

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

No. Q- 019/Gen/24-25

Date- 08.01.2025


NOTICE INVITING QUOTATION

Sealed quotations are invited in the following format from eligible firms as per particulars given below :

1. Name of work Necessary Annual maintenance including engine oil (without spare parts) & routine check up for smooth functioning **5 KVA DG (Kirloskar Make Model-EA10G1)** set for 02 years in the residential office of Ld. Commissioner of Police , Kolkata at 2, Loudan Street, Kolkata .

Sl. No.	Name of work	Total Quantity	Quoted Base Rate	Applicable GST	Total Amount (incl. GST)
1.	Necessary Annual maintenance including Engine oil (without spare parts) & routine check up for smooth functioning 5 KVA DG (Kirloskar Make Model-EA10G1) set for 02 years in the residential office of Ld. Commissioner of Police , Kolkata at 2, Loudan Street, Kolkata	01 No.			
Signature of Firm with stamp					

2. Eligibility : All bonafide contractors /firms having experience / valid license for this type of field.
3. Last date for submission of the quotation : **22. 01.2025** upto 15.00 hrs.
4. The intending firm must state the total cost of the work he is willing to undertake.
5. The intending firms will have to submit copy of valid Certificate of up to date Clearance of the Trade License, Income Tax, PAN, Professional tax, G.S.T and Credential to submit Quotation.
6. Security money @ 3% of the Quotation amount with agreement is to be submitted before issue of Work Order.
7. Sealed quotation 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, 2nd floor, Northern Building, 18, Lalbazar Street, Kolkata-700001 before the last date.
8. Sealed quotation may also be sent by Registered Post / Speed Post superscribing the envelope as "Quotation in response to Notice No. **Q- 019/Gen/24-25 dt. 08.01.2025.**" so as to reach on or before the last date.
9. The Quotation Committee will open the sealed quotation and the agencies may be present or send their representative at the time of opening the quotation
10. The acceptance authority reserves the right to reject any of all the quotations without assigning any reason and will not be bound to accept either the lowest quotation or any of the quotations.
11. Firms/Agencies who are willing to comply with the above criteria only should submit rate.


O.C. Buildings,
Lalbazar, Kolkata