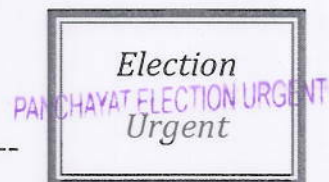


**Office of the Block Development Officer
&
Panchayat Returning Officer
Hili Dev. Block
Hili, Dakshin Dinajpur .**



NOTICE INVITING TENDER

Memo No: 838 /HILI-BDO_PGE-18

Dated, 23/04/2018

Tenders in sealed covers in Own Letter head are invited by the undersigned for the following work in Annexure-I from the resourceful bonafide Decorators, contractors, Registered Co-Operative Societies, formed by Un-Employed Engineers and labour Co-Operatives and they have to abide by the following terms & conditions .

1. Last Date & Time of Dropping	On 02/05/2018 , at 3.00 P.M.
2. Opening Date & Time	On 02/05/2018, at 3.30 P.M.

The sealed tender will be opened in the Chamber of the undersigned on 02/05/2018 at 3.30 p.m. One representative of each tenderer will be allowed to remain present at the time of opening the sealed tenders. If any mentioned in the notice fails on Bundh/Strike/Holidays on unusual circumstances on same will be automatically pass on the next working days, without any further notice.

This Department reserves the right to accept or reject any tender received from any firm without showing reason or any correspondence whatsoever.

Terms & Conditions:

1. Tenderers must quote their rate (both in figure and word) on your Own Letter head which is to be signed in every page along with SELF ATTESTED PHOTOCOPIES of valid I. Tax or Pan Card, GST Registration Certificate, P. Tax or P.T.C.C. and A.R.C.S. Clearance Certificate (where applicable). If any photocopy submitted without attestation, the tender is liable to be cancelled.
2. Tenderer along with Tender papers will have to be sent by Registered Post or Courier Service or to be dropped into the tender box which will be kept in the chamber of the undersigned during office hours from 24/04/2018 to 02/05/2018 (up to 3:00 p.m. of 02/05/2018). The paper received after the schedule time and date will not be entertained. It will be opened on 02/05/2018 at 3:30 p.m. in the office of the undersigned. The intending tenderers may remain present at the time of opening of the tender paper.
3. All the erected structure and other materials should be kept ready in good condition until the election process is over. Any damaged structure and materials as hire basis by natural calamities should be mended at their own cost of the agency immediately.
 - i. Earnest money noted against the name of work @ 2% of the total tender value of the work in the form of Bank Draft / Pay Order / Banker's Cheque in favour of the Block Dev. Officer, Hili Dev. Block ,payable at S.B.I. .
4. Rate quoted are to be unconditional & absolute. The rate should be quoted in percentage less rate basis in both figures as well as in words.
5. The agency should be ready sufficient materials to any addition and alternation work.
6. The agency should be ready to follow the instruction and direction of the undersigned or authorized officials as and where necessary. No Excuse will be entertained in this regard.
7. The Authority resumes the right to accept or Cancel any bidden with at assigning any reason thereof.
8. No. extension of time will be allowed and completion time will be strictly followed..
9. An agreement with Non-Judicial Stamp work Rs. 10.00 is to be made by the successful bidders.
10. Incomplete tenders will be rejected summarily.
11. All work / Supply / installation must be completed by P-3 day (P-3 =3 days before Poll day) and removed after Election procedure is over.
12. No consumable materials will be supplied to the agency for any work from the office of the undersigned. Agency

will be responsible for procuring all materials required for proper execution of work at his own cost.

13. All rates shall be inclusive of all charges, tool charge, carriage etc..
14. Before starting the work the site must be dressed and cleared by cutting all sorts of Jungle, shrubs etc. for which no extra payment will be made.
15. The successful tenderer will have to start the Work the Materials within 01 (One) days from the date of issue of work order. No excuse in this regard will be entertained. And Penal action will be taken against the Agency.
16. Any rate above the schedule rate of work will not be accepted.
17. Acceptance of the lowest tender is not obligatory and the undersigned reserves the right to accept or reject any or all the tenders without assigning any reason and also to split up the tendered work to more than one contractor in the interest of speedy execution of the scheme.
18. All working, tools, plants and implements required for the works are to be arranged and supplied by the successful tenderer, at his own cost.
19. The Tenderers willing to obtain details information including schedule and site may contact the Election Cell of this Office on any working days between 12:00 Noon to 4:00 p.m.
20. All the documents in proof of their eligibility in original need to be produced as and when asked and required.
21. At the time of opening the tender papers, only the participating tenderers will remain present.
22. The tender should be addressed to the **Block Dev. Officer, Hili Dev. Block, Hili, Dakshin Dinajpur.**
23. Tenders received late after due date and time will be summarily rejected.
24. The payment will be made on the basis of availability of the fund.
25. Tenderer (s) must write clearly the NIT No. and Dated and Sl. No. of the Scheme on the top of the Envelop.
26. Tenderer may get any technical details of respective scheme from Election Infrastructure Cell

Payment Criteria:-

Payment will be made after availability of Election Fund



Block Dev. Officer
&
P.R.O
Hili Dev. Block
Hili, D. Dinajpur

Memo No: 838 /HILI-BDO_PGE-18

Dated, 23 / 04/2018

Copy forwarded for information to:-


1. The District Magistrate, Dakshin Dinajpur, Balurghat.
2. The Sub-Divisional Officer, Balurghat, D. Dinajpur.
3. The DPRDO. Balurghat, D. Dinajpur
4. The D.I.O. NIC Balurghat with a request to float the Tender Notice.
5. The Inspector-In-charge, Hili Police Station, Dakshin Dinajpur, with a request to display on notice for wide publicity.
6. The Post Master, Hili Post Office, Hili, Dakshin Dinajpur, with a request to display on notice for wide publicity.
7. The Prodhan. (Hili, Panjul, Dhalpara, Bishira, Jamalpur) .G.P. Hili, Dakshin Dinajpur with a request to display on notice for wide publicity.
8. The Accountant-cum-Head Clerk, Hili Dev. Block.
9. Notice Board, Hili Dev. Block.



Block Dev. Officer
&
P.R.O
Hili Dev. Block
Hili, D. Dinajpur

Annexure-I

Sl. No.	Name of Scheme	Fund	Amount Put in to Tender	Earnest Money (Rs.)	Category	Time of Completion	Site of Supply /Work site
1.	PROPOSED D.C. R.C., COUNTING HALL, STRONG ROOM FOR ENSURING PANCHAYAT GENERAL ELECTION 2018 AT RN High SCHOOL UNDER Hili DEVELOPMENT BLOCK, DAKSHIN DINAJPUR.	Election Fund	338874	6780	ANY	Work Should be completed before P-3 days (As Mentioned by the State Election Commission)	Hili R.N. High School and within Hili Block


 Block Dev. Officer
 &
 P.R.O
 Hili Dev. Block
 Hili,D. Dinajpur