

**OFFICE OF THE DEPUTY DIRECTOR (E.W.)
KALYANI HOUSING PROJECT, PHASE-II
KALYANI, DISTRICT - NADIA
WEST BENGAL HOUSING BOARD**

No.-556/DD/Kly./Ph-II/H.B.

Date: 04.03.2013

NOTICE INVITING QUOTATION

N.I.Q. No.02 of 2012-13 of DD/Kalyani/PH-II/HB under WBHB

Sealed quotations in prescribed printed Form of West Bengal Housing Board are invited by the Deputy Director (EW), Kalyani Housing Project, Phase-II, West Bengal Housing Board for the following work from eligible quotationer as per particulars given below. The quotations will be received by the Deputy Director (EW), Kalyani Housing Project, Phase-II, in his office at Kalyani in the District of Nadia, West Bengal Housing Board upto 1.30 p.m. on 10.04.2013. The quotations shall be opened on the same day i.e. on 10.04.2013 at 2.00 p.m.

1. Name of Work : Caretaking, guarding & maintenance of 64 Nos. of D.U.S. & one No. two storied Management Building cum office Building including ancillary structures both in Civil & Electrical fittings and fixtures (both inside & outside) and one electrical room at Kalyani Housing Project, Phase – II, Kalyani, Dist.-Nadia under West Bengal Housing Board.
2. Name & address of the concerned Engineer-in-charge : Dy. Director (EW), Kalyani Housing Project, Ph-II at Kalyani in the District of Nadia under WBHB.
3. Firm/Agency eligible to submit quotation : Bonafide & Resourceful firm/agencies having valid P.T. clearance certificate, Provident Fund Commissioner enrolment No. (EPF), PAN Vat Registration No., Service Tax Registration No. one percent (1%) cess will be deducted for worker's welfare fund as per Act. 1998 and who have carried out similar nature of work in Govt. undertaking & semi Govt. organization.
4. Initial earnest money to be deposited : Rs.4000/- (Rupees Four thousand) only as earnest money as stated above should be deposited by the quotationer by Bank Draft/Pay Order on a Nationalized Bank at Kolkata, in .favour of West Bengal Housing Board along with quotation as initial Earnest Money without which quotation will be rejected, no cash or cheque or challan will be accepted with quotation paper.

Earnest Money of the unsuccessful quotationer shall be refunded without any interest on application only after acceptance of favourable quotation.
5. Cost of Quotation Documents : Rs.750/- (Rupees Seven hundred fifty) only per set (non-refundable) to be deposited at Cash Section of W.B.H.B. at Head Office, 105, S.N. Banerjee Road, Kolkata -700014 within 2.00 p.m. on the date(s) specified for sale quotation documents.
6. Tender Form in which rate to be quoted : Tender & Contract Form of the Board.
7. Credential for fulfilling minimum criteria for application : The participating agencies must have experience in satisfactory completion / Billing progress of similar nature of work valued at least 40% of the estimated amount put to the quotation In single contract during last five year. The contractors should have credentials for executing such works under the organization like C.P.W.D., P.W.D., Central/State Govt. undertaking / organization, Joint venture company/ Associated Sector company with W.B.H.B. They shall have to submit completion certificate Billing Progress showing details of the executed works and time taken for completion from the respective department/ authority and their upto date performance and quality executed work to fulfill minimum criteria for application. Successful quotationer would have to take cess Registration Certificate with the Labour Department, Govt. of West Bengal located in the area where the construction project is to be executed. Unless registration certificate can be shown, the work-order shall not be issued.

The decision regarding the issue or non-issue of quotation paper to the applicant shall rest entirely at the sole Discretion of the Dy. Director (EW). Kalyani Housing Project, Ph-II.

Clearance of credential certificate - Agencies desirous of submitting quotation should submit application directly to the office of the

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Deputy Director (EW), West Bengal Housing Board and produce along with application of the original documents of the valid (a) PAN Card (b) VAT Registration No. (c) Professional Tax clearance (d) Work Order from different Govt. Organization Certificates and completion certificates showing the details of similar work executed by them, (e) Provident Fund commissioner enrolment No. (EPF) and (f) Service Tax Registration No.

Certificates - Xerox copy of the above documents to be submitted under Sl. Nos.(a) to (f) and to be duly signed by the quotationer with seal must be enclosed with the application purchase of quotation papers, failing which no quotation paper to be issued to them.

8. Last date & time limit for the receipt of application : Any working day upto 2.00 p.m. till 25.03.2013
9. Date of permission for issuance of quotation documents : 02.04.2013 upto 2.00 p.m.
10. Date of sale of quotation documents : 03.04.2013 & 04.04.2013 upto 1.30 p.m. at Head Office, W.B.H.B., Kolkata.
11. Date of Issue of quotation documents : Upto 3.00 p.m. of 05.04.2013 & 08.04.2013 at Kalyani site office.
12. Last date & time limit for receipt of quotation & opening. : The quotation will be received by the Deputy Director (EW), W.B.H.B. at his office at Kalyani Housing Project, Phase-II, at Kalyani in the district of Nadia upto 1.30 p.m. of 10.04.2013. The quotation shall be opened by Deputy Director (EW) at his office mentioned above at 2.00am. on the same day in presence of the intending quotationer or their authorized representative (holding authorization).
13. Time allowed for completion of the work : 12 (twelve) months from the date of commencement of work order.
14. Validity of the quotation : 180 days from the date of opening of quotation
15. Details particulars of the work may be seen during office hours at the office of the Deputy Director (EW). Quotation documents will be available from the office of the Deputy Director (EW) at Kalyani Site Office.
16. No conditional quotation paper will be considered for acceptance.
17. Transfer for quotation documents shall not be permitted. The successful quotationer will have to execute an agreement as specified by the West Bengal Housing Board in non-judicial stamp paper of value of Rs. 10.00 (Rupees ten) only before issuing of formal work order.
18. Acceptance of the quotation will rest with the West Bengal Housing Board which does not bind itself to accept the lowest quotation and reserve the right itself the authority to reject any or all quotations received without assigning any reason thereof.
19. If required seal bid may be held with all the eligible quotationer on suitable date to be officially intimated in due course.

Deputy Director (E.W.)
Kalyani Housing Project, Phase - II
West Bengal Housing Board

No.556/1(15)/DD/KIy/PH-II/HB

Date : 04.03.2013

Copy forwarded for information to the :-

1. Director (Engg.) /WBHB
2. F.A.-cum-C.A.O./WBHB
3. Jt. Director (EW)-II, WBHB
4. Jt. Director (EW)-I/III/IV/V, E.P. & EEW/WBHB
5. DFA/WBHB
6. Asstt. Director (E.W), Kalyani, Ph-II/WBHB
7. JAO/(W/A)/WBHB
8. Cashier, Works Accounts Section/WBHB
9. P.R.O./WBHB
10. Notice Board

Deputy Director (E.W.)
Kalyani Housing Project, Phase - II
West Bengal Housing Board