



GOVERNMENT OF WEST BENGAL
OFFICE OF THE SENIOR JOINT COMMISSIONER
COMMERCIAL TAXES, KHARAGPUR RANGE
RUPNARAYANPUR, JAKPUR, PASCHIM MEDINIPURE-721301



TENDER NO: 751

DATED:- 27.07.2018.

Supply of water filter with chiller machine (AGCCP) at the Offices of the Sr. Joint Commissioner, Commercial Taxes, Kharagpur Range , Rupnarayanpur , Jakpur , Kharagpur , Paschim Medinipur 721301 for its Offices at Kharagpur Range , Chichira Outpost & Sonakonia Outpost

Tenders , Quotations are invited from experienced, resourceful and bonafide agencies/ firm/Associations of persons / Un-employed Labour Co-operative/ Limited Companies/ LLP's etc . for (1) supply , installation and maintainance of Aqua Guard (AGCCP model) water purifier cum cooler machines at the Offices of the Sr. Joint Commissioner, Commercial Taxes, Kharagpur Range , Rupnarayanpur , Jakpur , Kharagpur , Paschim Medinipur 721301 for its Offices at Kharagpur Range , Chichira Outpost & Sonakonia Outpost

SUBMISSION & OPENING OF TENDER

Last date & time of submission of tender	09 th August , 2018 at 12:00 PM.
Date of Opening The Technical Bid of Tender:	09 th August , 2018 at 02:00 PM..
Date of Opening The Price Bid of Tender:	Immediately thereafter

Quality is the essence of the service to be rendered. Services are to be performed to the satisfaction of that office. Payment will be made upon submission of proper bills after execution of the work .

SCOPE OF WORK:

1	Kharagpur Range	02 machines
2	Chichira Outpost	01 machine
3	Sonakonia Outpost	01 machine

- Providing the supply & service for 24 hours round the clock at the premises mentioned above
- Observance of instructions pertaining to operational aspects issued by the Authorities from time to time.
- Repairing , servicing and maintaining the same through its own mechanisms / personnel ensuring un interrupted use of the same . In case equipment needs to be replaced it should be done immediately at the cost and expenses of the Tenderer so that there is no disruption .

Sd/- B. Dasgupta
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INSTRUCTIONS FOR TENDERER:

- a. Tender must be submitted in two parts, i.e., (i) Part-A, Technical Bid and (ii) Part- B, Price Bid.
- b. Technical bid should contain all the documents like, signed tender documents, Instructions for tenderer, Pre-qualifying requirement, General terms & conditions, duly filled & signed by the tenderer.
- c. Only one set of tender document duly signed , stamped and numbered on each page by authorized representative of tenderer/ tenderer shall be submitted. Tenderer should note specifically that all pages of tender document submitted by them (after signing/ stamping on each page) as a part of their offer. Price shall not be mentioned by them anywhere in the techno-commercial portion of offer. Price shall be mentioned in the relevant price bid only .
- d. Price should be mentioned only in the "Part-B, Price Bid Format" The rate quoted should comply with statutory requirements
- e. On the date of opening of tender, Technical Bid shall be opened first to select the eligible tenderers. Price Bid will be opened on the scheduled date only in respect of those tenderers, whose bids are found technically acceptable.
- f. Office of **Sr. Joint Commissioner, Commercial Taxes, Kharagpur Range , Rupnarayanpur , Jakpur , Kharagpur , Paschim Medinipur 721301** reserves the right to accept or reject any or all offer without assigning any reason thereof. In addition, **Office of the Sr. Joint Commissioner, Commercial Taxes, Kharagpur Range , Rupnarayanpur , Jakpur , Kharagpur , Paschim Medinipur 721301** shall not entertain any correspondence from bidders in this matter.
- g. The undersigned reserves the right to negotiate the rates, terms and conditions with the lowest tenderer or any of the other tenderers to ascertain the suitability of the acceptable offer.
- h. The tenderers or their representative may attend the opening of both the Bids (Part A & B) which shall be opened at Office of **The Sr. Joint Commissioner, Commercial Taxes, Kharagpur Range , Rupnarayanpur , Jakpur , Kharagpur , Paschim Medinipur 721301** at the designated times .

PART-A

(I) Terms & Conditions to be followed for the Technical Bid.

- a) Multiple quotations by a single agency will not be entertained.
- b) Joint ventures will not be entertained.
- c) Rate quoted should be **all** inclusive . Extra charges of any kind will not be entertained . Services during the Warranty period (offered by the manufacturer) will be the exclusive liability of the supplier . Preferable rates for AMC should also be quoted .
- d) Failure to carry out the obligations of the successful bidder may result in blacklisting of the supplier debarring him from executing any work in the Offices of the undersigned (including any ongoing work / supply), both future and present .
- e) The machines will have to be installed and **operationalized** at the designated Offices listed above .

(II) An intending agency shall submit attested copies of the following documents

- a. Valid Trade license .
- b. PAN Card.
- c. Profession Tax Registration certificate with current challan.
- d. GST Registration certificate (where applicable)
- e. Certificate of Shops and Establishments (where applicable)
- f. Income tax return for last three years.
- g. Audit Report for last three years (where applicable).
- h. Firm/Company/ LLP registration certificate.(where applicable).

Sg/2
(MOHAMMED ZAFRULLAH)
Senior Joint Commissioner
Commercial Taxes, Kharagpur Range

Copy forwarded for wide circulation to :

Memo No - 751/1

Date - 27.07.2018

- 1) The Senior Joint Commissioner, Commercial Taxes, ISD Cell
- 2) The District Magistrate, Paschim Medinipur
- 3) The Sub-Divisional Officer, Kharagpur
- 4) The Chairman, Kharagpur Municipality
- 5) Office Notice Board of o/o the Senior Joint Commissioner, Commercial Taxes, Kharagpur Range



Mohammed Zafrullah
(MOHAMMED ZAFRULLAH)
Senior Joint Commissioner
Commercial Taxes, Kharagpur Range