

BALASORE MUNICIPALITY

BID – DOCUMENT

(To be enveloped in sealed cover)



Name of the work:-

Supply, testing & commissioning of Brush/
Weed Cutter & Lawn Mower with all
accessories to Balasore Municipality

Quotation Schedule

Issued against Bank Draft / Banker's Cheque

No. _____ Dt. _____

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



BALASORE MUNICIPALITY

-: Detailed Notice Inviting Quotation:-

Name of the work:- Supply, testing & commissioning of Brush/ Weed Cutter & Lawn Mower with all accessories to Balasore Municipality.

Cost of DTCN:- **Rs. 600.00**

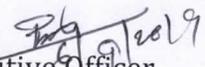
Last Date of Sale/ download of :- Quotation Call Notice and documents. Upto 2.00 P.M of dt. 16.09.2019

Last Date of Receipt of Tender:- Upto 2.30 P.M of dt. 16.09.2019

Date of Opening:- 3.30 PM of dt. 16.09.2019

The bid should be accompanied with:-

1. Cost of DTCN in shape of Bank Draft / Bankers Cheque.
2. Attested photo copy of PAN card.
3. Attested photo copy of GST Registration certificate.
4. Other documents according to the Detailed Tender Call Notice should be self attested accompanied with Quotation.


Executive Officer,
Balasore Municipality

Signature & seal of the bidder


OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251267

E-mail:- balasoremunicipality@rediffmail.com

No. 5419

Dt. 6/9/2019

QUOTATION CALL NOTICE

The Executive Officer, Balasore Municipality on behalf of Balasore Municipal Council, Balasore invites sealed quotation from the intending Manufacturers/ Authorized dealers/ Registered supplier/ Registered firm for Supply, testing & commissioning of Brush/ Weed Cutter & Lawn Mower with all accessories to Balasore Municipality as per the specification .

Description	Cost of Quotation Schedule	Supply within
Supply, testing & commissioning of Petrol Engine operated Brush/ Weed Cutter & Lawn Mower with all accessories to Balasore Municipality.	600.00	07 days from the issue of order

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. **07.09.2019**.

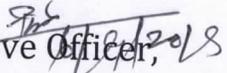
The down loading & receipt of the quotation schedule shall start from dt. **07.09.2019** and close on **dt.16.09.2019** at **14.00 Hours**. The quotations shall be received in the Office of the Executive Officer, Balasore Municipality through **Regd. Post & Speed Post** only addressed to the "**Executive Officer, Balasore Municipality**" on or before **dt.16.09.2019** at **14.30 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 same date i.e; on **dt. 16.09.2019** at **15.30 Hours** in the Office of the Executive Officer, Balasore Municipality 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.


Executive Officer,
Balasore Municipality

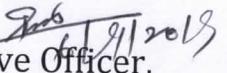
Memo No. 5420 /Dt. 6/9/2019

Copy forwarded to the P.D, Dist. Rural Development Agency, Balasore/ Sub-Collector, Balasore/Executive Officer, Balasore Municipality / Deputy Director, Dist. Planning & Monitoring Unit/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. 5421 /Dt. 6/9/2019

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


Executive Officer,
Balasore Municipality

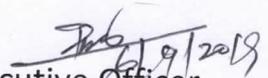
TERMS & CONDITIONS

- 1.1 The Manufacturers/ Authorized dealers/ Registered supplier/ Registered firm can participate in the bid.
- 1.2 The materials shall be as per the specifications only as mentioned in Quotation Schedule and strictly in accordance with relevant ISI specification.
- 1.3 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 & PAN card along with their offers.
- 1.4 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.
- 1.5 The rate quoted by the successful quotationer shall be valid for a period of one year from date of issue of the supply order. The successful quotationer should supplied the required numbers of approved machineries to Balasore Municipality as per requirement within the stipulated period.
- 1.6 The rate should be mentioned in both figures and words. Incase of dispute rate in words will prevail over than in figure.
- 1.7 Paper Cost as specified in the above table shall be submitted in shape of **Demand Draft/ Bankers cheque** duly pledged in favour of the "**Executive Officer, Balasore Municipality, Balasore**" which is non refundable. Offers received without Paper Cost shall be rejected out rightly.
- 1.8 The works should be completed **within the specified** days from the date of issue of the work order.
- 1.9 Time is the essence of this contract. The supplier will adhere to supply as per schedule strictly.
- 1.10 Any defective found in test operation is to be replaced / repaired immediately in free of cost.
- 1.11 Offer received incomplete in any manner will be summarily rejected.
- 1.12 Any correction or overwriting in the offer should be attested by the quotationer or else offer is liable for rejection.
- 1.13 The bidders shall submit their offer along with 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.


Executive Officer,
Balasore Municipality

Signature & seal of the bidder

- 1.14 Executive Officer, Balasore Municipality or officer concerned is the consignee to receive the items.
- 1.15 Any other information can be had from the Office of the Executive Officer, Balasore Municipality, Balasore during the Office hours (Except Govt. Holidays) .
- 1.16 The Quotation shall be well covered with envelop and containing Quotation Schedule alongwith the required documents which shall be super scribed with **Quotation Call Notice No. , date & Schedule of Work.**
- 1.17 The Authority reserves the rights to reject any or all the quotations without assigning any reason thereof.
- 1.18 In case of any legal dispute arises, the matter will be taken in to Law court at Balasore jurisdiction only.


Executive Officer,
Balasore Municipality

Signature & seal of the bidder



OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251267

E-mail:- balasoremunicipality@rediffmail.com

QUOTATION SCHEDULE

Eligible Quotationer : Intending Manufacturers/ Authorized dealers/ Registered supplier/ Registered firm

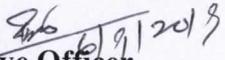
Cost of quotation Schedule : Rs 600.00

Works to be completed : 07 (Seven)days from the issue of order

Quoted Rate Valid for: One year

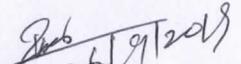
Sl No	Description	Unit	Unit Rate excluding Tax (In Rs)	GST (In %)	Total Amount per unit in Figures including GST (In Rs)
1	2	3	5	6	7
01	<p>Supply, testing & commissioning of Brush/ Weed Cutter with all accessories to Balasore Municipality as per following specification</p> <ul style="list-style-type: none">• High quality brush cutters/ crop harvester with metal blade and trimmer.• Robust and durable suitable for tough and rugged terrains.• Petrol Brush cutter with 4 stroke engine, Max. Power upto 1.3 HP and 35.8 CC displacement.• Ideal for heavy duty work due to high torque.• Weight -6-8 Kg• Fuel consumption- 500 ml to 750 ml per hour• Efficient to cut weeds, grass.• Warrenty for 01 years.• All other safety equipments for operationalisation of the machine. <p>(Nearest Service Centre with address of the above machine to be mentioned)</p>	No.			

Signature & seal of the bidder


Executive Officer,
Balasore Municipality

SI No	Description	Unit	Unit Rate excluding Tax (In Rs)	GST (In %)	Total Amount per unit in Figures including GST (In Rs)
1	2	3	5	6	7
02	Supply, testing & commissioning of Lawn Mower with all accessories to Balasore Municipality. <ul style="list-style-type: none"> • Suitable for cutting of grass in a lawn. • Cutting width :- 20 inch to 22 inch • Petrol operated Engine • Height adjustment – 20 to 80 mm • Height adjustment stage :- 5 to 8 • Clipping bag volume :- 40 ltrs to 50 ltrs. (Nearest Service Centre with address of the above machine to be mentioned)				

Signature & seal of the bidder


 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.:-

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

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(Signature of the bidder)