

West Bengal Housing Infrastructure Development Corporation Limited

(A Govt. of West Bengal Undertaking)

Reg. Office: - HIDCO BHABAN, 35-1111, Major Arterial Road, 3rd Rotary
New Town, Kolkata – 700 156

Memo No.327/G.M.(Elec.)/HIDCO/NIQ-03/2021-22

Dated: 29-06-2021

NOTICE INVITING QUOTATION

N. I. Q. No. – 03 of 2021-2022 of G.M. (Electrical), WBHIDCO

Sealed **Quotations** are invited on **Quoted Rate** basis from the agencies having adequate experience in similar nature of work in Govt. / Semi Govt. / Govt. undertaking / PSU with submission of completion certificate in support of similar nature of work. **No Private Credential will be considered.**

The details of the Tender are given below:

01.	Name of Work.	:	Supply of printed Form, Booklet as per specimen for use in the day to day work at G.M. (Elect.) office, New Town Kolkata under WBHIDCO.
02.	Estimated amount put to tender.	:	Rate to be Quoted
03.	Last date of Receiving Application	:	05-07-2021 up to 1.00 p.m.
04.	Last date of issue of Tender paper	:	07-07-2021 up to 3.00 p.m.
05.	Last date & time for dropping of Tender Paper	:	09-07-2021 up to 2.00 p.m.
06.	Opening Date and Time of Tender	:	09-07-2021 at 3.00 p.m.
07.	Completion period	:	7 (Seven) Days.
08.	Eligibility Criterion	:	Quotation papers shall be issued to the licensed Firms / Agency who have successfully executed similar nature of job as mentioned above and the bidder should quoted their rate inclusive all applicable taxes.

Following Documents are to be submitted

I) PAN, (II) Last year I.T. Return documents, (III) Trade License, (IV) GST Registration Certificate, (V) Latest P. Tax Challan.

The Tender Documents, comprising of appropriate printed Tender form, specific schedule of items for the work and other Tender Documents may be had from the office of the G.M. (Elect.) during office hours.

The successful tenderers will have to execute formal agreement in prescribed Tender Form of WBHIDCO alongwith contract documents on basis of value of work on payment for each set. The undersigned will issue necessary Challan to the successful tenderer for purchase of such Tender Paper which shall be deposited to the Syndicate Bank of Rajarhat Branch on payment of said amount along with a non judicial stamp paper of **Rs.100.00 (Rupees One Hundred) only** for executing agreement of contract with the WBHIDCO.

OSD (Electrical), WBHIDCO reserves the right to refuse permission to any applicant without assigning any reason whatsoever.

**General Manager (Electrical),
WBHIDCO**

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Copy forwarded for information to: -

- 1) The Executive Director (Engg.), WBHIDCO.
- 2) The Joint Managing Director, WBHIDCO **he is requested to arrange to upload the Quotation in the WBHIDCO website.**
- 3) The Chief Engineer (Electrical), WB HIDCO
- 4) The Chief Finance Officer, WBHIDCO
- 5) The Assistant Engineer (Elect.), WBHIDCO
- 6) The Sr. Accountant, G.M. (Elect.), WB HIDCO
- 7) The Sr. T.A. to C.E. (Elect.) WBHIDCO
- 8) The Estimator, G.M. (Elect.), WBHIDCO
- 9) The SAE (Elect). WBHIDCO
- 10) Notice Board

**General Manager (Electrical),
WBHIDCO**