



No. BB/EE/JD/Actt-15/07/262  
Government of India  
Ministry of Jal Shakti  
(Department of Water Resources,  
River Development and Ganga Rejuvenation)  
Brahmaputra Board  
Office of the Executive Engineer  
Siliguri Division  
Bowbazar :: Pandapara :: Jalpaiguri – 735101  
e-mail:-bbcejjalpaiguri@gmail.com



Date: 10/01/2020

### NOTICE INVITING QUOTATION


Sealed quotations in plain paper is invited by the Executive Engineer, Siliguri Division (erstwhile Jalpaiguri Division), Brahmaputra Board, Jalpaiguri on behalf of the Brahmaputra Board, from reputed firms/ contractors / goods carriers for transportation of office furniture, miscellaneous office equipment, electronic items, documents etc. duly packed in appropriate manner from Office of the Executive Engineer, Siliguri Division (erstwhile Jalpaiguri Division), Brahmaputra Board, Bowbazar, Pandapara, Jalpaiguri, W.B. to its new office of the Executive Engineer, Siliguri Division, Brahmaputra Board, 2<sup>nd</sup> Mile, Sevoke road, Near Bishal Cinema, Siliguri, (W.B.) as per direction of the Engineer- In-Charge. The quotation in sealed envelope duly mentioned the NIQ No. & date will be received in the office of the undersigned on or before 24.01.2020 by 15:00 hrs. and quotation will be opened on the same day at 15:30 hrs. in presence of the interested bidder(s) or his/their authorised representative(s).

The sealed quotation complete in all respect should be submitted along with security deposit of Rs.3000.00 (Rupees Three thousand) only in the form of Demand Draft from any nationalized Bank in favour of the "Executive Engineer, Jalpaiguri Division, Brahmaputra Board, Jalpaiguri" payable at Jalpaiguri. The security deposit of successful bidder will be released after 60(sixty) days of successful completion of the work. Security deposit of unsuccessful bidder if does not intend to perform work after the bid submission will be forfeited. The security deposit of unsuccessful bidders will be refunded after finalization of quotation.

The Schedule of Job details are enclosed herewith as Annexure-I

#### Terms & Conditions:

1. The rate should be quoted both in figure and in words.
2. The rate should be inclusive of all applicable taxes, no other incidental charges etc. will be paid in extra.
3. If the date of opening of quotation be any holiday or closing day, the next working day will be treated as opening date of the quotation.
4. The goods should be carried in full safety without any damage etc and if there is any damage occur while transportation, the contractor is liable to make good of the same.
5. The transportation should be completed within 5(five) days from the date of issue of the work order.
6. Liabilities towards payment of all taxes etc including Toll Tax shall be with the bidder and rates shall be deemed to include all taxes.
7. The Department reserves the right to reject or accept any or all the quotations received without assigning any reason. Further, it will not be binding on the part of Department to accept the rate of lowest bidder.
8. The interested firm(s) may inspect the materials to be transported in the office of the undersigned in any working day between 10:00 hrs. and 16:00 hrs from 13.01.2020 to 23.01.2020.
9. This quotation can be seen at the office notice board of Jalpaiguri Division, Brahmaputra Board, Jalpaiguri as well as in the Boards web-site [www.brahmaputraboard.gov.in](http://www.brahmaputraboard.gov.in).

  
10.01.2020  
(Sudipta Sarkar)  
Executive Engineer

10/1/20

Copy for kind information and wide circulation to:

1. The Chief Engineer-II, Brahmaputra Board, Basistha, Guwahati-29.
2. The Deputy Financial Advisor, Brahmaputra Board, Basistha, Guwahati -29.
3. The Deputy Chief Engineer (RO), Brahmaputra Board, Sevoke Road, 2nd Mile, Siliguri (W.B.).
4. Executive Engineer (HQ), Brahmaputra Board, Basistha Guwahati -29. It is requested to kindly arrange to upload the NIQ in the web site of Brahmaputra Board [www.brahmaputraboard.gov.in](http://www.brahmaputraboard.gov.in) preferably on or before 13.01.2020 and a line of confirmation in this regard may kindly be communicated.
5. The Hindi Officer, Brahmaputra Board, Basistha Guwahati -29.
6. The Asstt. Executive Engineer, Siliguri Sub Division, Brahmaputra Board, Jalpaiguri for information.
7. The Divisional Accountant, Siliguri Division, Jalpaiguri.
8. Notice Board.

## Schedule of Item of Job

Ref. of NIQ No.

Sl. No	Description of Items	Unit	Rate (In Rs.)	
			(In figure)	(in words)
1	Carrying of all office materials, furniture and fixture etc. by TATA-mini Truck from Jalpaiguri to Siliguri at Sevoke Road, 2nd Mile, Siliguri(WB)	No		
2	Labour charges for loading and unloading at new office building at Siliguri.	No		
3	Opening and fitting fixing of Tube light, fan, water purifier etc.	LS		
4	Cost of packing materials for delicate items/ documents etc	LS		
5	Opening of power point etc including wiring, calling bell and fixing at new office building	LS		
6	Dismantling of Siliguri Division (erstwhile Jalpaiguri Division), Brahmaputra Board, Jalpaiguri office Sign Board from existing office premises at Pandapara, Jalpaiguri in concrete basement and erecting the same in Siliguri in new office building at 2 <sup>nd</sup> Mile, Sevoke Road, Siliguri in concrete in grade (1:2:4) in foundation.	One job complete		

Signature of bidder

  
 10.01.2020.  
 Executive Engineer  
  
 10/1/20