

Government of India  
Ministry of Water Resources,  
River Development & Ganga Rejuvenation  
Brahmaputra Board::Guwahati Division  
Guwahati

Notice Inviting Quotation

Quotation No- BB/GD/NIQ/ 13

dated, September 13, 2017

Sealed item rate quotation in prescribed format in 2(two) envelope system on behalf of Chairman, Brahmaputra Board is hereby invited by the Executive Engineer, **Guwahati Division, Brahmaputra Board, Guwahati** from eligible *Suppliers / Contractors of Government Departments / authorized dealers having required certificate, municipal trade license* for "Supply of various Site Materials required for various activities under the jurisdiction of Guwahati Division, Brahmaputra Board, Guwahati"

Intending bidder may collect non transferable Quotation document from the office of the undersigned on any working days between *11:00 hours to 15:00 hours with effect from 15.09.2017 to 22.09.2017* on payment of Rs. 150.00 (Rupees one hundred fifty) only in the shape of IPO/Demand draft drawn in favour of Financial Adviser, Brahmaputra Board, Basistha, Guwahati-29. The bidder has to deposit Bid security money for an amount of *Rs. 2,000.00 (Rupees two thousand only)* in the form of (i) FDR or (ii) Demand draft or (iii) Deposit at Call Receipt drawn from any schedule Bank guaranteed by Reserve Bank of India payable at Guwahati in favour of the Executive Engineer, Guwahati Division, Brahmaputra Board, Guwahati.

The sealed quotation will be received in the office of the undersigned up to *15:00 hours of 25.09.2017* along with all required document and will be opened on the same day at same place at *15:30 hours* in presence of the bidders or their authorized agent / representatives.

Detailed quotation document can also be seen at Brahmaputra Board's website [www.brahmaputraboard.gov.in](http://www.brahmaputraboard.gov.in) / [www.tender.gov.in](http://www.tender.gov.in) and office Notice Board. Intending bidders may download the tender directly from the website. However, the bidders will have to deposit the cost of tender paper in the form and manner as stated above at the time of submission of tender with the Eligibility Bid of quotation document.

Executive Engineer  
Guwahati Division

Copy for information to:-

1. The P.A. to the Vice Chairman, Brahmaputra Board, Guwahati-29
2. The Deputy Financial Adviser, Brahmaputra Board, Basistha, Guwahati-29
3. The Chief Engineer-II, Brahmaputra Board, Basistha, Guwahati-29
4. The Superintending Engineer, Guwahati Circle, Brahmaputra Board, Basistha, Guwahati-29
5. The Executive Engineer (Assets), Brahmaputra Board, Basistha, Guwahati-29 with request for publication of the complete Quotation document in the web site of Brahmaputra Board **before 15.09.2017 (Soft copy enclosed in pdf format)**
6. The Junior Engineer, Nazarat Branch, Brahmaputra Board, Basistha, Guwahati-29. He is requested to publish the complete quotation document in Brahmaputra Board's web site. (Soft copy enclosed)
7. The Hindi Officer, Brahmaputra Board, Basistha, Guwahati-29
8. The Assistant Executive Engineer, Guwahati Sub- Division, Guwahati, Assam for wide circulation
9. The Assistant Executive Engineer, Pancharatna Sub- Division, Brahmaputra Board, Pancharatna, Goalpara for wide circulation
10. The Assistant Engineer, Mirza Sub-Division, Brahmaputra Board, Mirza, Assam for wide circulation
11. The Assistant Executive Engineer, Shillong Sub Division, Brahmaputra Board, Shillong for wide circulation
12. All Notice Boards of Brahmaputra Board HQ, Basistha, Guwahati
13. Relevant file.

## Detailed Terms and Conditions of the Quotation

1. Sealed item rate quotation in prescribed format in 2(two) envelope system on behalf of Chairman, Brahmaputra Board is hereby invited by the Executive Engineer, Guwahati Division, Brahmaputra Board, Guwahati from eligible Suppliers / Contractors of Government Departments / authorized dealers having required certificate and Municipal trade license for "Supply of various Site Materials required for various activities under the jurisdiction of Guwahati Division, Brahmaputra Board, Guwahati"
2. This quotation is invited under 2(two) Envelope system. First Envelope being "Eligibility Document" will contain documents related to Eligibility Criteria and Second Envelope being "Financial Bid" will contain the documents relating to Item Wise Rates as per prescribed schedule.
3. Envelope-I containing "Eligibility Documents" of all tenders shall be opened first and evaluated and qualified bidders will be short listed. Financial Bids of only qualified bidders shall then be opened at notified time, date and place in presence of bidders or their representatives. The required eligibility criteria to become eligible for opening of "Financial Bid" are as per **Annex-I**.
4. The nontransferable quotation document can be obtained from the office of the Executive Engineer, Guwahati Division, Brahmaputra Board, Guwahati through written application *against payment of Rs. 150.00 (Rupees one hundred fifty)* only in the shape of IPO/Demand draft drawn in favour of the Financial Adviser, Brahmaputra Board, Basistha, Guwahati-29 as per Schedule time and date mentioned in Quotation Notice.
5. The bidder should deposit the required bid security for *Rs. 2,000.00 (Rupees two thousand only)* as stated above in the form of (i) FDR or (ii) Demand draft or (iii) Deposit at Call Receipt drawn from any schedule Bank guaranteed by Reserve Bank of India payable at Guwahati in favour of the Executive Engineer, Guwahati Division, Brahmaputra Board, Basistha, Guwahati. The bid security of the bidder will be retained till validity of the contract. Without the bid security, the quotation will be invalid.
6. The Eligibility document consisting duly attested copies *Contractor Registration document / Dealership Certificate and Municipal trade license, PAN card issued by Income Tax Department, GST Registration Document, Experience certificate with required bid security* as per term and condition stipulated in quotation document should be placed in a sealed envelop subscribing "Eligibility Bid" and Name of Work, Quotation No, Name of Bidder with address etc.

The Financial bid document should also be placed separately in another sealed envelop indicating "Financial Bid" and Name of Work, Quotation No, name of Bidder with address etc.

Both the envelopes are to be placed in another sealed envelope indicating the *Name of work, Quotation No, name of bidder along with name of bidder and to be dropped in the tender box kept in the office of the Executive Engineer, Guwahati Division on or before the scheduled date and time*. The sealed envelope containing complete Quotation

Document is to be addressed to the Executive Engineer, Guwahati Division, Brahmaputra Board, Guwahati. **All pages of the document should be duly signed by the bidder**

7. The quotation will be opened on the Scheduled date, time and place as mentioned in Notice Inviting Quotation. If the Schedule date of receipt and opening becomes a Govt. holyday then the quotation will be opened on the next working day. The interested bidder or their authorized agent / representative may present at the time of opening of the quotation.
8. The rate should be quoted against each item and **should include all types of taxes, profit, delivery charges at various locations** within the Jurisdiction of Guwahati Division. The Jurisdiction of Guwahati Division covers the Assam & Meghalaya. ***The rate should be quoted both in figure and words, overwriting should be avoided, corrections made if any shall be duly initialed by the bidder.***  
  
***The bidder should quote rates against all items. Quotation will not be considered to be valid if rates are not quoted against all items.*** Adequate attention should be given while quoting rates against any item. In case of submission of quotation by ***any bidder by quoting absurd rate, abnormally high rate and abnormally low rate against any items or rates quoted very casually without any market survey,*** his complete quotation document is liable to be rejected.
9. The competent authority on behalf of the Chairman, Brahmaputra Board does not bind himself to **accept the quoted rates even though it is lowest** or any other tender and reserves to himself the authority to reject any or all the tenders received without the assigning of any reason. Quotation, in which any of the prescribed condition are not fulfilled or incomplete in any respect are liable to be rejected. Quotations submitted not as per terms and conditions or containing too much error / corrections and / or absurd rates are also liable for rejection without assigning any reason. Canvassing in connection with quotation is strictly prohibited and the quotation submitted by the bidders who resort to canvassing will be liable for rejection.
10. The rates quoted by the contractor against each item should be **valid for at least 2(two) year after its acceptance**. The same approved rate may also continue further on mutual agreement.
11. The rate quoted shall be inclusive of all types of taxes as applicable. The taxes as applicable will be **deducted at source from the bill amount** at the time of payment.
12. Payment will be made to the contractor **through Bank accounts transfer only** for which the supplier has to furnish the details of his **Bank accounts like Name of Bank, Branch code, Account Number etc** in due course of time. However, the payment of bill will be made subject to the availability of fund.
13. The contractor shall not be **permitted to participate in the Quotation process** of which his near relative is posted as Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Junior Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted Officer in

the Brahmaputra Board or in the Ministry of Water Resources. Any breach of this condition by the contractor would render him liable to be rejected.

14. No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of two years after his retirement from Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.
14. The Quotation for the works shall remain open for acceptance for a period of **90 (ninety)** days from the date of opening of tenders. If any bidder withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said bid security as aforesaid. Further the bidder shall not be allowed to participate in the re-tendering process of the work.
15. The accepting authority will finalized rates of all individual items on examination of all the quotations submitted by qualified bidders as per terms and conditions of quotation.
16. *The bidder will be selected for awarding the supply order only those, whose offered rates stands as lowest for at least against 25% of the individual items of the quotation.*
17. *The bidders cannot claim for award of supply order even though his rates are approved for finalization of rates by this office if their offered rates are not standing as lowest against 25% of the total items of the schedule.*
17. The selected bidder has to sign an undertaking and should give his consent within 10 days from the date of issue of letter of acceptance, for supply of materials as per rates approved by the competent authority even though his all the offered rates are not accepted by the competent authority.

Executive Engineer  
Guwahati Division

## Annexure-I

### Initial Criteria for Eligibility

Following are the eligible criteria for bidders to become eligible for participating in the quotation and opening of their financial bids-

1. A certificate having experience for supply of materials in any Government Department during last 3(three) years satisfactorily. This should be certified by an officer not below the rank of Executive Engineer/ Project Manager or equivalent.
2. Copies of documents of *Contractors registration of Government Departments / Dealership Certificate and municipal trade license, GST Registration* document *and PAN card* issued by Income Tax Department
3. Bid security for Rs. **2,000.00 (Rupees two thousand)** only in the form and manner as stated in the Detailed Notice Inviting quotation against **Para-5 of Detailed Terms and Conditions of the Quotation.**
4. All the Xerox copy of the document submitted along with the Quotation to qualify for the eligibility bid should be duly signed by the bidders. However, if required the bidders has to produced the original copy of the document for verification.
6. All the pages of the quotation document should be duly signed by the bidder.
7. The initial criteria for eligibility prescribed in Para 1 to 5 above will first be scrutinized to find out the eligible bidders, and "Financial Bid" of the eligible bidders only will be opened as per notified date & time and will be considered for preparation of C.S. (Comparative Statement) and finalization of rates of all items. **The bidder will be selected for awarding the supply order only those, whose offered rates stands as lowest for at least against 25% of the individual items of the quotation.**

Executive Engineer  
Brahmaputra Board  
Guwahati Division

Financial Bid (Schedule-II)

Schedule of items for supply of site materials for conducting field survey works and maintenance of other field activities under Guwahati Division

Sl. No.	Items	Unit	Quoted Rate in Rupees	
			Rate (Rs) in figure	Rate (Rs) in words
A	1 Alkathine pipe, 1" dia	Metre		
	2 Alkathine pipe, 3/4" dia	Metre		
	3 Alum	Kg		
B	4 Bamboo (Matured Bhaluka 100mm to 150mm dia and 9m to 10m long)	No		
	5 Bamboo (Matured Jati, 60mm to 75mm dia & 5m to 6 m long)	No		
	6 Bamboo Float (Made of Bamboo and 8" to 10" long having both side knot) for River water velocity measurement	No		
	7 Bleaching Powder	Kg		
C	8 Clock for S,R,R.G (best Quality)	No		
	9 Coir rope	Kg		
	10 Country Boat - supply of country boat with capacity of 20 to 40 quintal (with boatman) for plying in rivers of plain areas under the jurisdiction of Guwahati Division covering the states of Assam and Meghalaya	No		
	11 Country Boat - supply of country boat with capacity of 20 to 40 quintal (without boatman) for plying in rivers of plain areas under the jurisdiction of Guwahati Division covering the states of Assam and Meghalaya	No		
	12 Country Boat - supply of country boat with capacity of up to 20 quintal (with boatman) for plying in rivers of plain areas under the jurisdiction of Guwahati Division covering the states of Assam and Meghalaya	No		
	13 Country Boat - supply of country boat with capacity up to 20 quintal (without boatman) for plying in rivers of plain areas under the jurisdiction of Guwahati Division covering the states of Assam and Meghalaya	No		
	14 Cross Section RCC pillar / RCC location pillar of size 1.00 m x 0.15m x 0.15m, providing at least 4 no-10 mm T.S vertical bars and 6 mm stirrup @ 0.15 cm c/c, including casting with Cement Concrete work of 1:2:4 mix complete.	No		
D	15 Data form for monthly Discharge data form	100 sheet		
	16 Data form for daily analysis of silt observation	100 sheet		
	17 Data form for daily Discharge calculation	100 sheet		
	18 Data form for daily gauge reading for 3(three) times a day	100 sheet		
	19 Data form for daily Silt observation	100 sheet		

Sl. No.	Items	Unit	Quoted Rate in Rupees		
			Rate (Rs) in figure	Rate (Rs) in words	
	20	Data form for hourly Gauge data	100 sheet		
	21	Data form for household survey listing schedule	100 sheet		
	22	Data form for monthly observation of S.R.R.G data	100 sheet		
	23	Data form for monthly Rainfall data observation	100 sheet		
	24	Dust cleaning brush	No.		
	25	Dust collecting tray plastic make	No.		
E	26	Empty Water bottle, 1.00 Litre. Capacity (Milton)	No		
	27	Floor brush for moping with long adj. handle.	No.		
F	28	Field book 100 pages	No		
	29	Filter candle (Puro)	No		
	30	First aid box	No		
	31	Flag cloth (Red /White)	Metre		
	32	Float for river velocity measurement (Wooden Circular) made of local wood of Conical shape with dia 100 mm at one end and 50mm at the other end and length 300mm, dressing properly, complete as directed.	No		
	33	Flood gauge (wooden) of size 100mm x 75mm of length 3.00m, Including dressing properly, champharing one end, coaltaring properly for a length of 1.00m from the champhared end, painting two coats with white paint over one coat of priming coat in the remaining length of 2.00m, marking the metric scale one side (100mm side) on the painted length of 2.00m with black and red paint complete as directed	No		
	34	Enameled gauge plate of size 100mm (width) X 1100 mm (length) made of 18 gauges CRCA steel sheet and anamelled in white back ground and division up to 5 mm in black colour numbering in meter side in red colour. The three coats specialised ceramiccoating processes. The coating is to be fused properly at very high temperature to adhere parmanently to protect gauge plate from all weather and long lasting. 8mm width 6 slots(2 slots at 10cm below from top edge, 2 slots at 10 cm above from botom edge and 2 slots at the centre) shall be provided for fixing as per standards.	No		
G	35	G.I wire	Kg		
	36	Gamaxin Powder	Kg		
	37	G1 wire of different gauge (22, 20, 18, 16, 12, 10, 8 SWG)	Kg		



Sl. No.	Items	Unit	Quoted Rate in Rupees	
			Rate (Rs) in figure	Rate (Rs) in words
	38 Graded River Pebbles / Gravels (4mm to 50mm size)	Cum		
	39 Graph paper for S.R.R.G (100 sheet in a Packet)	Pkt		
H	40 Hassain cloth (Best quality)	Metre		
	41 Hunting shoe (Bata make) (No-7, No-8, No-9, No-10)	Pair		
	42 Harpic (Red) 500 ml bottle	No		
	43 Harpic (Red) 1000 ml bottle	No		
J	44 Jarican 50 Litre. Cap Plastic make	No		
	45 Jungle wood post -1.20m long (Girth 25 to 30 cm)	No		
K	46 Kitchen Knife (Stainless Steel)	No		
M	47 Mirror for toilet 30Cm X 48Cm size	No		
N	48 Nail (Various sizes)	Kg		
	49 Nylon pipe of best quality	Kg		
	50 Nylone rope 1" dia	Kg		
	51 Nylone rope 1/2" dia	Kg		
P	52 Paint Enamel of 1 liter capacity container, (Assian / Burger) (Colour White /Black / Red / Yellow / Silver)	No		
	53 Paint Enamel of 1/2 liter capacity container, (Assian/Burger) (Colour White / Black / Red / Yellow / Silver)	No		
	54 Paint Enamel of 4 liter capacity container, (Assian/Burger) (Colour White / Black / Red / Yellow /Silver)	No		
	55 Painting brush 1" size	No		
	56 Painting brush 1.5" size	No		
	57 Painting brush 1/2" size	No		
	58 Painting brush 2" size	No		
	59 Painting brush 4" size	No		
	60 Painting tuli	No		
	61 Plastic hand glove	Pair		
	62 Polypropin rope of 1/2" dia	Kg		
	63 Polythine sheet	Metre		
	64 Primer (Enamel for wood/iron) (1 liter Container)	No		

Sl. No.	Items	Unit	Quoted Rate in Rupees		
			Rate (Rs) in figure	Rate (Rs) in words	
R	65	Primer (Enamel for wood/iron) (4 litr Container)	No		
	66	Phynle (Scented) 5 lit. container			
	67	Rain coat (Duck Back)	Set		
	68	Rain Gauge Instrument with fibre body (Self Recording) of standard specification and best Quality.	Set		
	69	Rain water collector for Ordinary Rain Gauge (ORG)	No		
	70	Rain water measuring Cylinder for ORG (Standard Size in MKS unit)	No		
	71	Raingauge Instrument (ORG of Standard specification) Fibre body	No		
	72	Recording ink for SRRG 150 ml	No		
	73	Recording ink for SRRG 500 ml	No		
	74	Recording Nib for S.R.R.G	No		
S	75	Sand (course) for water filter	Cum		
	76	Soap (liquid hand wash) 500 ml. bottle. (Dettol )	No.		
	77	Section post (1.20 m long, 150mm X150mm size, RCC 1:2:4, 4 Nos 8 mm tors steel bars & 6 mm stirup) painted in black & white colour alternately at 200 mm interval	No		
	78	Section post (wooden) of local wood painted black & white alternatively (15 cm dia and 1.20m long)	No		
	79	Soda (Sodium hydroxide)	Kg		
	80	Steel wool Pkt	Pkt		
	81	Scrubing Pad for rubbing & cleaning	No		
T	82	Tarfelt 20m roll (Shalimar)	Roll		
	83	Tarfelt paste (1Litre cap)	No		
	84	Tarpin oil	Ltr		
	85	Tarza wall best quality	Sq m		

Sl. No.	Items	Unit	Quoted Rate in Rupees	
			Rate (Rs) in figure	Rate (Rs) in words
V	86 Vim powder 500 gm. Packet	Pkt.		
	87 Vim Bar medium size	No.		
W	88 Waste Cotton	Kg		
	89 Water tank (1000 Litre Cap), (Syntex make)	Kg		
	90 Water tank (500 Litre Cap), (Syntex make)	Kg		
	91 Wooden peg of size 2' x 2" x 2"	Cum		
	92 Wooden Target Board made of local wood plank of 2.54 cm thick and rectangular size of 60 cm x 75cm including fixing with a wooden post of size 10 cm x 10 cm and length 2.50 m, applying priming coat and enamel black paint over the board and bituminous paint over the post, making a triangle at centre of the board with red paint and making circles with white paint and red paint alternately within the triangle and dark yellow paint at the inner circle within the triangle including wooden beading around the target board complete as directed.	Cum		
	<b>Silt laboratory materials</b>			
B	93 Beaker (Borosil) 1000 ml capacity	No		
	94 Beaker (Borosil) 500 ml capacity	No		
C	95 Calcium Chloride (lime)	Kg		
D	96 Desicator 4" dia size (borosil)	No		
	97 Desicator 8" dia size (borosil)	No		
E	98 Electronic balance for silt laboratory	Set		
	99 Enamel Bowl	No		
	100 Enamel Jug	No		
	101 Enamel Plate 9" dia	No		
	102 Enamel Tray 12" x 18"	No		
F	103 Filter paper (250 gm in a pkt)	Packet		
	104 Fractional weight (Box)	No		
	105 Funnel (made of glass and size 4"x3")	No		
	106 Funnel stand (wooden)	No		
H	107 Hot air oven (Size 14"x 14 "x 13")	No		
L	108 Lid for Bucket	No		
M	109 Measuring Cylinder 100ml capacity (Borosil)	No		

Sl. No.	Items	Unit	Quoted Rate in Rupees	
			Rate (Rs) in figure	Rate (Rs) in words
	110 Measuring Cylinder, 200ml capacity (Borosil)	No		
	111 Measuring Cylinder, 500ml capacity (Borosil)	No		
	112 Measuring Cylinder, 1000ml capacity (Borosil)	No		
P	113 Poly thene pipe, 8mm dia	Metre		
	114 Polythine bag, 1kg capacity	Kg		
S	115 Service Brass 2" dia, 100 mesh	No		
	116 Service Brass 2" dia, 200 mesh	No		
	117 Silicon gel	Kg		
	118 Silt Sampler Bottle	No		
	119 Spirit	Litre		
W	120 Wash Bottle (500ml capacity)	No		

**Gardening and horticulture materials**

	121 Cow dung for manure	Thella		
	122 Urea	Kg		
	123 S.S.P	Kg		
	124 M.O.P	Kg		
	125 D.A.P	Kg		
	126 Vermicompose	Kg		
	127 Rose care	Litre		
	128 Roger	Kg		
	129 Purodon	Kg		
	130 Malathium powder	Kg		
	131 Organic manure	Kg		
	132 Busket bamboo (Tukri)	No		
	133 Busket (GCI sheet make, medium size)	No		
	134 Terracotta powder	Kg		

Sl. No.	Items	Unit	Quoted Rate in Rupees	
			Rate (Rs) in figure	Rate (Rs) in words
135	Grass cutter rod (made of 12mm MS rod)	No.		
136	Khanti	No.		
137	Scissor big size (best quality for gardening purpose)	No.		
138	Flower Tub (Earthen)	No.		
139	Flower Tub (CC make)	No.		
140	Flower Tub (plastic make)	No.		
141	Earthen Tub with flower	No.		
142	Dalia (sapling)	No.		
143	Marigold (Sapling)	No.		
144	Calandula (Sapling)	No.		
145	Salvia (sapling)	No.		
146	Petunia (Sapling)	No.		
147	Erika plum (Sapling)	No.		
148	Pine (Sapling)	No.		
149	Song of India (Sapling)	No.		
150	Thuja (Sapling)	No.		
151	Chrysanthemum (Sapling)	No.		
152	Gazamia (Sapling)	No.		

Signature of Bidders

Address