

OFFICE OF THE  
**BALURGHAT MUNICIPALITY**



**SOVA MAJUMDER SARANI**  
**BALURGHAT : DAKSHIN DINAJPUR**

PHONE NO : 03522 – 255450 / 255680 / 256930 / 255649 / 256931 / 255655

Memo No. 2302 /PW-3

Date. 19-12-2019

**NOTICE INVITING TENDER**  
**/BM/PW/2018-19**

Sealed tenders in printed form as specified are invited from the out sider contractors by the Chairperson , Board of Administrator, Balurghat Municipality, Balurghat, Dakshin Dinajpur for the following works from the eligible Contractors as per particulars below and will be received by within the time specified herein.

1. **Name of Work** : As per enclosed lists in Annexure - I
  2. **Estimated cost put to tender** : As stated in the enclosed list Annexure – I
  3. **Eligibility of Contractor** : As stated in the enclosed list Annexure – I
  4. **Earnest Money** : As specified in the list Annexure – I
  5. **Printed Forms in which the tender are to be submitted** : Municipal, Tender Form.
  6. **Price per set of Tender documents** : As specified in the list Annexure – I
  7. **Last date and time limit for submission of applications for scrutiny** : 27-12-2019 up to 3.00 P.M.
  8. **Last date and time of purchasing tender papers** : 06-01-2020 up to 3.00 P.M.
  9. **Last date and time of dropping tender paper** : 11-01-2020 up to 1-00 P.M.
  10. **Date and time of opening of tender at the office of the Balurghat Municipality** : 11-01-2020 at 1-30 P.M.
- 
11. **Submission of Credential** : 40% of Tendered value of same nature of work
  12. **Mode of issuing Tender Papers** : Tender paper will be issued from the office of the Administrator, Balurghat Municipality, Dakshin Dinajpur
  13. **Mode of dropping of tender paper** : In the office of the Administrator, Balurghat Municipality by postal or Courier or by **Self in Tender Box.**
  14. **Materials** : All the required materials relating to the works like cement Abuja/Lafarz,/A.C.C/Ultratech (pcc) course sand (murarai variety), stone (pakur variety), 1st class bricks, steel elegant/srmb,/tata tison/sail , bitumen v g 60x70, cationic, will have to be supplied by the Contractors as per specification and direction of Engineer-in-charge who will take decision about the condition of materials.
  15. **Time of completion of work** : As specified in the enclosed Annexure – I
  16. **Terms and condition :-**

(i) 3 (three years maintenance cost will be borne by the Agency

(ii) Security money will be refunded in three installment i.e. 30% of the security money will be refunded after one year from the date of completion of the work. Next 30% of the security money will be refunded to the Agency after 2 (two) years from the date of completion of the work and rest 40 % of the security money will be refunded to the Agency after 3 (three) years from the date of completion of the work.

17) Enroll number is required of GST,etc

The tender documents and other relevant particulars [if any] may be seen by the intending tenderers during the office hours in the office of the Administrator, Balurghat Municipality. Purchase of Tender Document by cash and Earnest Money are to be deposited in the form of D.C.R. or A/C payee Bank Draft in favour of Balurghat Municipality. Application (in duplicate) along with the proof of their current credentials (in original and 1 set of Xerox) copy of certificate of S.T. , P.T. (in form No. xix) & Pan card ,Trade licence, etc. will have to be submitted to the office of the undersigned and failing which no tender paper will be issued .Original certificate is must to be produced at the time of issuing work order. Register Co-Operative Societies are exempted from submission of D.C.R and Trade licence.. Intending tenderers are requested to quote their rates after having been verified the rates with concerned schedule of rates and site condition well in advance. All documents will have to be submitted with a self-attestation with a certificate as "produced by me" on each document.. The undersigned may not issue Tender Form more than one Form to each Contractor .Contractors failing to submit tender documents in the tender box may not be allowed to participate in the next two consecutive tenders where application will be considered in the scrutiny

The Administrator, Balurghat Municipality reserves the right to accept or to reject any or all tender without assigning any reason thereof to the tenderers.

  
Chairperson ,  
Board of Administrator ,  
Balurghat Municipality



Memo No. 2308/1(4)/W-3

Date. 19-12-2019

Copy forwarded for :-

- 1) The Joint Secretary, Municipal Affairs Department, UD & MA Department (Green City), Block- DF -8, DD-1, Saltlake City, Kolkata – 700064, for information
- 2) The District Magistrate, Dakshin Dinajpur, Balurghat, for information,
- 3) The Executive Engineer, MED, Malda Division, Malda, with a requested to upload it through Official Website for wide publication,
- 4) The DIO, NIC, Dakshin Dinajpur, Balurghat with a requested to upload it through Official Website for wide publication

  
Chairperson  
Board of Administrator,  
Balurghat Municipality

Memo No. 2308/2(3)/PW-3

Date. 19-12-2019

Copy forwarded for :-

1. The Secretary, Dakshin Dinajpur Contractors Welfare Association, Balurghat, Dakshin Dinajpur.
2. The Secretary, Engineers Co-operative Association, Dakshin Dinajpur.
3. The Secretary, Labour Co-operative Association, Dakshin Dinajpur, Balurghat.  
For information and necessary action

  
Chairperson  
Board of Administrator,  
Balurghat Municipality

Memo No. 2308/3(16)/PW-3

Date. 19-12-2019

Copy forwarded for information and necessary action to :-

- 1) Smt. A. Ghosh, Member, Board of Administrator, Balurghat Municipality.
- 2) Shri S.Chakraborty, Board of Administrator, Balurghat Municipality
- 3) The Executive Officer, Balurghat Municipality .,
- 4) The Finance Officer, Balurghat Municipality
- 5) The Office Superintendent, Balurghat Municipality .
- 6) The Assistant Engineer, Balurghat Municipality ,
- 7) The S.A.E,s Balurghat Municipality
- 8) The Accountant, Balurghat Municipality ,
- 9) The Cashier, Balurghat Municipality,
- 10) The Urban Planner, Balurghat Municipality,
- 11) The I.T. Specialist/ I.T. Co-coordinator, Balurghat Municipality, directed to upload the said NIT in our Official Website,
- 12) Smt. J.Deb, Staff, Balurghat Municipality

  
Chairperson  
Board of Administrator,  
Balurghat Municipality

