

~ BANSHIHARI PANCHAYAT SAMITY ~

P.O.- Banshihari; P.S.- Banshihari; Dist. Dakshin Dinajpur

MEMO NO. 235

DATE: 07.02.2020

NOTICE FOR INVITING QUOTATION

[Chapter-IV, Rule 11 of W.B. Panchayat (GP Accounts, Audit & Budget) Rules'2007]

As per point no 2 & 3 mentioned in the Order No. 5319(25)-RD/P/NREGA/18S-01/06 (III) dated: 02-08-2019 of the Secretary & Commissioner (MGNREGA), Panchayet & Rural Development Department, Govt. of West Bengal and as per point no 1 & 4 mentioned in the memo no. 1438(8)/MGNREGS dated:04-09-2019 of the District Magistrate & District Programme Coordinator (MGNREGA), Dakshin Dinajpur Sealed Quotations are hereby invited by the undersigned from the eligible, experienced, bonafied and resourceful Govt. Suppliers / General order suppliers / Contractor for **Supplying of the following materials for Creation of Horticulture plant nursery by Samajsebi Swanirvar Dal at Samaspur Sansad in Mahabari Gram Panchayat under Banshihari PANCHAYAT SAMITY Under MGNREGA for F.Y. 2019-20.**

The suppliers are hereby requested to quote there rates both in figure and words on there own letter head pad (original) putting signature & rubber stamp seal (in original) thereon. Detail of materials and rates thereof are described in the **ANNEXURE - A. enclosed herewith.**

Supply of materials must be completed strictly as per the terms & conditions as mentioned in the Quotation Notice and the undersigned reserves the right to accept or reject the quotations partly or fully without assigning any reasons thereof.

Last date of Dropping of Quotation Paper	2020-02-14	up to .02:00 PM
Date of Opening of Quotation Paper	2020-02-17	up to .01:00 PM

ANNEXURE - A

Sl. No.	Description of Items	Unit	Rate Approved (Rs.)	Rate Offered (Rs.)	Participation Charge	Maximum time allowed for Delivery		
1	Supply of Paddy Straw	Per Pan	Rs. 100.00	Rs.....	Rs. 350.00	10 (Ten) days		
2	Supply of Farm Yard Manure / Cowdung (@ max 20% moisture content)	Per Cum	Rs. 500.00	Rs.....				
4	Supply of Neem Based Vermi Compost	Per bed	Rs. 470.00	Rs.....				
5	Supply of Poly Tube (4" x 6")	Per Kg	Rs. 200.00	Rs.....				
6	Supply of Insecticides	Per bed	Rs. 300.00	Rs.....				
10	Supply of Bamboo	Each	Rs. 100.00	Rs.....				
11	Supply of Poly Rope	Per bed	Rs. 200.00	Rs.....				
12	Supply of Jhari / Rose Can	Each	Rs. 120.00	Rs.....				
14	Supply of Good Earth	Cum	Rs. 300.00	Rs.....				
15	Supply of Seeds(Guava, Pomegranate,Bel,Mango)	Per Kg	Rs. 320.00	Rs.....				
16	Supply of Display Board and Three time Photo	No.	Rs. 2,500.00	Rs.....				
TOTAL			Rs. 5,110.00	Rs.....				

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TERMS AND CONDITION

- 1 Participation Charges (non-refundable) is to be paid in cash only and money receipt is to be enclosed with the quotation papers.
- 2 The quotation should be submitted through offline in sealed envelope mentioning the NIQ No for which the quotation submitted in the quotation box kept in the chamber of the **Executive Officer, Banshihari PANCHAYAT SAMITY ; P.O.- Banshihari; P.S.- Banshihari; Dist. Dakshin Dinajpur** or by Courier / Post within the last date of dropping the quotation.
- 3 **Selection will be based on the lowest quoted rate taking all the items in summation.**
- 4 NIQ No for which the quotationers are submitting the rates should be mentioned in the top of the envelope and their own letter head pad.
- 5 All the rates should be inclusive of carriage but exclusive of GST.
- 6 The GST should be added at the time of supply order.
- 7 The Quotationers / Suppliers are to quote there rates both in figure and words on their own letter head pad (original) putting signature & rubber stamp seal (in original) thereon. Conditional rate will not be accepted.
- 8 Quotationers must submit the SELF ATTESTED PHOTO COPIES of valid and current papers serially as follows:
 - (a) PAN Card & Valid 3years IT Return (Return copy of F.Y. 2017-18, 2018-19, 2019-20)
 - (b) GST Registration certificate with GST current Return.
 - (c) Enrollment Certificate (PTCC) with current challan.
 - (d) Aadhar Card / Voter ID of the Propieator / Agency
 - (e) Trade Licence for the current financial year.
 - (f) **Credential :- (The completion Certificate(s)/Payment certificate(s) of any Plantation/Nursery work within the last five consecutive Financial years from the date of publication of the notice. Such work executed should be in the Gov. sector, Block, Zilla Parishad, Panchayat Samity, Gram panchayat or Public sector undertaking.**
 - (g) In case of Registered Engineers / Labour Co-operative Societies please submit the current Clearance Certificate issued from the office of the ACRS concerned.
 - (h) In case of Partnership Firm / Registered Company, the intending Quotationers are requested to submit the copy of the **DEED** of Partnership / relevant documents in support of proof of so.
- 9 The payment will be made after completion of work and as per availability of fund.
- 10 The undersigned is not bound to accept the lowest quotation and reserves the right to accept or reject any or all quotation, as the case may be without assigning any reason whatsoever.
- 11 The undersigned also reserves the right to distribute the Work Order among as many contractors as may be considered for better execution of work.
- 12 **The Supply Orders will be issued after prior approval of DPC** as per order given by DM & DPC vide Memo No. 1438(8) / MGNREGS dated:04-09-2019 (Point no. 4).
- 13 Time & quality are the essence of the contract. The successful quotationers must complete the work within the stipulated time specified for completion in the work order. No extension of time will be allowed except in cases of natural calamities. If any quotation fails to complete the work within the stipulated time the earned money will be forfeited and the undersigned may proceed to take penal measure against such tenderer including black listing also.
- 14 Any rate above the scheduled rate of the above will not be entertained and conditional rate will not be accepted.
- 15 IT / ROYALTY / GST at the prescribed rate will be deducted as per Govt. rules and no other alterations will be done anyway.
- 16 The Quotation box will be opened on the scheduled date, time & venue and the participating quotationers may be present at the time of opening the quotation box..
- 17 Intending quotationer may obtain detailed information about general and detailed specification, other conditions, procedure guideline etc. and other terms & conditions related with the supply from the office of the undersigned on all working days during office hours.
- 18 No clue for postal delay will be entertained in any circumstances.
- 19 Rate offered by a bidder in a particular Quotation shall be treated as final and subsequent negotiation with that bidder for change of rate shall not be allowed.
- 20 Multiple bids (more than one bid by same bidder) and variable rates (different rates of same item by same bidder) shall be rejected outright.
- 21 Bidder must submit sealed envelope clearly mentioning serial number and name of work on top of the envelope.
- 22 No price / cost escalation over the rate specified in the price schedule will be allowed.
- 23 Site visit may be done by the bidders at their own cost.
- 24 Erroneous or incomplete quotation will be summarily rejected without assigning any reason whatsoever.
- 25 Any bid received from the bidder without authentication of correction made in rate quoted in word or figure shall lead to cancellation of the bid.

OFFICE OF THE EXECUTIVE OFFICER

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- 26 Successful Bidder will have to execute a formal agreement on a Non-Judicial Stamp paper within seven days from the receipt of "Letter of Acceptance" with the Office of the undersigned wherein the description, specification, quantity, date of completion of work and other important features will be mentioned. Failure to execute the contract will lead to automatic cancellation of the bid and forfeiture of earnest money.
- 27 All the materials to be supplied must be of best quality.
- 28 Earnest money @ 2% of total amount should be deposited in Bank Draft/ DCR of the SBI / RCCB Buniadpur Branch will be submitted with quotation papers in favour of the **The Executive Officer, Banshihari Panchayat Samity, Dakshin Dinajpur** and will be refunded/forfeited as the case may be.
- 29 No materials of inferior qualities will be accepted from this end. If the materials of inferior qualities are found the same must be rejected & the contractor has to replace the materials at his / her own cost immediately. Otherwise the undersigned shall deduct an amount for the same from the bill of the supplier.
- 30 The quotation is valid upto the last date of submission.
- 31 The undersigned may include any reasonable terms & conditions at the time of issuing supply order.



**Executive Officer
Banshihari Panchayat Samity**

MEMO NO. 235/1(7)

DATE: 07.02.2020

Copy forwarded for information please to:

- 1) District Programme Officer, MGNREGA & District Magistrate; Dakshin Dinajpur; Balughat; Dakshin Dinajpur
- 2) The District Nodal Officer; MGNREGS; Dakshin Dinajpur.
- 3) The Sub Divisional Officer; Gangarampur at Buniadpur Div.; Dakshin Dinajpur.
- 4) The District NIC Cell; Balughat; Dakshin Dinajpur (wbbgt@nic.in).
- 5) The Savapati Banshihari Panchayat Samity; Banshihari; D/Dinajpur
- 6) Office Notice Board; Block Office.
- 7) Brajaballavpur / Ganguria / Elahabad / Mahabari GP Notice Board.



**Executive Officer
Banshihari Panchayat Samity**