



OFFICE OF THE SUPERINTENDING ENGINEER
HIT WING, K.M.D.A

19 G.T. ROAD (S), KOLKATA – 711101

Memo no-SE/KMDA/HIT WING/O&M/10/2025-26/111

Dated: 19/11/2025

Quotation Notice No:03/SE/HIT WING/KMDA of 2025-26

Superintending Engineer, HIT WING, KMDA for and on behalf of Kolkata Metropolitan Development Authority (KMDA) invites offline quotation from eligible agencies for the following works. The criteria for participation in the quotation is mentioned in detail below.

Name of Work	Earnest Money Rs.	Total Amount to be quoted Rs.
Supply and Installation of Glow Sign Board and Radium Board at HIT ECO PARK, Howrah.	2% of Quoted Amount	
1) Glow Sign Board Star flex, LED 2 lines, with SMPS.(size=15feetx 2 feet)=1 No		
2) Radium Board (5 feetx 3 feet)= 1 No		

(1.0)

Sl no.	<u>Items for consideration</u>	<u>Information</u>
1	Name & Address of the tender Inviting authority	Superintending Engineer, HIT WING, KMDA 19 G.T. ROAD (S), KOLKATA – 711101
2	Firm (s) / Contractor(s) eligible to submit quotation	Any agency willing to take part in the quotation process must have executed similar nature of work.
3	Estimated Value of work	Total amount to be quoted.
4	Time of Completion	5 (Twenty) Days.
5	Collection of documents	The interested agency can collect the tender documents from this office or can search the NIQ in the KMDA website.

- 6 Submission of Quotation : Rates are to be quoted by the bidders in their own company letter head as per format given in the notice.
The quoted amount (both in figures and words) should include GST and L.W. Cess.
- 7 **Date & time limit** for request of NIQ : **from 20.11.2025, 13.00 hours to 24.11.2025, 14.00 hours.**
- 8 **Date & time limit** for submission of quotation : **from 20.11.2025, 13.00 hours to 24.11.2025, 14.00 hours**
- 9 **Date & time for opening of quotation** : **24.11.2025 at 15.00 hours**

2. Scope of work-

Supply and Installation of Glow Sign Board and Radium Board at HIT ECO PARK, Howrah.

Regarding the content, location, design and choice of colours of the Glow sign Board and radium board, the interested parties are informed to contact with HIT Wing/KMDA on any working day from 2.00 pm to 4.00 pm.

The work should include all accessories with fitting and fixing of Glow sign Board and radium boards with labour charges. All the boards should have 1(One) year warranty and for any damages or deterioration, the service will be provided within 15 days after intimation of concerned authority.

3. Submission of Quotation:

Quotations are to be submitted along with following documents-:

- i. The firm shall have valid and / or renewed trade license.
- ii. The intending tenderer shall have valid up to date clearance certificates 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.
- iv. The firm shall have valid PAN issued by GOI with IT (last year's) Return.
- v. Quotationer should have successfully completed installation of glow sign board or similar nature of work during last 5 (five) years prior to the date of this notice.

In case of Running work, only those tenderers who will submit the certificate of satisfactory running work from the concern competent engineering authority will be eligible for participating in the tender. In the certificate, it should clearly states that the work is in progress satisfactorily, detailed nature of job of execution, Tender value of job, date of commencement of work, date of completion of work, and also that no penal action has been initiated against the executed agency.

- vi. All the pages of Tender paper and all the documents (submitted as Bid Document) including photo copies must be signed by the authorized representative on the body of such documents.

Submission false document by tenderer is strictly prohibited and if found action may be referred to the appropriate authority for persecution as per relevant I.T. Act. With forfeiture of earnest Money forthwith.

Qualified agency has to execute 05 (Five) copies of formal tender with KMDA against fee @ Rs 300/- per copy.

4.0 Earnest Money Deposit:

The tenderer shall have to deposit earnest money of 2% (two percent) quoted rate in the form of bank draft from any Nationalized bank drawn in favor of KMDA payable at Kolkata.

5.0. Security Deposit :

An amount @8% of the work /supply will be recovered from the bill of the L1 bidder. 2 % already with the department as EMD shall together form 10% security deposit which will be retained for 1(One) year from the date of completion of the work as certified by EIC.

6.0 Rates inclusive of all charges:

As stated elsewhere the rate quoted by the tenderer shall be inclusive of all elements of taxes, GST and duties, demands.

The tenderer shall include GST, LW cess etc. as applicable, octroi if any, toll, ferry charges, local charges, royalties, service taxes, turn over taxes, custom duties and all other charges as applicable.

The Tender Accepting Authority reserves the right to reject any or all the tenders, without assigning any reasons whatsoever.

Superintending Engineer
HIT WING/ KMDA

No. SE/KMDA/HIT WING/O&M/10/2025-26/111
Copy forwarded for information to:-

Dated :19/11/2025

1. The Special Secretary, work cell / KMDA.
2. The OSD & EO, Senior Deputy Secretary/HIT Wing (KMDA).
3. The Director of Finance, KMDA.
4. The Deputy Secretary (P.R.C), Public Relation Cell /KMDA, for display this NIQ in KMDA Website.
5. The Account Officer, HIT Wing, KMDA.
6. The P.S. to the Chief Executive Officer, KMDA.
7. The Executive Engineer, Div-VIII/HIT Wing (KMDA).
8. Notice Board.

Superintending Engineer
HIT WING/KMDA