

**OFFICE OF THE EXECUTIVE ENGINEER  
ELECTRICAL DIVISION - II, EM SECTOR, KMDA  
UNNYAN BHAVAN BLOCK-D, 2<sup>ND</sup> FLOOR  
SALT LAKE, KOLKATA- 700091**

**NOTICE INVITING QUOTATION NO: KMDA/EM/EE/ED-II/NIQ-60/2024-25 dated 16.12.2024**

Sealed quotation are invited by the Executive Engineer, Electrical Division-II, E-M Sector, KMDA in KMDA Form NO.1 for the following jobs from the eligible OEM/ Authorized Dealer of OEM Firms/Authorized Dealer of OEM.

Sl. No	Description of works	Estimated Cost (Rs.)	Earnest Money Deposit (Rs.)	Time of completion	Cost of Quotation Document	Remarks
1.	Supply, Installation Testing commissioning of new Hi Wall Split AC machines at the office of the CE, PM&C(D&V), KMDA.	Rate to be quoted.	1,852.00 (Initial)	10 (Ten) Days	350.00	Quotation documents along with other particulars may be had from the above office as per following schedule

[www.kmda.wb.gov.in](http://www.kmda.wb.gov.in) / [www.kmda.wb.gov.in](http://www.kmda.wb.gov.in) / [www.tenderwizard.com/KMDA](http://www.tenderwizard.com/KMDA)

- |  |                           |
|--|---------------------------|
| 1. Last date and time limit of receiving application for quotation | : 31.12.2024 up to 3.00PM |
| 2. Last date and time limit of purchase quotation documents        | : 02.01.2025 up to 3.00PM |
| 3. Last date and time limit of submission of quotation documents   | : 04.01.2025 up to 3.00PM |
| 4. Date and time of opening quotation documents                    | : 04.01.2025 at 4.00 PM   |

**Issue of quotation documents:-**

Intending quotationer should submit their application to the office of the undersigned in duplicate in their own letter head along with photocopies of the following documents for obtaining qualification to remain in the tender process.

- (i) The firm shall have valid and/or renewed trade license.
- (ii) The intending quotationer shall have valid up to date clearance certificate of Professional tax. If up to date PTCC is not obtained then receipted copy of tax deposit challan from the date of PTCC last issued/obtained to the current year shall have to be produced.
- (iii) The firm shall have valid GST Registration with Certificate (Provisional Certificate not acceptable).
- (iv) The firm shall have valid PAN issued by GOI with IT (last F.Y.) Return.
- (v) Authorized Dealer of OEM Firms should submit valid and proper Dealership Certificate of OEM.
- (vi) Bidder having successfully completed/executed similar nature of contract job within last five years of value not less than **Rs.37,039.00** in one single contract or value not less than **Rs.27,779.00** in each of two separate contracts for obtaining minimum qualification criterion under any Government /Govt. undertaking/Autonomous Body. Completion certificate by the said department in favor of the bidder is only accepted.
- (vii) The work completion certificate (Credential) must specify detailed nature of job completed, Tender value of job, date of commencement of work and date of completion of work and Final Bill Value.
- (viii) Partnership firms should submit a copy of the Partnership deed along with the application otherwise the application may not be considered.
- (ix) All the pages of Quotation paper and all the documents (Submitted as Bid documents) including photo copies must be signed by the authorized representative on the body of such documents in the following manner, failing which the application may not be considered.
- (x) A declaration on company's letter head stating that documents submitted/furnished by him are true and Genuine to the best of his knowledge and belief in case any fraudulent activities are observed and or detected he should solely responsible for such activities. He shall also declare that whether his firm has been debarred in recent past from any sort of tendering in any department or punished in any form.

After scrutinizing all above documents department will issue quotation documents if those documents are found in order.

**Mode of submission of quotation documents-**

- (i) Quotationer shall mention their offered rate/amount in rupees to the departmental schedule in proper position of the documents both in figure and words written in indelible ink and in English scripts. Documents shall be signed by the quotationer /authorized signatory with company's seal on each page of the documents.
- (ii) The Earnest money Deposit as mentioned above in the form of Bank draft /Pay order from a scheduled bank payable at Kolkata in favor of "KMDA" shall be enclosed with the quotation documents. Apart from the statutory Taxes, Cess etc. as per circular/notification of the Union Govt. / Govt. of W.B., Security Deposit @10% of billed value shall be deducted from contractor's bill of which EMD already deposited with the department shall be converted into security deposit. The stated security deposit shall be refundable as per KMDA FROM No. 1.
- (iii) The quotation documents shall be placed in sealed cover superscripting the N.I.Q. No., description of work.
- (iv) The quotation document so prepared shall be submitted in tender box kept in the below mentioned office within due date & time.
  - a) Office of the Executive Engineer, ED-II, EM Sector, KMDA, 2nd Floor, D-Block, Unnayan Bhavan,Kolkata-700091.

**Particular Instructions to the Qotationer:-**

- (i) In no Circumstances the quotation amount will be enhanced after acceptance of Quotation.

**Opening of the Quotation document:-**

At the prefixed date & time quotation will be opened at the office chamber of the Executive Engineer of Electrical Division-II, EM Sector, KMDA.

Intending quotationer or their representative may present during opening of quotation.

**Disclaimer:-**

KMDA reserves the right to reject, acceptant or all the quotations /bids without assigning any reason whatsoever.

*Sd/-*

Executive Engineer  
Electrical Division-II, E-M Sector KMDA

NO:277/(15)/EE/ED-II/EM/KMDA/T-01

Dated:16.12.2024

Copy forwarded to:-

1. The Chief Engineer, EM Sector, KMDA.
2. The Chief Engineer in charge, EM Sector, KMDA.
3. The Superintending Engineer, EC-I, EM Sector, KMDA.
4. The PMC Sector, KMDA.
5. The Deputy Secretary (PR), KMDA, Unnayan Bhavan- with the request to upload the NIQ to KMDA Website. NIQ along with copy of approvals are enclosed.
- 6-12. The Executive Engineer, ED-I/III/IV/V/VI/VII/VIII, EM, KMDA.
13. The A.C.F.A., EM Sector, KMDA.
14. The Divisional Accountant, ED-II, EM, KMDA.
15. Notice Board.

*Sd/-*

Executive Engineer  
Electrical Division-II, E-M Sector, KMDA