

**OFFICE OF THE PROJECT DIRECTOR
DISTRICT RURAL DEVELOPMENT CELL
NORTH 24 PARGANAS ZILLA PARISHAD**

(Under The Administrative Control of Panchayat & Rural Development Deptt., Government of West Bengal)

K.N.C. Road, Barasat Angana Building, 2nd Floor, Kolkata-700124.

Memo No: 12th Kokata SARAS/793/DRDC

Date:27/10/2016

NOTICE INVITING TENDER FOR CLEANING & SWEEPING WORKS

Sealed Tenderers are hereby invited for cleaning & sweeping works in connection to the 12th KOLKATA SARAS Mela (2016-17) to be held at Bidhannagar Mela Ground, Saltlake from 16th December, 2016 to 25th December, 2016. Approximate numbers of stalls to be erected in the fair is 240 having 100 (10' X 10') sq. ft. in each stall, 15 (Fifteen) nos. food stall for 150 (15' X 10') sq. ft. each, 40 nos of kiosk and other infrastructure arrangement such as pavilion, office room & VIP room with toilet facilities, Samiana in front of stage with sitting arrangement of visitors covering around 29000 sq. ft. of area and kitchen Sheds. The pavilion consists of glass window facilities & front gates to be decorated as per direction of the tender inviting authority. Description of items required for the fair is mentioned below. Quotationers are requested to submit the rate as per the prescribed format mentioned below with job description:

Sl. no.	Description of work	No. of Labour to be engaged	Total cost for whole mela period
1.	Cleaning & sweeping of the whole mela, ground toilets, Food Park area, without Bleaching Powder, Muriatic Acid, Carbolic Acid.	At least 20	
2.	Cleaning & sweeping of the whole mela ground toilets, Food Park area, with Bleaching Powder, Muriatic Acid, Carbolic Acid.	At least 20	

Job specification:-

1. Keep the whole mela ground clean during the mela period.
2. Keep the toilets clean during the mela period.
3. Keep the stalls including pavilion clean during the mela period.
4. Keep the Food Court clean during the mela period.
5. Keep the Stage & Green room clean during the mela period.
6. Any other places as directed by the tender inviting authority.

Terms and conditions:-

1. Tenderers having experience of work in national / state level fairs organized by any Government Department may only quote rates for this tender.
2. Tenderers must submit same type of certificates of last 3 year such as technical bites. Credential certificates should be issued not below the rank of DDO/Executive Engineer.
3. No TA / DA will be paid extra.
4. Rate should be quoted inclusive of all taxes neatly in figure and words and should be dropped in the tender box kept in the office of the Project Director, D.R.D.C., North 24 Parganas Zilla Parishad, Angana Building, Barasat on any working day till **11/11/2016 between 11.00 am to 4.00 pm.**

Ph No. 2552-3037, Fax No. 2562-5373

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E:letter

Email id: pddrdc @ gmail.com

5. Earnest Money of Rs.2000/- (Two Thousand Only) is to be deposited in the form of demand draft in favour of PROJECT DIRECTOR,D.R.D.C, NORTH 24 PARGANAS
6. The tender will be opened on **16/11/2016 at 3.00 pm** in the office of the Project Director, DRDC, North 24 Parganas. All tenderers may remain present during opening of the tenders.
7. Tender fees of Rs. 250(two hundred fifty only)must be submitted along with other documents in the form of demand draft in favour of PROJECT DIRECTOR,D.R.D.C., NORTH 24 PARGANAS
8. Work of poor quality will not be accepted.
9. No advance payment will be made from this end.
10. Payment will be made after satisfactory completion of the requisite works and on the basis of actual work done.
11. The envelope should be sealed properly and 12th KOLKATA SARAS MELA, (2016-2017) (Cleaning & Sweeping) should be written in bold letters on the envelope.
12. The undersigned has right to accept and or reject the rates so offered without showing any cause. The undersigned is not bound to accept the lowest rates offered.

The tender will be opened on **16/11/2016 at 3.00 pm** in the office of the Project

Project Director, DRD Cell &
Addl. District Mission Director,
DMMU, North 24 Parganas &
Nodal Officer of 12th Kolkata SARAS Mela,

Memo No : 12th Kokata SARAS/793/1(10)/DRDC

Date:27/10/2016

Copy forwarded for information to:-

1. The State Mission Director & Chief Executive Officer, WBSRLM.
2. The Joint Secretary to the Govt. of West Bengal & Additional Chief Executive Officer, WBSRLM Panchayat & Rural Development Department.
3. The District Magistrate, North 24 Parganas.
4. The Addl. Executive Officer, North 24 Parganas Zilla Parishad.
5. The Superintendent of Police, North 24 Parganas.
6. The Sub-Divisional Officer, Bidhannagar , North 24 Parganas.
7. The District Informatics Officer, NIC, North 24 Parganas with the request to upload the notice in to the District Website.
8. The District Information and Cultural Officer, North 24 Parganas.
9. A.B. Dwari, Procurement Consultant, WBSRLM, North 24 Parganas.
10. Notice Board of D.R.D.C.

Project Director, DRD Cell &
Addl. District Mission Director,
DMMU, North 24 Parganas &
Nodal Officer of 12th Kolkata SARAS Mela,

The District Informatics Officer, NIC, North 24 Parganas with the request to upload the