

# BALURGHAT MUNICIPALITY



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Memo No – 1879 /PW - 1

Date – 13/09/2023

**NOTICE INVITING e-QUOTATION NO: MAD/ULB/BLGT/PW/16/23-24**

Name of work: - Supply of 2 nos. FRP Paddle Boat 4 (Four) Seater each & 1 no. Mickey Mouse Slider Bouncy for Banolata Park including all taxes and 2(two) years maintenance under Balurghat Municipality (As per enclosed list in Annexure – 1).

1. Applications are invited as specified by the Chairman, Balurghat Municipality, P.O- Balurghat, Dist- Dakshin Dinajpur. Invites e-QUOTATION (Electronic Quotation) from eligible resourceful & bonafied contractors for the year 2023-2024.
2. Applicants willing to take part in the process of e-Quotation will have to be enrolled & registered with the Government e-Portal system through logging on to <https://wbtenders.gov.in> using the option —Click here to Enroll. Possession of a Valid Class II Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the Quotation submission activities through this web site. Digital Signature Certificates can be obtained from the authorized certifying agencies, details of which are available in the web site <https://wbtenders.gov.in>
3. Intending quotationers can search and download NleQ and other tender documents electronically by logging on to the website <https://wbtenders.gov.in>, using his Digital Signature Certificate (DSC). This is the mode of collection of quotation documents electronically.
4. For participating in the tender, the earnest money will be deposited by the bidder through the following payment mode as per Finance Department Order No. 3975-F(Y) dated 28<sup>th</sup> july, 2016 (Annexure – A) – a) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway. b) RTGS/NEFT in case of offline payment through bank account in any bank. Tender will be declared informal if Earnest money is not submitted as directed above.
5. A prospective Quotationers shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.
6. **Eligibility criteria for participation in Quotation:**
  - i) The prospective Quotationers who are eligible to participate (Manufacturer / Authorized Dealer of a reputed company/Supplier etc.) should have sufficient resources, sufficient experience during the last 5 (five) years prior to the date of issue of this Notice single similar nature work under the State/Central Govt. Undertaking, Board/Corporation, Local Bodies or similar Govt. Organization etc., **having a credential of a similar nature of completed work of at least 40% of the quoted amount put in quotation or 2 (two) similar nature of completed work, each of the minimum value of 30% of the quoted amount put in quotation or one single running work of similar nature which has been completed to the extent of 80% or more and value of which is not less than the desired value i.e, 40% of the quoted amount put in quotation.** Scanned copy of Payment certificates or completion certificates issued by the Concerned Execcuting Authority should be uploaded as Non-Statutory Document through online.
  - ii) Uploading of scanned copies of Pan Card, up to date Income Tax Return receipts, up to date Professional Tax receipts, up to date GST Registration Certificate, valid Trade License in the Technical Proposal as Non Statutory Documents.
  - iii) Registered Unemployed Engineer's Co-Operative Societies and Registered Labour Co-Operative Societies are to upload the documents apart from the documents mentioned under Cl. 6(ii) Registration certificate, Bye Laws, audited balance sheet showing up to date accounts as Non Statutory Documents.
  - iv) The Partnership Firm shall furnish the registered partnership deed and the company shall furnish the Article of Association and Memorandum as Non Statutory Documents.

**The Quotation Documents shall consist of the following documents:**

- i. NleQ

## 7. Submission of Quotations

### 7.1 General process of submission

Quotations are to be submitted online through the website, in one folder, at a time for each work, one is Qualifying Bid and the other is Financial Bid, before the prescribed date and time mentioned in Table-1.

Using the Digital Signature Certificate (DSC), the documents are to be uploaded virus scanned and digitally signed. The documents will get encrypted (transformed into non-readable formats).

#### a. Statutory folder containing,

- i) Application in letter headed pad duly signed in. Letter head should contain full address, telephone no. mobile no, fax & e-mail.
- ii) Notice Inviting Quotation

#### Note:

- i. Only downloaded copies of the documents are to be uploaded, virus scanned and digitally signed by the contractor.
- ii. Quotations will be summarily rejected if any item in the statutory cover is missing.
- iii. Necessary deduction i.e. G.S.T., I.T., CESS, Royalty etc. will be made as per relevant Govt. order.

#### b. Non-Statutory Technical cover containing,

- i. Up to date Professional Tax (PT) Clearance receipts, GST, PAN Card & Income Tax Return receipts valid up to the date of opening of the tenders. Valid application for such clearance addressed to the competent authority may also be considered, if necessary.
- ii. Registered Deed for Partnership Firm, if applicable with notary.
- iii. For Registered Unemployed Engineers' Co-Operative Societies and Registered Labour Co-Operative Societies *registration papers in support of their registration, Bye Laws*, up to date audited balance sheet.
- iv. Experience profile should be furnished as per following table.

#### Experience profile

Name of Agency	Name location & nature of work	Quotation No. & Work order No.	Estimated amount put to tender(Rs)	Contractual rate	Date of commencement	Schedule date of completion	Actual date of completion of work	Reason for delay in completion (If any)

**Note:** Applicant may add necessary column and space, if required from his end.

### THE ABOVE STATED NON-STATUTORY TECHNICAL DOCUMENTS SHOULD BE ARRANGED IN THE FOLLOWING MANNER

Click the check boxes beside the necessary documents in the —My Documents list and then click the tab —Submit Non Statutory Documents to send the selected documents to Non-Statutory folder. Next, click the tab —Click to Encrypt and upload and then click the —Technical Folder to upload the Technical Documents.

Sl. No	Category Name	Sub Category Description	Details
A.	CERTIFICATES	CERTIFICATES (ALL CERTIFICATE SHOULD BE UP TO DATE)	1. PAN Card 2. P Tax (CHALLN) 3. Income Tax Return receipts (refer clause 6-ii) 4. Pre-Qualification Application (Form I) 5. Valid Trade license 6. GST Registration Certificate 7. Credential (Completion/Payment certificate for supply of similar item with Supply Order)
B.	COMPANY DETAILS	COMPANY DETAILS	1. Proprietorship Firm (Trade License) 2. Partnership Firm (Partnership Deed, Trade License) 3. LTD. Company (Registration Certificate, Trade License) 4. Power of Attorney (Registered)

**NOTE: FAILURE OF SUBMISSION OF ANY ONE OF THE ABOVE MENTIONED DOCUMENTS WILL RENDER THE TENDER LIABLE TO BE REJECTED.**

**8. Financial Proposal**

- i) The contractor is to quote the rates against each item online filled up in all respect including totaling.
- ii) Only downloaded copies of the above documents are to be uploaded virus scanned & digitally signed by the contractor.

**9. Penalty for suppression / distortion of facts:** *If any quotationers fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Quotation Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the quotationers will be suspended from participating in the tenders on e-Quotation platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Balurghat Municipality P.O Balurghat, Dist Dakshin Dinajpur may/shall take appropriate legal action against such defaulting quotationers. The authority may ask to show hard copies of all credentials, certificates, company details, partnership deeds etc. etc. as uploaded by the quotationer and allied papers in connection with this quotation as and when necessary for verification purpose as per convenience of the authority during processing of this quotation.*

**10. Rejection of Quotation**

*The Authority/Chairman of Balurghat Municipality reserves the right to accept or reject any quotation and to cancel the quotationing process and reject all quotationers at any time prior to the award of contract without thereby incurring any liability to the affected quotationers or any obligation to inform the affected quotationers of the ground for employer's (Quotation accepting authority) action.*

**11. Date & schedule**

**(Table-I)**

a)	Name of the work:-	As per enclosed list in Annexure - I
b)	Name and Address of the Quotationing authority	Executive Officer, Balurghat Municipality P.O Balurghat, Dist Dakshin Dinajpur.
c)	Eligibility of the Contractor :-	Quotationers having similar type of experience at least 2(two) nos payment certificate within last 5 years, sufficient resources.
d)	Earnest money:-	As per Annexure – I earnest money will be deposited by the bidder through the following payment mode as per Finance Department Order No. 3975-F(Y) dated 28 <sup>th</sup> july, 2016 (Annexure – A) – i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI bank payment gateway. ii) RTGS/NEFT in case of offline payment through bank account in any bank. Tender will be declared informal if Earnest money is not Submitted as directed above. Earnest Money Deposit i.e. 2% of bid amount beyond <b>Initial Earnest Money</b> (if any) shall have to be deposited after acceptance of Bid Proposal. MSME certificate will be granted for exemption of Earnest Money.
e)	Terms and condition	The payment will be released in two installments first 90% after satisfactory Supply the item at the locations and rest 10% after completion of Defect Liability Period of Two Years. The contract cost shall final and binding. No price escalation shall be entertained on any account whatsoever.
f)	<b><u>Date and Time Schedule as follows :</u></b>	
i)	Date of uploading of NleQ, and Quotation Documents online (Publishing Date)	14.09.2023 at 17.00 hrs
ii)	Document downloaded / sell start date (on line)	15.09.2023 at 15.00 hour
iii)	Quotation submission start date (on line)	16.09.2023 at 17.00 hour
iv)	Quotation submission closing date (on line)	23.09.2023 at 15.00 hour
v)	Quotation opening date for Technical proposals (on line)	27.09.2023 at 12.00 hour
vi)	Date of uploading list for Technically Qualified quotationers (on line)	To be notified later
vii)	Date and place for opening of Financial proposals (on line)	To be notified during uploading of Technical Evaluation Sheet of Quotationers.
viii)	Date of uploading of list of Quotationers along with the offer rates through (on line)	To be notified later.

1. In case of bundh/strike /holiday etc. falls on the schedule dates as mentioned above, the same will be treated on the next working day on the same time as scheduled above only for Sl. No. h) (v) to (x) of Table-1 unless otherwise notified through Net (c-PORTAL)
2. The successful quotationers shall have to execute an agreement with the authority as per usual norms in the K Form within 7 days after the issue of acceptance letter.
3. In case of any dispute arising in this regard the Court of Balurghat will have exclusive Jurisdiction to deal with the same.

  
**Executive Officer**  
**Balurghat Municipality**  


FORM -I  
PRE-QUALIFICATION APPLICATION

To  
The Chairman  
Balurghat Municipality  
Dakshin Dinajpur,  
Ref: - Quotation for \_\_\_\_\_

(Name of work)

**NleQ No.:**

Dear Sir,

Having examined the Statutory, Non statutory and NleQ documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of \_\_\_\_\_ In \_\_\_\_\_ the \_\_\_\_\_ capacity \_\_\_\_\_ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter.

We understand that:

(a) Quotation Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.

(b) Quotation Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

**Encl:- e-Filling:-**

1. Statutory Documents
2. Non Statutory Documents


Date: - **Signature of applicant including title**  
and capacity in which application is made.

**Memo No:-** 1879/1(11)/PW-1

Copy to:-

1. The Chairman, Balurghat Municipality.
2. The MCIC (Park & Garden), Balurghat Municipality
3. The Finance Officer, Balurghat Municipality.
4. The Head Clerk, Balurghat Municipality
5. The Assistant Engineer, Balurghat Municipality
6. The Assistant Engineer, MED, Balurghat Sub-Division.
7. The Accountant, Balurghat Municipality.
8. The Cashier, Balurghat Municipality.
9. The Received Section, Balurghat Municipality.
10. Municipal Notice Board for wide publication.
11. The Computer Section for up loading to Municipal web site.

**Date-** 13/09/2023

  
Executive Officer  
Balurghat Municipality

## GENERAL TERMS AND CONDITIONS OF AGREEMENT

A. Finishes & Requirements: The Locations where the Equipment's can be functioning to be intimated in the Work order along with the requirements. The firm shall supply the equipment's in the said locations at its own cost and expenses. The quality of equipment's should be of very high standards as per the General Technical Specification mentioned in the below table.

GENERAL TECHNICAL SPECIFICATION FOR THE EQUIPMENTS	
4 (Four) Seater FRP Paddle Boat	<u>LENGTH</u> 10' 3" <u>BREADTH</u> 5' 4" <u>DEPTH</u> 3' 0" <u>COLOUR</u> YELLOW & WHITE <u>CAPACITY</u> 4 Person <u>LOAD CAP</u> 360 Kgs APPROX <u>SHAFT</u> 24mm. Stainless Steel <u>PADDLES</u> 16mm Stainless Steel Rod. <u>SHAFT/PADDLE</u> Cast Iron Bush fitted with bearing for absolutely easy operation, greasing to be done at interval. <u>PROPELLER</u> Approx. 24mm dia with eight FRP blades diagonally placed for better results FRP blades with G.I. Bolts used to fasten the blades. <u>PROPELLER HOLDER</u> Stainless Steel Pipe Bracket fixed to propeller with Stainless Steel Bolts and also fixed to shaft with Stainless Steel Bolt. <u>HULL CONSTRUCTION</u> Fiberglass Reinforced Plastic C.S.M. of 300gm/m2 & Woven Roving of 450gm/m2 and glass cloth as outer layer impregnated with polyester resin. 4.0 mm thick. <u>BUOYANCY</u> Appropriate boyance maintained by vaccum method to avoid sinkage of Boat. <u>PADDLE GRIP</u> Nylon Paddles. <u>REINFORCEMENT</u> 9mm. wooden stiffeners provided under the seat. <u>FENDER</u> Rubber fender fixed to the boat with adhesive and bolted with few G.I. Bolts. The hardness will be 60 ° ± 10°. <u>MOORING RING</u> G.I. "U" Clamp fixed in forward deck. <u>BOLLARD &amp; CLEATS</u> Provided at the back for Mooring of the boat with ease.
Mickey Mouse Slider Bouncy	Material Pvc srf 560 gm, Size/Dimension 12 x 18 Ft., Height above 10 feet, Child Age Group Upto 13 Years, Weight 140 kg, Capacity 200kg, Slide Type Straight, Color As par costumer choice, Usage/Application Games Park.

**The Rate contract will be valid for a period of one year from the date of finalization of rate contract.**

However, the approx. quantity requirement is mentioned in the below table, which may increase The bidders are expected to quote their best rates for the equipment's. The details of required equipment's with illustrative picture attached in Annexure- I


B. Payment Terms: The payment will be released in two instalments first 90% after satisfactory Supply the item at the locations and rest 10% after completion of Defect Liability Period of Two Years. The contract cost shall final and binding. No price escalation shall be entertained on any account whatsoever.

C. Safety and Security Measures: Bidders shall be responsible at its own cost, for procurement, transport, receiving, unloading and safe keeping of all equipment's and other things maintenance of the equipment's during Defect Liability Period.

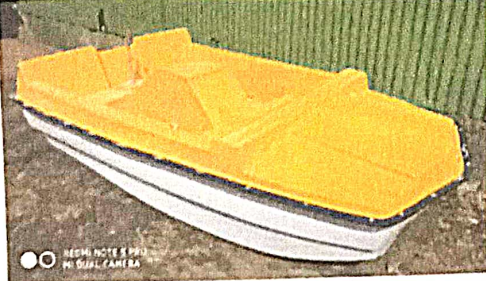
D. Maintenance and Repairs: The Bidder shall bear the cost of day-to-day repairs and maintenance during the Defect Liability Period of Two Years. All repairs needed for smooth functioning of equipment's shall be the responsibility of bidder.


All the complaints shall be attended and rectify by the Contractor within 7 (seven) working days of lodging (email or telephone), failing which penalty of Rs 250/- per day/per complaint, shall be imposed on the Bidder and the decision of the Chairman, Balurghat Municipality shall be final and binding.

Balurghat Municipality reserves all the rights to terminate the complete or part of the agreement at any time without assigning any reason thereof and without any benefit/ compensation to either party.

  
13/9/23  
Executive Officer  
Balurghat Municipality

## ANNEXURE-I

Specimen Image	Item Name	Specification	Quantity	Earnest Money (in Rs.)	Time of completion
	<p><b>4 (Four) Seater FRP Paddle Boat</b></p>	<p><b>LENGTH</b> 10' 3" <b>BREADTH</b> 5' 4" <b>DEPTH</b> 3' 0" <b>COLOUR</b> YELLOW &amp; <b>WHITE CAPACITY</b> 4 Person <b>LOAD CAP</b> 360 Kgs <b>APPROX SHAFT</b> 24mm. <b>Stainless Steel PADDLES</b> 16mm <b>Stainless Steel Rod. SHAFT/PADDLE</b> Cast Iron Bush fitted with bearing for absolutely easy operation, greasing to be done at interval. <b>PROPELLER</b> Approx. 24mm dia with eight FRP blades diagonally placed for better results <b>FRP blades</b> with G.I. Bolts used to fasten the blades. <b>PROPELLER HOLDER</b> <b>Stainless Steel Pipe Bracket</b> fixed to propeller with <b>Stainless Steel Bolts</b> and also fixed to shaft with <b>Stainless Steel Bolt. HULL-CONSTRUCTION</b> Fiberglass Reinforced Plastic C.S.M. of 300gm/m<sup>2</sup> &amp; Woven Roving of 450gm/m<sup>2</sup> and glass cloth as outer layer impregnated with polyester resin. 4.0 mm thick. <b>BUOYANCY</b> Appropriate buoyance maintained by vacuum method to avoid sinkage of Boat. <b>PADDLE GRIP</b> Nylon Paddles. <b>REINFORCEMENT</b> 9mm. wooden stiffeners provided under the seat. <b>FENDER</b> Rubber fender fixed to the boat with adhesive and bolted with few G.I. Bolts. The hardness will be 60° ± 10°. <b>MOORING RING</b> G.I. "U" Clamp fixed in forward deck. <b>BOLLARD &amp; CLEATS</b> Provided at the back for Mooring of the boat with ease.</p>	<p>2.00 nos.</p>	<p>6000.00</p>	<p>30 Days</p>

Specimen Image	Item Name	Specification	Quantity	Earnest Money (in Rs.)	Time of completion
	Mickey Mouse Slider Bouncy	Material Pvc srf 560 gm, Size/Dimension 12 x 18 Ft., Height above 10 feet, Child Age Group Upto 13 Years, Weight 140 kg, Capacity 200kg, Slide Type Straight, Color As per costumer choice, Usage/Application Games Park.	1.00 no.	6000.00	30 Days

Disclaimer: Product/Item Name, Pictures, diagrams, mentioned in Tender form are kept generic, any similarity is mere a coincidence.

*AKR2023*  
15/9/23  
Executive Officer  
Balurghat Municipality  
*[Signature]*

*Seen*  
*[Signature]*  
14/09/23