

Bid document consist of

- i) N.I.Q. No. : WBHB /DD(EP)-III /NIQ- 31/2023-24
- ii) Schedule of work for Tender including  
Terms & condition.
- iii) BOQ(ANNEXURE-A)

C E R T I F I C A T E

I / we do hereby certify that I / we have gone through the notice  
Inviting Tender / Quotation Additional Terms and conditions to the N.I.T./  
N.I.Q. General Information, scope of work / services, Terms and condition  
Of the work and understand that the above documents shall form part of  
the contract.

Signature of the Tenderer

Full name of the signatory (In Block Letters)

Postal Address:-



## WEST BENGAL HOUSING BOARD

(Estd. Under W.B. Act XXXII of 1972)

'ABASAN', 105, S. N. Banerjee Road, Kolkata-700014,

Phone : (033) 2265-1965, 2264-1967/ 3966 / 8968 / 4974/0950. Fax : (033) 2264-1480/0979,

Web site: [www.wbhousingboard.in](http://www.wbhousingboard.in) Email: [wbhousingboard@gmail.com](mailto:wbhousingboard@gmail.com)

Memo No:-305/DD (EP)- III/HB

Date: -09.01.2024

### NOTICE INVITING OFF LINE QUOTATION

NIQ No: - WBHB/DD (EP)-III/NIQ- 31/2023-2024

Deputy Director (EP)-III/SLG under West Bengal Housing Board invites sealed quotation in the prescribed Form, from eligible bidders for the works as per particulars below:-

1.	Name of work:	Short term measure to support the dilapidated structure of Siliguri Regional Office Building on Hill Cart Road, Siliguri under West Bengal Housing Board.
2.	Eligibility criteria:	Bonafide & resourceful Agencies having credentials for the execution of similar nature of the works, latest I.T., P.Tax certificate, PAN Card. P.F. code No.(if any), Trade license & GST Registration number / The agency should possess GST Registration number, Registration no and copies of necessary documents to this effect is to be submitted.
3.	Name of the Engineer-in-Charge	Deputy Director (EP)-III/SLG under WBHB
4.	Earnest money:	Nil
5.	Cost of tender documents: (Non-refundable).	Nil
6.	Validity of Tender	120 days from the date of submission of tender
7.	Procurement of Tender paper i.e. N.I.Q, Bid document, Term & condition etc.	Bid documents will be available in the West Bengal Housing Board web site ( <a href="http://www.wbhousingboard.in">www.wbhousingboard.in</a> ) from 11.01.2024 to 15.01.2024.
8.	Last date & Time for submission of tender	17.01.2024 up to 2.30 P.M
9.	Date & Time for opening of tender:	17.01.2024 AT 3.30 P.M
10.	The time allowed for completion	07 (Seven) days

**11) Scope of work :**

Location	Work to be executed
Siliguri Regional Office Building on Hill Cart Road, Siliguri under West Bengal Housing Board.	1. Hire charges of all materials for propping up overhead dilapidated roof, beam any other similar member around Siliguri Regional Office under W.B.H.B. building as per precautionary measure against falling as directed by EIC with necessary planks, battens, bamboos /Eucalyptus props, packing nail, ropes, iron wire etc. and all ancillary works in this connection complete.
	2. Supplying, fitting and displaying 6(Six) Nos. Flex (size-1.20m x 1.0m each) in different colour as per design and direction of E.I.C. complete in all respect.

**12.** Agency should submit an application along with self-attested copies of the following (Original copies for each to be produced for verification as & when asked for).

- i) Valid PAN Card and acknowledgement receipt of latest year of IT return.
- ii) Employees Provident Fund (PF) enrolment code no (if any).
- iii) GST registration certificate.
- iv) Valid Trade license from respective Municipality/Panchayat,
- v) Copy of Latest I.T. Return.
- vi) P. Tax certificate.

**13.** The Agency will quote the rate (in both words and figures) in the prescribed form(BOQ-ANNEXURE-A) of WBHB of the Tender documents and the quoted rate should be inclusive all Taxes (Including GST)

**14.** The quotation **must be delivered to Deputy Director (EP)-III/SLG / Office of the Assistant Director In-Charge,** West Bengal Housing Board at Siliguri Regional Office or in absence to any authorized officer of West Bengal Housing Board and will be opened on the same day in the presence of bidders or their authorized representatives.

**15.** If the office happens to be closed on the date of receipt of quotation as specified in the NIQ will be received and opened on the next working day at the same time and venue,

**16.** Agency shall have to make his /her own arrangement for resource materials duly certified will only be accepted.

**17.** No conditional quotation will be accepted.


**18.** Quotationer should collect the GSTN No. of WBHB before submitting the bill & for deposition of GST to the respective department.

**19.** Quotation **will be received only in the Tender box** kept in the office chamber of Deputy Director (EP)-III/ **Office of the Assistant Director In-Charge** at Siliguri Regional Office of West Bengal Housing Board and nowhere else.

**20.** Submission of the false misleading and fabricated statement/ documents/information etc found at any point of time will lead to cancellation of the tender.

21. Acceptance of Quotation will rest entirely with the WBHB which does not bind itself to accept the lowest Quotation and reserves the right itself the authority to reject any or all the Quotation tenders received without assigning any reasons thereof.

22. Further details can be seen in the Quotation documents itself.

  
09/01/2024

Deputy-Director (EP)-III/SLG  
West Bengal Housing Board.

Date: -09.01.2024

Memo No: 305/1(8)/DD(EP)-III/SLG

Copy forwarded for information to the:

1. Housing Commissioner, West Bengal Housing Board
2. Joint Housing Commissioner, West Bengal Housing Board
3. Director (Engineering), West Bengal Housing Board
4. CA cum AP, West Bengal Housing Board
5. FA cum CAO, D.F.A. West Bengal Housing Board
6. Joint Director (EP), West Bengal Housing Board
7. Join Director (EEW) WBHB
8. Notice Board.

  
09/01/2024


Deputy-Director (EP)-III/SLG  
West Bengal Housing Board.

## ANNEXURE- A

<b>TENDER INVITING AUTHORITY : Deputy Director(EP)-III/SLG</b>					
<b>Name of Work :- Short term measure to support the dilapidated structure of Siliguri Regional Office Building on Hill Cart Road, Siliguri under West Bengal Housing Board.</b>					
<b>NIQ NO. : NIQ No: - WBHB/DD (EP)-III/NIQ- 31 /2023-2024</b>					
<b>Name of the Bidder:</b>					
<b>Sl. No.</b>	<b>Description of Items</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate (Rs.)</b>	<b>Amount (Rs.)</b>
1	Hire charges of all materials for propping up overhead dilapidated roof, beam any other similar member around Siliguri Regional Office under W.B.H.B. building as per precautionary measure against falling as directed by E.I.C with necessary planks, battens, bamboos /Eucalyptus props, packing nail, ropes, iron wire etc. and all ancillary works in this connection complete.	1	No.		
2	2. Supplying, fitting and displaying 6(Six) Nos. Flex (size-1.20m x 1.0m each) in different colour as per design and direction of E.I.C. complete in all respect.	1	No.		
				<b>TOTAL = Rs.</b>	

In words: (Rupees)

Notes:- Rate should bde quoted including all taxes, GST and Labour welfare cess, etc.

  
 Deputy Director(EP)-III/SLG  
 West Bengal Housing Board