

BALASORE MUNICIPALITY

BID - DOCUMENT

(To be enveloped in sealed cover)



Name of the work:-

Supply & Installation of LED Street Lights and surface wiring of Vending Units at Naya Bazar Vending Complex.

Quotation Schedule

Issued against Bank Draft / Banker's Cheque

No. _____ Dt. _____

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



OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251222

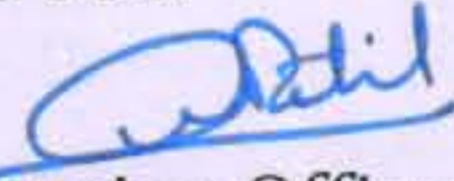
Tel No. 06782-251267(O), FAX No.06782-251222

e-mail:- balasoremunicipality@rediffmail.com

Notice Inviting Quotation Call Notice No. 2940 Dtd. 25-03-2021

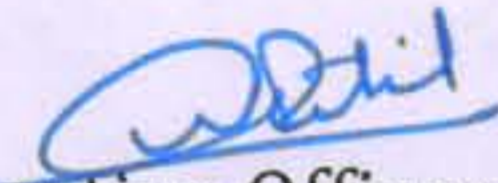
Name of the work:- Supply & installation of LED Street Lights and surface wiring of Vending Unit at Naya Bazar Vending Complex.
Tender / Quotation Paper Cost:- Rs. 4,000.00
Last Date of Sale / Downloaded of DTCN:- Upto 05.00 P.M. of dt.12.04.2021.
Last date of Receipt of Tender:- Upto 05.00 P.M. of dt.13.04.2021.
Date of Opening:- 05.00 P.M. of dt.13.04.2021.

Details can be seen / downloaded from the official website of Balasore District. www.baleswar.nic.in from dt. 25.03.2021 to dt.12.04.2021 upto 02.00 PM.


Executive Officer,
Balasore Municipality.


Memo No. 2941 dt. 25-03-2021

Copy to the DIPRO, Balasore for publication of Quotation Call Notice in any daily OdiaNews paper, once in with a minimum Size & space at the I & PR rate on or before dt. 26.03.2021 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.

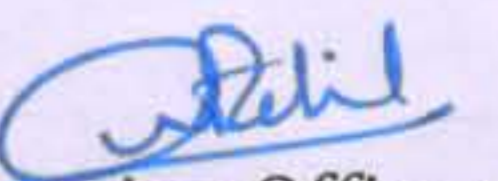
Memo No. 2942(7) dt. 25-03-2021

Copy 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. 2943 dt. 25-03-2021

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


Executive Officer,
Balasore Municipality.

Memo No. 2944 dt. 25-03-2021

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


Executive Officer,
Balasore Municipality.



OFFICE OF THE MUNICIPAL COUNCIL, BALASORE

Tel & Fax No. 06782-251222

Tel No. 06782-251267(O), FAX No.06782-251222

e-mail:- balasoremunicipality@rediffmail.com

No. 2945 /

Dtd. 25.03.2021

DETAILED QUOTATION CALL NOTICE


The Executive Officer, Balasore Municipality on behalf of Balasore Municipality Council, Balasore invites sealed quotation from Reputed Manufacturer / Computer such as BAJAL / HAVELLS / Crompton Greaves / Philips or their authorized dealers having special authorization letter from the above Company and / or tie-up with Electrical contractor having Medium Voltage (MV) license or above issued from ELBO, Odisha for supply & Installation of electrical street light fittings with other accessories as per the specification.

Sl No.	Description	E.M.D.	Cost of Quotation Schedule	Period of Supply & Installation
01.	A. Supply & Installation of the specified LED Street Light fitting at Naya Bazar Vending Complex as per specification & drawing. (BAJAL / HAVELLS / Crompton Greaves / Philips) B. Surface Wiring of Vending Unit.	1% of the total quoted rate.	RS. 4,000.00	15 (Fifteen) days from the order.

The Quotation Schedule, terms & conditions, specification and other necessary documents shall downloaded from the site of official website of Balasore District, [http:// baleswar.nic.inw.e.fdt.25.03.2021](http://baleswar.nic.inw.e.fdt.25.03.2021).

The downloading & receipt of the quotation schedule shall start from **dt. 25.03.2021** and close on **dt.12.04.2021** at **05.00 P.M.** The quotations shall be received in the Office of the Executive Officer, Balasore Municipality through **Regd. Post & Speed Post** put in tender box addressed to the "**Executive Officer, Balasore Municipality, Balasore**" on or before **dt.13.04.2021** at **05.00 P.M.** The authority will not be held responsible for the postal delay, if any, in delay of the documents and non-receipt of the same in time. The sealed quotations will be opened on **dt.13.04.2021** at **05.00 P.M.** 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.

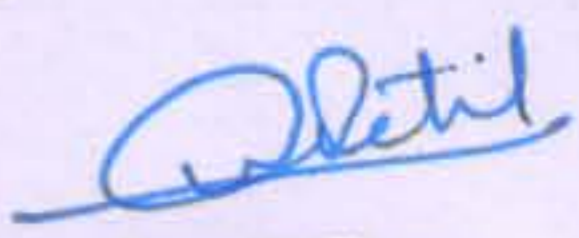

Executive Officer,
Balasore Municipality.



TERMS & CONDITIONS


1. Reputed Manufacturer / Company such as **BAJAJ / HAVELLS / Crompton Greaves/Philips** or their authorized dealers having special authorization letter from the above Company and/or tie-up with Electrical Contractor having Medium Voltage (MV) license or above issued from ELBO, Odisha can participate in the Quotation. **The dealer must enclose special authorization letter from the specified manufacturer/ company and M.V. license with their offers.**
2. The materials shall be as per the specification only as mentioned in Quotation Schedule and strictly in accordance with relevant ISI specification.
3. GST and other taxes and duties (in %) if any should be mentioned separately. The quotationer should attach attested true copies of GST Regd., valid GST Clearance Certificate & 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. In case 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 quotationer 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/ Balasorecheque** 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 requirement.
11. The materials should be supplied and installation should start within 15 (Fifteen) days from the date of issue of the supply order.

QUOTATIONER


Executive Officer,
Balasore Municipality.

12. The material shall be guaranteed and to be maintained for a period of one year 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.
13. 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 obtaining no dues from the audit.
14. 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.
15. Time is the essence of this contract. The supplier will adhere to supply as per schedule strictly.
16. 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.
17. Any materials found defective is to be replaced immediately in free of cost.
18. Offer received incomplete in any manner will be summarily rejected.
19. Any correction or overwriting in the offer should be attested by the quotationer or else offer is liable for rejection.
20. 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.
21. Sri Himanshu Das, Technical Consultant, Balasore Municipality is the consignee to receive the materials.
22. 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.
23. Any other information can be had from the Office of the Executive Officer, Balasore Municipality, Balasore during the Office hours (Except Govt. Holidays) .
24. The cover containing the quotation shall be super scribed with **Quotation Call Notice No. & date.**
25. The Authority reserves the rights to reject any or all the quotations without assigning any reason thereof.
26. 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

4 INSTRUCTIONS TO TENDERER :

- 4.1 The tender received after the last date shall be rejected automatically.
- 4.2 If the envelope is not sealed and marked as instructed, Balasore Municipality assumes no responsibility for the misplacement or premature opening of the contents of the proposal submitted and such proposal may at the discretion of Tender Committee be rejected.
- 4.3 To verify the tenderer qualifications, BALASORE MUNICIPALITY would strictly go by the documents asked as proof against each qualifying Criteria, which must be submitted with the tender. Any post-submission would not be considered.
- 4.4 Proposals of only those tenderers would be evaluated further who meet all the above Eligibility Criteria.
- 4.5 To facilitate evaluation of proposals, Balasore Municipality at its sole discretion may seek clarification in writing from any Tenderer regarding its proposal.
- 4.6 All the necessary documentary proof with respect to above mentioned parameters should be submitted for consideration of the purchase Committee with the tender. .
- 4.7 The information & documentary proof for same should be provided with the Tender along with satisfactory Certificate on the work of the Department from the vendor/company.
- 4.8 The tenders will be opened in the presence of tenderers or their authorized representative who may wish to be present at the time of opening of tender.

Signature & seal of the bidder


**EXECUTIVE OFFICER
BALASORE MUNICIPALITY**

5. 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, 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 and thereby without incurring any liability to the affected tenderer/s or any obligation to inform the affected tenderer/s of the grounds for Balasore Municipality Executive Officer's action/decision.

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.
- III. The quoted rates shall be **exclusive of all taxes** permissible under rules.

h. Legal jurisdiction

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

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.			

•
(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)