

# Office of the Municipal Councillors of Khardah

## B.T.Road,Khardah

### NOTICE INVITING TENDER

Memo No:KDHM/...~~979~~.../18

Date : 03.12.2018

As per decision of the Chairman in Council meeting sealed tenders in prescribed printed Municipal form are here by invited from the reliable & resourceful Supplier/Dealer/Distributor or Manufacturer by the Chairman on behalf of the Municipal Councilors of Khardah Municipality for obtaining a rate contract for Auto mentioned below for supplying of Auto to the Public Health & Convenience Department for the year 2018-2019. Vehicle should be supplied as per direction of the Municipality within Municipal area. Rate should be quoted inclusive of all taxes & delivery charges at site. Supply order will be given as per requirement to the selected suppliers time to time as per issue of order. Applicant will received quotation paper from cash dept. available from the office hour from 11A.M. to 1P.M. except Saturday(2<sup>nd</sup> & 4<sup>th</sup> Only) & Sunday & other holidays.

A.a)	Name of the materials	:	Enclosed in separate sheet
b)	<b>Suppliers</b> eligible for submission of rate	:	# Suppliers should have Valid Trade License/Enlistment Certificate, PAN No., GST registration certificate & Professional Tax Clearance Certificate.
c)	Printed form in which quotation is to be submitted	:	In printed Municipal Form along with special terms and conditions.
d)	Price per copy of the set of quotation documents	:	Rs. 300/- (Rupees three hundred only) per set.
e)	Last date of receiving application for quotation documents	:	12.12.2018 Up to 12.00 P.M.
f)	Documents require to be submitted along with the Application for obtaining quotation paper	:	Valid Trade License/Enlistment Certificate.
g)	Last date, time limit & place for dropping of quotation documents	:	12.12.2018 Up to 01.00 P.M. in the Quotation box kept at Municipality Office.
h)	Date, time & place of opening the quotation	:	12.12.2018 at 01.30 P.M. at Office of the Municipal Councilors of Khardah Municipality
i)	Time of completion of work	:	2018-19.
j)	Mode of issue of quotation paper	:	Quotation paper will be issued by the Office of the Municipal Councilors of Khardah Municipality only to the eligible applicants who have submitted all the requisite documents on recommendation of the S.I.
k)	Earnest money required to be deposited at the time of submission of quotation	:	Rs. 4000.00 (Rupees Four Thousand only) by Bank Draft in the name of "Chairman,Khardah Municipality".
l)	Supply order issuing authority	:	The Chairman/Executive Officer, Khardah Municipality
m)	Authority who will receive the material and make payment of supplied materials	:	The Central store/P.H & C Department

B) The detailed documents and other relevant particulars may be seen by the intending quotationers during office hours within the date mentioned above in the Office of the Municipal

Councilors of Khardah Municipality. The offered rate, if accepted, should be valid for the year 2018-19.

C) The materials are to be supplied in accordance with the procurement programme of this Municipality who would issue the supply order as per terms and condition as laid down hereunder and the payment will be made by them as per the actual materials supplied with entire satisfaction of those authorities. 10 % of contract value/Bill value shall be retained as security deposit money which will be released after successful and satisfactory warranty period as prescribed or after contract term . Supply order shall be issued by those authorities who will take supply of the materials and payment will be made by them.

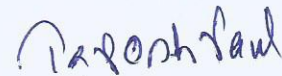
D) If agency fails to supply the materials as per the demand placed by the municipality, penal action in the form of forfeiture of Earnest/security deposit money, as decided by the authority, will be imposed on the agency and the decision of the authority will be conclusive and binding .No price escalation, in any form, within the contract period will be entertained.

E)The rate quoted should be inclusive of all cost of transportation, loading, unloading, staking at site of Khardaha Municipality area and all Taxes, GST, etc. what so ever.

F)Deduction viz (i) ST (ii) IT or any others taxes, due as per rules, will also be deducted from the of the agency.

G) Payment will be made by the concerned authority who will place the supply order.

H) The authority reserves the right to accepted or reject any or all offer without assigning any reason.



Chairman  
Khardah Municipality

**Chairman**  
**Khardaha Municipality**

**Office of the Municipal Councillors of Khardah**  
**B.T.Road, Khardah**

**Supplying of Auto for the year 2018-2019**

S No	Item Name	Specification	Rate/Each (with all taxes)
1.	3 Wheeled passenger carrying complete auto rickshaw.	4 Stroke Oil cooled Engine(BS IV)	
		Compact dual facility fuel system	
<b>*****NOTE:::The Bidder/ Manufacturere must have service centre with requisite available spares in within 100KM of Khardah Municipality Proper address and location must be mentioned in the bid.</b>			
<b>*****NOTE:::Amount of Registration Fees and One Year Insurance Premium is included with bidder amount.</b>			

Office Seal & Signature of Tenderer with Date