



GOVERNMENT OF WEST BENGAL
OFFICE OF THE EXECUTIVE ENGINEER
MEDINIPUR DIVISION, HOUSING DIRECTORATE
P.W.D. OFFICE COMPLEX (2nd Floor),
NEAR RAKHAL MEMORIAL FOOTBALL GROUND (MAIN GATE)
P.O. TAMLUK, DIST.- PURBA MEDINIPUR, PIN - 721636
E-MAIL - eemeddiv@gmail.com

Memo No: 72

Date : 18.01.2018

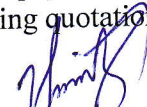
NOTICE INVITING QUOTATION
No. 07 OF 2017-2018 OF THE EXECUTIVE ENGINEER
MEDINIPUR DIVISION, HOUSING DIRECTORATE

1. Sealed Quotations in plain paper are hereby invited from bonafide reliable & resourceful & experienced contractors for "Cleaning & Sweeping for different Housing Estate at R.H.E. Bachurdoba, R.H.E Subhasnagar, & R.H.E Seikhpura, R.H.E Barapathar, R.H.E Ghatal & Medinipur Sub-Division Rangamati, Haldia Sub-Division & Medinipur Division office Tamluk, under Medinipur Division, Housing Directorate for Twelve(12) months", as per terms & conditions enclosed. The quotations will be received by the Executive Engineer, Medinipur Division, Housing Directorate upto 2.00 P.M. on 08.02.2018 & will be opened by him on the same day half an hour after receipt of the quotations in presence of such quotationers who may choose to attend.
2. The successful quotationers will have to deposit 2.00% (Two percent) of the quoted amount only as earnest money by crossed Bank Draft or in any other form as per norms in favour of the Executive Engineer, Medinipur Division, Housing Directorate. The earnest money shall be refunded after completion of the contractual period.
3. The Successful quotationers will have to execute contract in WBF No 2911(i) /2911 (ii) in two copies & one no. in plain papers along with other documents within Seven (7) days from the date of letter of acceptance / work order: failing which , the quotation is liable to be rejected & Earnest money will be forfeited to The Govt..
4. No work shall be commenced or liability incurred until the work - order issued .
5. The acceptance of the quotation will rest with the Executive Engineer, Medinipur Division, Housing Directorate, who does not bind himself to accept the lowest quotation & reserve the authority to reject any or all the quotations received without assigning any reasons.
6. The validity of this contract will remain valid for one (1) year from the date of issue of the Work- Order/or till Selection of new Agency for next Financial Year.
The quotation documents & other relevant particulars (if any) may be seen by the intending quotationers during office hours in the office of the Executive Engineer, Medinipur Division, and Housing Directorate.
7. Eligibility of Contractors:- Outside Bonafied contractors having necessary credentials within last 5(five) years.
8. Necessary documents to be required- PAN, Trade License, GST Registration Certificate, P-TAX (up to date), Latest IT Return and other necessary documents.

The Executive Engineer, Medinipur Division, Housing Directorate, reserves the right to refuse or issuance of quotation paper to any applicant without assigning any reasons for it & the decision of the Executive Engineer, Medinipur Division, Housing Directorate, in this respect will be final Last date of Application for quotation document will be received up to 2.00 P.M. on 31.01.2018 & Last date for Issuance of quotation document is upto 3.00 P.M. on 05.02.2018. Quotation papers will be issued free of cost to the applicants.

No quotation documents will be issued on the last date of receiving quotations.

Intending quotationer should arrange to procure quotation papers well in advance to avoid difficulties due to non availability at Head quarter of officer issuing quotation papers.


Executive Engineer,
Medinipur Division, Housing Directorate

Memo No: 72 /1(1)

Date: 18.01.2018

Copy forwarded to the Deputy Director of information, I & CA department, 9th floor, Nabanna, 325, Sarat chatterjee Road, Shibpur, Howrah- 711102. With a request to arrange for publication in one English & one Bengali Newspaper with the intimation to this office, necessary bill in this respect may be sent to this office.

Memo No: 72 /1(18)

Date: 18.01.2018

Copy forwarded to:

1. The Chief Engineer, Housing Directorate New sect. Building , kolkata – 1.
2. The Joint Secretary, Housing Department for display on the Website of Housing Department.
3. The Superintending Engineer, Western Circle /South Circle/ North Circle.
4. The Executive Engineer, Burdwan Division, Bankura Division, Housing Directorate.
5. The Assistant Engineer, Haldia Sub-Division / Medinipur Sub Division for information with the request to kindly paste copy of this tender notice on NOTICE BOARD for publicity.
6. The District Magistrate, Paschim Medinipur/Purba Medinipur.
7. The Commercial Tax Commissioner, Govt. of West Bengal.
8. The Labour Commissioner, Tamluk / Medinipur, Govt. of West Bengal.
9. The Treasury Officer, Tamluk Treasury, Tamluk, Purba Medinipur for information & necessary action.
10. The Estimate Section.
11. The Divisional Accounts Officer, Gr. - II, of this Division.
12. The Cashier of this Division.

Executive Engineer,
Medinipur Division, Housing Directorate

Name of Housing Estate under Medinipur Division, Housing Directorate for conservancy works.

Sl No	Name of the Housing Estate	No of Flats	Name of the Sub-Divn.	Monthly Rate per Sweeper Rs.	No of Sweeper	Total Amount per Month Rs.	Remarks
1	R.H.E. Bachurdoba, Jhargram	114	Medinipur Sub-Division		2		
2	R.H.E. Subhasnagar & Seikhpura, Paschim Medinipur	(48+144)=192	Medinipur Sub-Division		(1+1) = 2		
3	R.H.E. Barapathar, Paschim Medinipur	(112+96)=208	Medinipur Sub-Division		2		
4	R.H.E. Ghatal & Medinipur Sub-Div office, Paschim Medinipur	32 + S.div office	Medinipur Sub-Division		2		
5	Haldia Sub-Div & Med. Div. office	2 bldg.	Haldia Sub-Div.		2		

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**TERMS & CONDITIONS FOR CONSERVANCY WORK FOR DIFFERENT
HOUSING ESTATE UNDET MEDINIPUR DIVISION, HOUSING DIRECTORATE.**

1. Sweeping the compound of the Housing Estate at least twice in a week. This includes cutting of jungles & bushes & removal of dead animals, if any.
2. Sweeping of the common staircase including corridor of the all floor of the building thrice a week of which once with water, to remove the dead animals, (if any) as & when needed.
3. Brushing & cleaning the surface drain every day.
4. Cleaning the garbages from dustbin every day.
5. Cleaning the roofs of the blocks once in a month.
6. Spreading bleaching powder lime & phenyl etc. at least twice in a week.
7. Removing chockage of S.W. line & S.W. trap inspection pit, septic tank etc. as & when necessary.
8. Operation of water line as & when necessary in case of emergency.
9. All tools & plants viz. Wheel Barrows, Kodali, Belcha, hacksaw, broomstick, brush etc. & sufficient quantity of Bleaching Powder, Lime & Phenyl etc. shall have to be arranged by the contractor at his own cost.
10. The contractor shall take all possible care for the Govt. property & of any damages due to negligence of his workers, the contractor shall be responsible for all such damages & repair the same at his own cost.
11. All precaution shall have to be taken by the contractor for the safety & security of the workmen engaged by the contractor & the department shall not be responsible for any deposit or claims arising out of any such dispute under any Act of the state.
12. The contractor shall see that the workers engaged by him maintain a good relation with the licences/tenants & the departmental staff at site.
13. The contractor or his agent shall report to the site office of the estate on every working day during office hours. But the services shall have to be done on Sunday & Holidays also as per programs & direction of the Executive Engineer, or his representative.
14. The rate should for be quoted service charge i.e. all incidental charges whatsoever that may occur during execution of work. The quoted rate also should satisfied the minimum wage rate as per government circular by office of the labour commissioner vide memo no.- 03/Stat/RW/108/568/2012/LCS/JLC dt. 03/01/2018. The contractor shall submit monthly bill, to the Executive Engineer, through Assistant Engineer, for the respective Sub- Division by 1 st week of the following month & monthly payment shall be made by The Executive Engineer, after completion of a month.
15. If the contractor fails to take up the work within 7(Seven) days from the date of issue of work order & fails to render satisfactory service as listed above, the tender shall be terminated as per condition of contract.
16. The contract may be terminated by giving one month's notice on either side & on this event, no claim for idle labour etc. shall be entertained.

Executive Engineer,
Medinipur Division, Housing Directorate

Labour charges for Conservancy work within the estate as per terms & conditions e.g. sweeping the compound road & staircase thrice in a week cleaning the garbages every day from dustbins, cleaning the roof of blocks once in a month brushing & cleaning the surface drains every day removing chokage of S.W. lines trap inspection pit & spreading bleaching powder, lime , phenyl etc. & operation of water line as & when required etc. including cost of all materials & tools & plants complete as per direction of E.I.C.

For the R.H.E. Bachurdoba, R.H.E Subhasnagar, & R.H.E Seikhpura, R.H.E Barapathar, R.H.E Ghatal & Medinipur Sub-Division Rangamati, Haldia Sub-Division & Medinipur Division office Tamluk, under Medinipur Division, Housing Directorate.

Consisting of _____ Nos. flats

Number of Sweeper = **2 Nos.** @ Rs..... per month per Sweeper

Total Amount = Rs..... per month

(Rupees)

For **12 (Twelve) Month** = Rs. per year

(Rupees)

Signature of the Quotationer.

With Seal (if any)

Address :

PAN No.

GST No.

PHONE No.



Executive Engineer,
Medinipur Division, Housing Directorate