NOTICE INVITING QUOTATION

The undersigned would like to invite sealed Quotations for repairing and maintenance work of 4 unit CT Quarter at Forest Complex, Hakimpura, Jalpaiguri, Jalpaiguri Soil Conservation Range within the jurisdiction of Jalpaiguri Soil Conservation Division.

Sealed quotation is invited from bonafide agency/ Govt. Contractors/ Companies having trade license, GST No. & Pan No. and valid Account. The following conditions will be applicable for quoting the rates for the above work.

Terms & Condition:-

1. The agency/ Govt. Contractors/ Company preferably to be local of Jalpaiguri District or the locality with previous experience of similar type of work.
2. Exact location/ to be confirmed by the concerned Range Officer and accordingly the quotationer has to work.
3. The rate is to be quoted for entire work which includes labour, material loading and unloading as per specification.
4. The agency/ quotationer will submit bill within 7 days from the completion of work in triplicate to the undersigned through the Range Officer attached Range. The Range Officer will forward the same to the undersigned with WMBR reference. The bill as prepared will be submitted to Jalpaiguri Treasury from where the amount will be directly transferred to the account of the quotationer. The payment will be made as per availability of fund.
5. The lowest quotation may not be accepted if all the conditions are not fulfilled/ unjustified rate is quoted/ and undersigned is not satisfied. Quotation will not be accepted if the authority feels it is incomplete. If any quotation is rejected no correspondence will be entertained.
6. Income tax and other taxes, as applicable will be deducted as per existing rules.
7. The Department will not take any responsibility if any accident happens during work and the quotationer will be solely responsible for providing safety to the labourers/workers who is deputed for this particular work.
8. The above mentioned works are to be completed as per work order. If the performance and quality of work is not satisfactory, work order and rate acceptance order will be cancelled and undersigned decision will be final.
9. Quotations mentioning Quotation No. to be neatly written to be submitted in sealed cover in the name of Dr. M.K. Roy, WBFS, Divisional Forest Officer, Jalpaiguri Soil Conservation Division, Hakimpura, P.O & Distt.-Jalpaiguri, Pin-735101, West Bengal.
10. The quotation complete in all respect should reach the office of the under signed on or before 2:00pm on dated 15-11-2019 and will opened on the same day (i.e 15-11-2019) at 4.00 pm. In presence of the quotationer who will be present, if no quotationer is present during opening, the Quotations will be opened in their absence.
11. This office reserves the right to accept or reject any quotation without assigning any reason thereof and reserve the right not to accept the lowest offer. The work to be carried out as per the items mentioned in the estimate.

Divisional Forest Officer
Jalpaiguri Soil Conservation Division
Copy forwarded to:

1. The District Magistrate, Jalpaiguri District (kind attention to CA/PA to the District Magistrate to display in notice board).
2. The Secretary, Jalpaiguri Zila Parishad with a request to arrange to display in Notice Board.
3. The Chief Conservator of Forests, MIS & e-Governance with a request to upload the same on the official website of Forest Directorate.
4. The Range Officer, Jalpaiguri Soil Conservation Range, he is instructed to display in Range Office Notice Board.
5. The Head Clerk, Division Office please to arrange to display in Notice Board.

Division Officer
Jalpaiguri Soil Conservation Division
### Annexure-I

**Details of Quotation No.1040/JSC/Bldg/2-65, Dated, Jalpaiguri, the 23-10-2019**

**Estimate for cost of repairing & maintenance of 4 unit CT Quarter, Forest Complex, Hakimpura under Jalpaiguri Soil Conservation Division**

<table>
<thead>
<tr>
<th>Item</th>
<th>Particular of Works</th>
<th>Quantity</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Part-A</strong></td>
<td>Repairing &amp; maintenance of CC roof of 4 unit CT Quarter, 12 Nos. rooms:-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>i)</td>
<td>Ordinary cement concrete (1:2:3) with graded stone chips 20 mm down excluding shuttering &amp; reinforcement with river bazaar.</td>
<td>4.00 Cum</td>
<td>3925.00</td>
<td>15700.00</td>
</tr>
<tr>
<td>ii)</td>
<td>Plaster to wall floor ceiling with sand cement mortar 15 mm (4:1)</td>
<td>84.00 sqm</td>
<td>154.00</td>
<td>12936.00</td>
</tr>
<tr>
<td>iii)</td>
<td>Applying decorative cement base paint of approved quality</td>
<td>120.00 sqm</td>
<td>70.00</td>
<td>8400.00</td>
</tr>
</tbody>
</table>

**Add GST @ 12%**

4444.32

**Add Labour Welfare Cess @ 1%**

414.80

**Total**

41895.12

Or Say, Rs. 41895.00

(Rupees Forty one thousand eight hundred ninety five only.)

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**Part-B**

Repairing & maintenance of 4 unit CT Quarter No. 3/SC (N)/01, 3/SC (N)/2 & 3/SC (N)/3

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>i)</td>
<td>Door frame 2 Nos. (7' x 3')</td>
<td>12.00 cft</td>
<td>2200.00</td>
<td>26400.00</td>
</tr>
<tr>
<td>ii)</td>
<td>Window frame 2 Nos. (6' x 4')</td>
<td>LS</td>
<td>4800.00</td>
<td>4800.00</td>
</tr>
<tr>
<td>iii)</td>
<td>Window frame 2 Nos. (4' x 3')</td>
<td>10 Nos.</td>
<td>120.00</td>
<td>1200.00</td>
</tr>
<tr>
<td>iv)</td>
<td>Window frame 1 Nos. (2.5' x 2.5')</td>
<td>LS</td>
<td>5000.00</td>
<td>5000.00</td>
</tr>
<tr>
<td>v)</td>
<td>Door shutter 2 Nos. (7' x 3' x 1')</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>vi)</td>
<td>Window shutter 2 Nos. (4' x 3' x 1') with best quality timber over 12cft</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>vii)</td>
<td>Carpenter fitting and fixing</td>
<td>LS</td>
<td>4800.00</td>
<td>4800.00</td>
</tr>
<tr>
<td>viii)</td>
<td>Window shutter repairing with glass.</td>
<td>10 Nos.</td>
<td>120.00</td>
<td>1200.00</td>
</tr>
</tbody>
</table>

**Add GST @ 12%**

4488

**Add Labour Welfare Cess @ 1%**

418.88

**Total**

42306.88

Or Say, Rs. 42307.00

(Rupees Forty two thousand three hundred seven only.)

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Divisional Forest Officer,
Jalpaiguri Soil Conservation Division
## QUOTATION FORM

**Details of Quotation No.1040/JSC/Blg/2-65, Dated, Jalpaiguri, the 23-10 -2019.**

<table>
<thead>
<tr>
<th>Work Location (Exact Location will be shown by RO)</th>
<th>Nature of Works (Detail estimate is attached with the notice inviting quotation will also be available with Range Officer, JSC Range and Budget In-Charge, JSC Div.)</th>
<th>Estimated Cost (Rs.)</th>
<th>Rate Offered (Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>At4 unit CT Quarter, Forest Complex, Hakimpara, Jalpaiguri</td>
<td>PART-A Repairing and maintenance work of 4 unit CT Quarter.</td>
<td>Rs.41,895.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PART-B Repairing and maintenance work of 4 unit CT Quarter.</td>
<td>Rs.42,307.00</td>
<td></td>
</tr>
</tbody>
</table>

Name of the agency/ Govt. Contractor/Company

Address

Contact details

PAN No.

GST No.

Date:

Full Signature of company/ Agency