

# BALASORE MUNICIPALITY

## BID – DOCUMENT

(To be enveloped in sealed cover)



Name of the work:-

Supply & installation of LED rope waterproof light in the existing Street Light poles within Balasore Municipality area.

Quotation Schedule

Issued against Bank Draft / Banker's Cheque

No. \_\_\_\_\_ Dt. \_\_\_\_\_

( To be enveloped properly with Bid documents)



## OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel. No. 06782-251222 (O), Fax No. 06782-251222

e-mail:- Balasoremunicipality@rediffmail.com

.....  
Notice Inviting Quotation Call Notice No. 445 dt. 22.01.2021.

Name of the work:- Supply & installation of LED rope waterproof light in the existing Street Light poles within Balasore Municipality area.  
Tender/ Quotation Paper Cost:- **Rs. 4,000.00**  
Last Date of Sale/ download of DTCN:- Upto 5.00 P.M of dt. 02.02.2021  
Last Date of Receipt Of Tender:- Upto 11.00 A.M of dt.03 .02.2021  
Date of Opening:- at 04.00 P.M. of dt. 03.02.2021  
Details can be seen/ downloading from the official website of Balasore District, www.Balasore.nic.in from. 27.01.2021 to dt. 02.02.2021 upto 5.00 PM.

  
Executive Officer  
Balasore Municipality

Memo No. 446 / Dt. 22.01.2021.

Copy to the Advertising Managers, The Samaj, Balasore & The Sambad for publication of Quotation Call Notice in your esteemed daily Odia news paper, once in with a minimum Size & space at the I & PR rate on or before **dt. 27.01.2021** 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 Municipal Council, Balasore.

  
Executive Officer  
Balasore Municipality

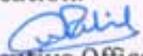
Memo No. 447 (6) / Dt. 22.01.2021

Copy forwarded to the Sub-Collector, Balasore/ Executive Engineer, Balasore Electrical Division, Balasore/R.T.O, 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. 448 / Dt. 22.01.2021.

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

  
Executive Officer  
Balasore Municipality

Memo No. 449 / Dt. 22.01.2021.

Copy submitted to the Collector, Balasore & Administrator, Balasore Municipality for favour of kind information.

  
Executive Officer  
Balasore Municipality



## OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel. No. 06782-251222 (O), Fax No. 06782-251222

e-mail:- Balasoremunicipality@rediffmail.com

No. 445.

Dt. 22.01.2021

### DETAILED QUOTATION CALL NOTICE

The Executive Officer, Balasore Municipality on behalf of Balasore Municipal Council, Balasore invites sealed quotation from Reputed Manufacturer/ Company or their authorized dealers/ Regd. firms for supply & installation of non Chinese brand LED rope waterproof outdoor light with required accessories in the proposed existing streetlight poles within Balasore Municipality area as per the specification .

Sl. No.	Description	E.M.D	Cost of Quotation Schedule	Period of Supply & installation
01.	Supply & installation of 2 nos. of 5 mtrs long strip white colour LED based water proof rope light (non Chinese brand) in each existing street light pole including all cost of required accessories, labour charges, testing & Service connection from the Junction box of the each pole including minimum of 02 Years warranty. (Make:- Jaquar, Bajaj, Havells,)	1% of the total quoted rate	Rs.4,000.00	10 ( Ten) days from the order.

The Quotation Schedule, terms & conditions, specification and other necessary documents shall down loaded from the site of official website of Balasore District, <http://Balasore.nic.in> w.e.f dt. 27.01.2021.

The downloading of the quotation schedule shall start from dt.27.01.2021 and close on dt.02.02.2021 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.03.02.2021 at 11.00 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.03.02.2021 at 16.00 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.

  
Executive Officer  
Balasore Municipality



## TERMS & CONDITIONS

1. Reputed Manufacturer / Company or their authorized dealers/ regd. firms can participate in the Quotation. The dealer must enclose dealership certificate with their offers subject to genuineness & guarantee of electrical materials .
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 Regd. & 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 each item according to required specification wherever mentioned. 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. The EMD & Paper Cost should be submitted separately in shape of Demand Draft /Bankers cheque along with the Quotation schedule & bid documents. The Detailed Quotation Call Notice will be downloaded from the official website of Balasore District, [http:// Balasore.nic.in](http://Balasore.nic.in). There is no provision of selling of the bid documents in Balasore Municipality Office Counter.

Signature & seal of the bidder

  
EXECUTIVE OFFICER  
BALASORE MUNICIPALITY

10. 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.
11. The quantity of materials specified in quotation schedule may be varied as per our requirements.
12. The materials should be supplied and installed **within 10 ( Ten )** days from the date of issue of the supply order.
13. The material shall be guaranteed and to be maintained for a period of two years from the date of complete installation. Any defect noticed during the Guarantee period, the defective materials shall be replaced by the supplier in free of cost.
14. Security deposit @ 5% and IT with other taxes as applicable will be deducted from the invoice value. S.D will be refunded in due course after completion of warranty period and obtaining no dues from the audit.
15. 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.
16. Time is the essence of this contract. The supplier will adhere to supply and install as per schedule strictly.
17. 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.
18. Any materials found defective is to be replaced immediately in free of cost.
19. Offer received incomplete in any manner will be summarily rejected.
20. Any correction or overwriting in the offer should be attested by the quotationer or else offer is liable for rejection.
21. 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.
22. Sri Prasanta Kumar Malik, Sr. Asst Balasore Municipality is the consignee to receive the materials.
23. 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.

Signature & seal of the bidder

  
EXECUTIVE OFFICER  
BALASORE MUNICIPALITY

24. Any other information can be had from the Office of the Executive Officer, Balasore Municipality, Balasore during the Office hours ( Except Govt. Holidays) .
25. The cover containing the quotation shall be super scribed with **Quotation Call Notice No. & date.**
26. The Authority reserves the rights to reject any or all the quotations without assigning any reason thereof.
27. In case of any legal dispute arises, the matter will be taken in to Law court at Balasore jurisdiction only.

Signature & seal of the bidder

  
EXECUTIVE OFFICER  
BALASORE MUNICIPALITY



## SPECIAL TERMS AND CONDITIONS

- a. Latest GST clearance certificate is to be produced along with the offer from the concerned suppliers.
- b. **Waive any minor informality or non-conformity or irregularity:** BALASORE MUNICIPALITY may at its sole discretion may waive any minor informality or non-conformity or irregularity in a proposed document, which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any Tenderer.
- c. **Conditional offers by the Tenderers:** The Tenderer should abide by the terms and conditions specified in the document. If tenderer submit conditional offers it shall be liable for outright rejection.
- d. **Modification and Withdrawal of offers:** Modification or Withdrawal of offers is not permissible after its submission. If the offer is withdrawn before the validity period, the EMD will stand forfeited.
- e. **Clarification of offers:** To assist in the scrutiny, evaluation and comparison of offers, the Executive Officer, Balasore Municipality may at his discretion, ask some or all vendors/ tenderers for clarification of their offer. The request for such clarification and the response will necessarily be in writing
- f. **The authority have rights to accept any proposal and to reject any tender or all Tenders:** Notwithstanding anything stated herein, the Executive Officer, Balasore Municipality reserves the right to accept the tender or reject any tender, and to cancel the tendering process and reject all tenders at any time before the award of the contract, without assigning any reason.

Signature & seal of the bidder

  
EXECUTIVE OFFICER  
BALASORE MUNICIPALITY

**g. Cost and Currency**

- I. The offer must be made in Indian Rupees only. Taxes, duty and other levies, as applicable at the time of submission of tender to be mentioned separately.
- II. The rates quoted shall be fixed with transparent cello tape.

**h. Legal jurisdiction**

All disputes shall be subject to the jurisdiction of Courts of Balasore.

**Signature & seal of the bidder**

  
**EXECUTIVE OFFICER  
BALASORE MUNICIPALITY**

# QUOTATION SCHEDULE

## Supply & installation of non Chinese brand LED rope waterproof outdoor light

E.M.D. to be Deposited : 1 % Quoted Value

Cost of quotation Schedule :- Rs. 4,000.00

Period Of Supply & installation : Ten Days

Sl No.	Description	Unit	Quantity (Approx)	Make	Unit Rate without GST (In RS)	Total Amount In Figure according to the quantities without GST (In Rs.)	Total Amount In Words according to the quantities without GST. (In Rupees)
1	Supply & installation of 2 nos. of 5 mtrs long strip white colour LED based water proof rope light (non Chinese brand) in each existing street light pole including all cost of required accessories, labour charges, testing & Service connection from the Junction box of the each pole including minimum of 02 Years warranty. (Make:- Jaquar, Bajaj, Havells.)	Strip (5 Mtrs)	102 Strips				

• GST :- \_\_\_\_\_ %

Seal & Signature of the Quotationer

ACCEPTED



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.			

•  
(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:-	

•  
(Signature of the bidder)