

Government of West Bengal  
Office of the Commissioner of Police  
18, Lalbazar Street, Kolkata-700 001.

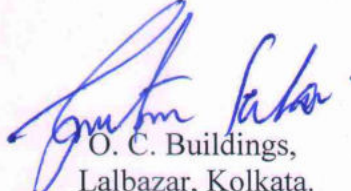
No. Q-003/H/22-23

Date- 03-08-2022

NOTICE INVITING QUOTATION

Sealed quotation in printed form are invited for the following works from eligible firms as per particulars given below :

1. Name of work : Essential wooden flooring work for designing and fabrication of Tableau i/c/w Independence Day Parade' 2022 at Red Road, Kolkata. Details in Annexure-A
2. Eligibility : All bonafide contractors /firms having experience in essential temporary work.
3. Estimated cost :Rs. 94450/-
4. Last date for submission of the tender : 10-08-2022 upto 15.00 hrs.
5. Time allowed for completion of works : 03(three) days after the issue of Work Order.
6. The intending firms may inspect the site on any working day during office time .
7. The intending firms will have to submit copy of valid Certificate of up to date Clearance of the Income Tax, Sales Tax, Professional tax, G.S.T and Credential to submit Quotation /Tender for the work
8. Sealed Quotations addressed to The Commissioner of Police, 18, Lalbazar Street, Kolkata-700001 may be dropped in the box kept in front of the office of the Officer-in-Charge, Building Section, 2<sup>nd</sup> floor, Northern Building at 18, Lalbazar Street before the last date.
9. Sealed quotation may also be sent by Registered Post / Speed Post superscribing the envelope as "Quotation in response to Notice No. Q-003/H/22-23 dt- 03-08-2022." so as to reach on or before the last date.

  
O. C. Buildings,  
Lalbazar, Kolkata.

Annexure-A

Name of works: Essential installation for designing and fabrication of tableau in connection with Independence Day on dated 15.08.2022 at Red Road under Kolkata Police

No.	Description of item	Qty	Rate	Unit	Amount
1	Wooden flooring etc.	1.00	79250.00	unit	79250.00

Add 9% CGST 7132.50

Add 9% SGST 7132.50

Total 93515.00

Add 1% L.W.Cess 935.15

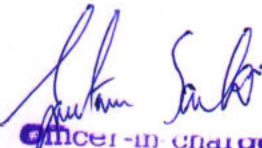
Grand Total 94450.15

Say Rs. 94450.00

(Rupees Ninety Four Thousand Four Hundred and Fifty Only)

## TERMS & CONDITIONS OF TENDERS

1. All works to be carried out in a manner according to specification for original work now in force as the regional works and building department circle.
2. All materials tools and plant and labour, the housing, water supply and transport will have to be provided by contractor at their own cost inclusive of sales tax and other charges.
3. No extra work will be allowed to without prior approval.
4. The contractors are requested to inspect the schedule of nature of works at site to save all eventualities connection with works. Any other information may be obtained from the O/C Buildings Office, Lalbazar, any place of ignorance after submission of tender by the contractors will not be considered.
5. The quantities as shown against the item of work can be verified according to nature of works actually requirement be done soon after containing the written approval of the It Jt.CP(O), but contractors are liable for execution of varied quantities at their accepted rates. The rate of the addition item which are not found in the enclosed schedule will be base on building schedule of the regional works and buildings circle subject to approval of proper authority.
6. The contractors submit tender enclosed with Trade License Income Tax rectum, GST Credential, Under taking of listed, failure to which will be disqualified.
7. Earnest money should be deposited.
8. The earnest money will be forfeited if the work is not done as per specification and for if the work is not taken up within 7(Seven) days receipt of work order.
9. The selected contractors shall have to deposit for tender Security deposit in favour of the Commissioner of Police Kolkata in Bank Guarantee bond /F.D.R/Bank Draft etc of any nationalized bank and to execute an agreement of contract within seven(7) days from the date of issue of the acceptance letter failing which the letter of acceptance, so issued may be treated as cancelled as well as the earnest money so deposited may be forfeited and the firm may be blacklisted.
10. The Commissioner of Police Kolkata reserves the right to reject any / or all the tendered rates without assigning any reason and also to distribute the said works among the tenderers. There is no guarantee that the lowest tender will be accepted by the authority concern.
11. Tender addressed to the Commissioner of Police. Kolkata should be sent in a sealed cover super scribed name of tender to be dropped in the sealed TENDER BOX to be kept the O/C Buildings Office. Lalbazar at 18. Lalbazar Street, Kolkata-700001 within 15.00 hrs on last date.
12. The Tender Committee will open the sealed tender in the Committee Room of Lalbazar, The tenderers may be present or send their authorized representatives at the time of opening the sealed tender box.


  
**Officer-in-Charge**  
**Building Section**  
**Lalbazar**

**PERCENTAGE TENDER AND CONTRACT FOR WORKS GENERAL RULES AND DIRECTIONS FOR THE  
GUIDANCE OF CONTRACTORS**

1. All works proposed for execution by contract will be notified in a form of invitation to tender posted in public places and signed by the O/ C Buildings Office, Lalbazar.

This form will state the work to be carried out, as well as the date of submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the tender and the amount of the security deposit to be deposited by successful tenderer and the tender and the percentage, if any, to be deducted from bills, copies of the specifications, design and drawings and any other documents required in connection with the work signed for the purpose of identification by the O/C Buildings Office, Lalbazar, shall also be open for inspection by the contractor at the office of the O/C Buildings, Lalbazar, during office hours.

2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney is to be produced with the tender and same in the case of a firm carried on by one member of a joint family, it must be disclose that the firm is duly registered under the Indian Partnership Act.
3. Receipts for payment made on account of work, when executed by a firm, must also be signed by the several partners except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having authority to give effectual receipts for the firm.
4. Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenders which propose any alteration, in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer written outside the envelope.
5. The Tender Committee will open tenders in the presence of any intending contractors who may be present at the time and will enter the amounts of the several tenders in a comparative statement in a suitable form. In the event of a tender being accepted, a receipt for the earnest money forwarded therewith shall there upon be given to the contractor who shall there-upon for the purpose of identification sign copies of the specification and other documents mentioned in Rule 1. In the event of a tender being rejected the earnest money forwarded with such unaccepted tender shall be refunded through normal procedure.
6. The accepting authority reserves the right to reject any or all the tender without assigning any reasons and he will not be bound to accept either the lowest tender or any of the tenders.

  
**Officer-in-charge**  
**Building Section**  
**Lalbazar**