

BALASORE MUNICIPALITY

BID - DOCUMENT

(To be enveloped in sealed cover)



Name of the work:-

Supplying, transporting & delivering of Wheel Barrow (G.I.) to Balasore Municipality.

Quotation Schedule

Issued against Bank Draft / Banker's Cheque

No. _____ Dt. _____

(To be enveloped properly with TCN along with Terms & conditions & other requisite paper)

(No Balasore Money Receipt shall be given indicating the name of the purchaser at the time of purchase, Before receiving the Tender Documents, the prospective bidder shall check the Quotation Schedule's Segment, for which he intends to purchase.)



BALASORE MUNICIPALITY

-: Detailed Notice Inviting Tender:-

Name of the work:-	Supplying, transporting & delivering of Wheel Barrow (G.I.) to Balasore Municipality.
Cost of DTCN:-	Rs.2,000.00
Last Date of Sale/ downloading of DTCN:-	Upto 05.00 P.M of dt. 17.07.2018
Last Date of Receipt Of Tender:-	Upto 04.00 P.M of dt. 18.07.2018
Date of Opening:-	11.00 A.M of dt. 19.07.2018
The bid should be accompanied with:-	

1. Cost of DTCN in shape of Bank Draft / Bankers Cheque.
2. Requisite EMD (1 % of the Total Quoted Rate) in shape of Bank Draft/ Banker's Cheque.
3. Attested photo copy of PAN card.
4. Attested photo copy of GST Registration certificate.
5. Self attested photo copy of IT Return for last 03 Years
6. Other documents according to the Detailed Tender Call Notice should be accompanied with tender.


**Executive Officer,
Balasore Municipality**

Signature & seal of the bidder



OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251222

E-mail:- balasoremunicipality@rediffmail.com

No. 3667

Dt. 09.07.2018

QUOTATION CALL NOTICE

The Executive Officer, Balasore Municipality on behalf of Balasore Municipal Council, Balasore invites sealed quotation from intending Manufacturer/dealers / supplier/ reputed firm/ reputed fabricators for supplying, transporting & delivering of Wheel Barrow (G.I.) to Balasore Municipality for a period of one year as per the specification.

Sl. No.	Description	E.M.D	Cost of Quotation Schedule	Period of Supply
01.	Supplying, transporting & delivering of 6 cft Wheel Barrow Wheel Barrow to Balasore Municipality. Specification :- 1. full body making with 18 gauge G.I sheet, 2. Frame 25 X 5 mm MS Angle and 25 X 5 mm flat 3. MS Axle of 25 mm rod 4. heavy duty solid COT (10"). Wheel 5. colouring with two coats enamel paints over a coat of red oxide primer and written B.M. and Sl. No. on the body of Wheel Barrow.	1% of the total quoted value.	Rs.2,000.00	One Year

The Quotation Schedule, terms & conditions, specification and other necessary documents shall down loaded from the site of official website of Balasore District, [http:// baleswar.nic.in](http://baleswar.nic.in) w.e.f dt. **11.07.2018**.

The down loading & receipt of the quotation schedule shall start from **dt.11.07.2018** and close on **dt.17.07.2018** at **17.00 Hours**. The quotations shall be received in the Office of the Executive Officer, Balasore Municipality through **Regd. Post & Speed Post** only addressed to the "**Executive Officer, Balasore Municipality, Balasore**" on or before **dt.18.07.2018** at **16.00 Hours**. The authority will not be held responsible for the postal delay, if any, in delivery of the documents and non-receipt of the same in time. The sealed quotations will be opened on **dt.19.07.2018** at **11.00 Hours** in the Office of the Executive Officer, Balasore Municipality, Balasore in presence of the quotationer/ bidder or their authorized representatives, who may be present at the time of opening of the quotations.

The authority reserves the right to reject any or all the quotations without assigning any reason thereof.

N.B:- The above quotation / bid is valid for one year & supply order will be issued from time to time in phase manner as per requirement.


Executive Officer
Balasore Municipality

Memo No. 3668 / Dt. 09/07/2018

Copy to the Advertising Manager, The Samaya / The Odisha Khabar Balasore for publication of Quotation Call Notice in your daily, once in with a minimum Size & space within the financial limit Rs.3,000.00 on or before **dt.11.07.2018** for the information of general public and submit the bills in duplicate along with copy of above publication for necessary payment at this end. You are further requested to submit a copy of the above publication to the undersigned at Office Of the Balasore Municipality, Balasore.


Executive Officer
Balasore Municipality

Memo No. 3669 / Dt. 09/07/2018

Copy submitted to Sub-Collector, Balasore/ Executive Engineer, Balasore Electrical Division, Balasore/ Executive Engineer, R & B Division, Balasore/ Tahasildar, Balasore (sadar) / D.I.P.R.O, Balasore for information with a request to display the Quotation Call Notice in their respective notice board for wide publication.


Executive Officer
Balasore Municipality

Memo No. 3670 / Dt. 09/07/2018

Copy to the Office Notice Board, Balasore Municipality for wide publication.


Executive Officer
Balasore Municipality



TERMS & CONDITIONS

1. Reputed firm/ Dealer/ supplier can participate in the bid.
2. The materials shall be as per the specifications only as mentioned in Quotation Schedule and strictly in accordance with relevant specification.
3. GST and other taxes and duties (In %) if any should be mentioned separately. The quotationer should attach attested true copies of valid GST Registration Certificate, IT returns for last 3 years & PAN card along with their offers.
4. Any other Govt. Tax as applicable from time to time will be borne by the Quotationer.
5. The quotationer should quote single rate for the item. More than one rate for a particular item will be summarily rejected. The Schedule appended to Quotation Call Notice should be filled up and signed. No other Annexure than the schedule will be entertained.
6. The rate quoted by the successful quotationer shall be valid for a period of one year from date of issue of the supply order.
7. The rate should be mentioned in both figures and words. Incase of dispute rate in words will prevail over than in figure.
8. **EMD** as specified in the above table in shape of Demand Draft /Bankers cheque duly pledged in favour of the **Executive Officer, Balasore Municipality, Balasore** shall be attached with the offers, which shall be refunded to unsuccessful quotationers in due course. No other mode of payment of EMD shall be accepted. Offers received without EMD shall be rejected out rightly. Request for exemption of EMD by any firm and adjustment for any previous deposits will not be entertained.
9. Paper Cost as specified in the above table shall be submitted in shape of **Demand Draft/ Bankers cheque** duly pledged in favour of " **Executive Officer, Balasore Municipality, Balasore**" which is non refundable. Offers received without Paper Cost shall be rejected out rightly.
10. The quantity of materials specified in quotation schedule may be varied as per our requirements.
11. The materials should be supplied **within 10 (Ten)** days from the date of issue of the supply order.
12. If the supplier fails to supply any item in time as per the supply order, Balasore Municipality will be liberty to purchase the required quantities from the open market at the cost and risk of supplier i.e. differential cost will be recovered from the supplier. In such cases the decision of Executive Officer will be treated as final & binding on supplier.
13. Time is the essence of this contract. The supplier will adhere to supply as per schedule strictly.
14. If the quotationer fails to supply the materials as per order, then the differential cost with respect to the market value shall be recovered from his bill keeping in the view the exigency of the work duly approved in Balasore Municipality.
15. Any materials found defective is to be replaced immediately in free of cost.

QUOTATIONER


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

16. The materials will be inspected by the Health Officer & Sanitary Inspectors of Balasore Municipality.
17. Offer received incomplete in any manner will be summarily rejected.
18. Any correction or overwriting in the offer should be attested by the quotationer or else offer is liable for rejection.
19. The quotationer shall submit the Quotation Call Notice & Quotation Schedule duly signed by him with seal failing which the offer will be rejected and will not be considered in Comparative Statement.
20. Sri Gadadhar Mishra, Sr. Asst In Charge of S.W.M, Balasore Municipality is the consignee to receive the materials in presence of the Assistant Executive Engineer.
21. All the documents furnished by the bidders are subject to verification by the issuing authority. In case manipulation is found , the EMD will be forfeited and steps shall be taken for black listing the bidder from Balasore Municipality.
22. Any other information can be had from the Office of the Executive Officer, Balasore Municipality, Balasore during the Office hours (Except Govt. Holidays) .
23. The cover containing the quotation shall be super scribed with Quotation Call Notice No. , date & date of opening of bid.
24. The Authority reserves the rights to reject any or all the quotations without assigning any reason thereof.
25. In case of any legal dispute arises, the matter will be taken in to Law court at Balasore jurisdiction only.

QUOTATIONER


EXECUTIVE OFFICER
BALASORE MUNICIPALITY

QUOTATION SCHEDULE

Wheel Barrow

E.M.D. to be Deposited : 1 % Quoted Value . Eligible Quotationer : Intending Manufacturer/ dealers / supplier/ reputed firm/ fabricator
Cost of quotation Schedule Segment : Rs 2,000.00 Period Of Supply : One Year

Sl NO	Description	Unit	Quantity	Unit Rate excluding of GST (In Rs)	Total Rate in Figures according to the quantities. (In Rs)	Total Rate In Words according to the quantities. (In Rupees)
1	Supplying, transporting & delivering of 6 cft Wheel Barrow to Balasore Municipality. Specification :- 1. full body making with 18 gauge G.I sheet, 2. Frame 25 X 5 mm MS Angle and 25 X 5 mm flat 3. MS Axle of 25 mm rod 4. heavy duty solid COT (10"). 5. Wheel colouring with two coats enamel paints over a coat of red oxide primer and written B.M. and Sl. No. on the body of Wheel Barrow	No.	155			

GST :- _____ % on Wheel Barrow to be charged extra.

QUOTATIONER

EXECUTIVE OFFICER,
BALASORE MUNICIPALITY

CHECK LIST

Sl. No	List Of Documents	Details of Documents	For Office Use Only
01	02	03	04
01.			
02.			
03.			
04.			
05.			
06.			
07.			
08.			
09.			
10.			

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(Signature Of bidder)

Name of the bidder:-

Address of the bidder:-

Phone No.:-

Executive Officer
Balasore Municipality

Total No. Of Correction:-	
Total No. Of Over writing :-	
Total No. Of Interpolation:-	

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(Signature of the bidder)