mentioned above to the office of the Executive Engineer, BPPD-I, E&AM Sector, K.M.D.A., K.I.T. Market Complex, (2nd.floor), Jadavpur, Kolkata- 700 032.

Quotation documents will also be receivable by the register post within the specified time and date. However, no claim towards postal delay in either way would be entertained under any circumstances.

2) Detailed documents are to be submitted with the application:-

- a) Latest three years Income Tax return
- b) PAN CARD.
- c) Professional Tax Enrolment Certificate with current year challan
- d) Renewed Trade License.
- e) Valid fifteen digits Goods & Service Taxpayer Identification Number (GSTIN) under GST Act. 2017.

- f) Written declaration in the form of AFFIDAVIT before Notary (Original) as to correctness to all documents submitted by the quotationers and a declaration of penalty/department etc faced by him under ant Govt./Autonomous Body, Institution etc.

All other above documents should bear "Submitted by me" with Signature and Office Seal of quotationer.

The Original documents as stated above must also be produced for verification when called for by the KMDA Officials.

The successful quotationer will have to execute 6 sets of Formal Agreement which include one original Agreement as per norms of the KMDA.

3) Scope of work:-

- i) Sweeping, cleaning within the premises of the park such as paved, unpaved, lawn, all inside & outside of the earmarked rooms in every day and shift the same garbage immediately to the place as earmarked by KMC Conservancy Department.
 - ii) Trimming of hedges, plants etc in every month
 - iii) Cleaning the floating leaves or other any substances from three ponds in every weeks
 - iv) Cleaning the internal peripheral drains and front side drain in every fortnight
 - v) Engaged at least one labour for cleaning the food waste or etc on demand on each social activity in round the clock.
- 4) Successful quotationer will have to deposit 2% of their quoted amount as security money in due course.
- 5) Quotationers are requested to quote their rate in number as well as words as per above prescribed format in company letter head.
- 6) The quotation should be submitted in the prescribed form in English. All literatures and correspondence in connection with the quotations shall be in English.
- 7) The Quotation Inviting Authority reserves the right to accept or reject any quotation without assigning any reason whatsoever.
- 8) Further details may be available in the office of the undersigned. Executive Engineer, BPPD-I/ E&AM Sector/KMDA

Executive Engineer,
BPPD-I/ E&AM Sector/KMDA

Memo No.: 127/1(18)/EE/BPPD-I /E&AM/ KMDA/ W-17(Pt.-V)

Dated - 04/01/2018

Copy forwarded for information and wide circulation to:-

1. The Chief Engineer-I-C, E&AM Sector, KMDA
2. The Superintending Engineer, CRS Circle, E&AM Sector, KMDA
3. The Superintending Engineer, Construction Circle, E&AM Sector, KMDA
4. The Dy. Secretary, P.R.Cell, KMDA, Salt Lake, Kol-700 091 -Enclosed 4(four) copies of this NIQ for circulation as per prevailing norms of KMDA.
5. The A.C.F.A, E&AM Sector, KMDA
- 6-13. The Executive Engineer, BPPD-II, ECPD-I/II, CD-II, CRS, SFD, Div.-V, CSD E&AM Sector, KMDA
14. The R.A.O, KMDA
15. The Estimator, BPPD-I, E&AM Sector, KMDA
16. The Account Assistant, BPPD-I, E&AM Sector, KMDA
17. NOTICE BOARD, BPPD-I, E&AM Sector, KMDA
18. Office Copy

Executive Engineer,
BPPD-I/ E&AM Sector/KMDA