

# GOVERNMENT OF WEST BENGAL

Office of the District Magistrate & Collector

&

District Programme Coordinator,  
North 24 Parganas, Barasat  
(MGNREGA Cell)

Phone No. - 2584-7135

- 2584-3408

Fax No. - 2584-3408

Toll Free No. - 10772

nrega24north@yahoo.co.in

Memo No. **73** /MGNREGA/XII/200/09-10

Date: **10/01/2011**

## NOTICE INVITING TENDER

Sealed offers are invited only from interested, competent, reputed & eligible firms / agencies having adequate experience in hiring out of Silent Generator and Normal Generator to Government Offices, as per detail below :

### Item Detail :

SL. NO.	ITEM	SPECIFICATION	QUANTITY	TO BE LOCATED AT
1	Silent Generator	a) 3 Phase, b) 50 Hz, c) 415 VAC, d) 50 KVA	01 (One)	Bungalow of Additional District Magistrate (General), North 24 Parganas
2	Silent Generator	a) 3 Phase, b) 50 Hz, c) 415 VAC, d) 15 KVA	01 (One)	Bungalow of District Magistrate, North 24 Parganas
3	Normal Generator	a) 3 Phase, b) 50 Hz, c) 415 VAC, d) 10 KVA	01 (One)	Bungalow of Additional District Magistrate (General), North 24 Parganas

All "Agencies Offering Rates" (AOR) should enclose attested photocopies of following documents in the Name of the Agency :

- 1) Current Trade Licence for 2010 - 2011.
- 2) Value Added Tax (VAT) Registration Certificate.
- 3) Income Tax "SARAI" for the Assessment Year 2009 - 2010.
- 4) Professional Tax Registration Certificate with current validity.
- 5) Professional Tax Challan for FY 2010 - 2011.
- 6) Proof of ownership of the Silent Generator and Normal Generator.
- 7) Credential Certificate in respect of hiring out of similar Silent Generator to any Government Office.

All AOR must enclose along with the offer, Demand Draft in favour of "District Magistrate & District Programme Co-ordinator, North 24 Parganas" for an amount of Rs. 20,000/- (Rupees Twenty Thousand) only, as Earnest Money. The Earnest Money will be refunded back on final completion of the tender process, only on proper claim by the AOR. Non submission of Earnest Money will summarily lead to rejection of the bid. Also, proper documents are to be furnished in case of claiming exemption from the same.

**Technical Bid** comprising of all documents above & **Financial Bid** indicating specification with rate will be scrutinised separately. **Financial Bid** submitted by AOR will not be considered into the Tender Process for those who fail to satisfy any of the criteria set forth for **Technical Bid**.

**Terms & Conditions :**

- 1) The AOR must factor in all transportation charges. No separate transportation charges shall be paid.
- 2) The AOR should include lubricants and other consumables, maintenance.
- 3) The AOR should quote in a consolidated rate on per month basis.
- 4) The AOR shall be responsible to make good any damages that occur due to lapses on the part of the agency. No claim shall be entertained.
- 5) The safety and security of the 'Generators' shall be with the AOR.
- 6) The downtime of the 'Generators' should not be more than 1 (One) hour. If downtime is more than that, a replacement 'Generator' having same specification has to be put in place.
- 7) The bill for hire charges to be submitted on a monthly basis.
- 8) The contract may be terminated with 2 (Two) months notice from either side.
- 9) For operational purposes, the AOR has to bid for all the 3 (Three) Generators together for which the notice has been invited. The AOR for offering on hire less than 3 (Three) Generators shall not be entertained.

Further more, the selected AOR will require to submit a **Security Deposit** immediately on receiving the **Acceptance of Offer** from this end, for an amount of **Rs. 50,000/- (Rupees Fifty Thousand)** only, by a **Demand Draft / Account Payee Cheque** in favour of "**District Magistrate & District Programme Co-ordinator, North 24 Parganas**", to be retained with this office **until completion of contract / hiring period**. The agreement will be terminated if the selected agency fails to submit the Security Deposit. In case of claiming exemption, proper documents are to be furnished for the purpose.

The **Technical Bid** and **Financial Bid** form are to be download from the website. Offers (both Technical Bid and Financial Bid) will be received till **24<sup>th</sup> January, 2011 upto 2.00 p.m.** at this Office. The same will be opened on **24<sup>th</sup> January, 2011 at 4.00 p.m.** in presence of the intending tenderers or their authorized representatives.

The sealed offers should only be submitted along with a forwarding letter addressed to the undersigned in the duly authenticated Tender Paper to be issued by this office. **Notice Inviting Tender Number & Date** must be written in bold on the sealed envelope.

The undersigned reserves the right to reject any or all of the offers without assigning any reasons whatsoever.

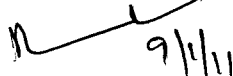
  
Additional District Magistrate (General)  
North 24 Parganas

Date: 10/01/2011

Memo No. **73** /1(8)/MGNREGA/XII/200/09-10

Copy forwarded with the request for wide publicity to :

- 1) Secretary, North 24-Parganas Zilla Parishad.
- 2-6) Sub-Divisional Officer, Barasat (Sadar) / Barrackpore / Basirhat / Bidhannagar / Bongaon, North 24 Parganas.
- 7) Nazareth Deputy Collector, North 24-Parganas.
- 8) DIO, NIC, North 24 Parganas with a request to upload the same in the website of this District.

  
Additional District Magistrate (General)  
North 24 Parganas

## **FINANCIAL BID**

In response to the NIT No. \_\_\_\_\_ / MGNREGA/10-11 Dated \_\_\_ / \_\_\_ / 2011  
of District MGNREGA Cell, North 24 Parganas

Name of the Firm / Agency : .....

<i>Sl. No.</i>	<i>Item</i>	<i>Specification</i>	<i>Brand</i>	<i>Unit</i>	<i>Quoted Rate (in Rs.)</i>
1	<b>Silent Generator</b>	A) 3 Phase, B) 50 Hz, C) 415 VAC, D) 50 KVA		1	
2	<b>Silent Generator</b>	A) 3 Phase, B) 50 Hz, C) 415 VAC, D) 15 KVA		1	
3	<b>Normal Generator</b>	A) 3 Phase, B) 50 Hz, C) 415 VAC, D) 10 KVA		1	

\_\_\_\_\_  
**Signature of the  
Authorised Representative  
With Seal**

## TECHNICAL BID

In response to the NIT No. \_\_\_\_\_ / MGNREGA/10-11 Dated \_\_\_ / \_\_\_ / 2011  
of District MGNREGA Cell, North 24 Parganas

Name of the Firm / Agency : .....

Address : .....

.....

.....

.....

Name of Contact Person : .....

Contact Number : .....

Attached alongwith this paper Attested photocopy of following documents (declare in Yes / No):

- 1) Current Trade License renewed for 2010 – 2011 : .....
- 2) Value Added Tax (VAT) Registration Certificate : .....
- 3) Income Tax "SARAL" for the Assessment Year 2009 – 2010 : .....
- 4) Permanent Account Number (PAN) Card : .....
- 5) Professional Tax Registration Certificate with current validity : .....
- 6) Professional Tax Challan for Financial Year 2010 – 2011 : .....
- 7) Proof of ownership of the Silent Generator : .....
- 8) Credential Certificate : .....

**Details of Earnest Money deposited for an amount of Rs. 20,000/- (Rupees Twenty Thousand) only**

Drawee Bank : ..... Drawee Branch : .....

Instrument Number : ..... Date : .....

Date :

Place :

\_\_\_\_\_  
Signature of the  
Authorised Representative  
With Seal