

SUDA-214/2010/2191

Dated: 7/12/2010

**SHORT NOTICE INVITING QUOTATION**

Sealed quotations in printed letter head are hereby invited by the Director (SUDA), ILGUS BHAVAN, H-C Block, Sector-III, Salt Lake City, Kolkata-700 106 from the reputed and reliable agencies and Contractors for **Civil and refurbishing works** in the Conference Hall at 2nd. Floor of SUDA building as per schedule enclosed at **Page No.3**.

**Terms and Conditions**

1. The firms should quote unit wise rate for all the item both in figure and words and should be inclusive of all taxes, duties, VAT, Service and installation charges, as applicable and the total amount quoted should be realistic and reasonable. The Warranty Period with other terms and conditions, if any, should be specifically mentioned along with the quotation.
2. The quotations should be accompanied with valid IT , VAT & PT clearance certificates and credentials in support of experience in similar nature and value of works within the last three years in Govt., Semi-Govt , Statutory bodies or reputed Private sector.
3. Latest Income Tax Clearance Certificate alongwith PAN in the name of the firm, and not in individual's name, should invariably be submitted along with quotation.
4. Quantities mentioned at **Page-3** are approximate and payment shall be made on actual measurement of applicable units.
5. The supply and installation should be complete in all respects as per direction and full satisfaction of the Authority within **30 (thirty) days** from the date of issuance of the work order without any fail.
6. Payment will be released only after satisfactory commissioning of the works, keeping aside a security deposit of 10% of the value of works, for a period of six months from the date of completion. Request for enhancement of rates during the contract period or request for advance payment shall not be considered under any circumstances.
7. In the event of failure to complete the work in time or not according to specification by the selected bidder, the Security Deposit will be forfeited and the work order will be cancelled.
8. Bidder, if interested, may visit the site ( ie, **Conference Hall at 2<sup>nd</sup> floor of SUDA building** ) for physical inspection during office hours from 14<sup>th</sup> December to 16<sup>th</sup> December,2010

9. The tender should be addressed to “**Director (SUDA), ILGUS BHAVAN, H-C Block, Sector-III, Salt Lake City, Kolkata-700 106**” should be superscribed on the sealed cover containing the tender.
10. The undersigned reserves the right to accept or reject any or all quotations and also to revise the quantum of specified works without assigning any reason thereof.
11. The sealed tender should reach this Office within 3.00 p.m. on 21.12.2010 and will be opened on the same date at 4.00 p.m. in presence of such bidder or his/her authorised agents.

Sd/-  
**Director**

**SUDA-214/2010/2191/1(8)**

**Date: 7.12.2010**

Copy forwarded for information and wide circulation to :

- 1) Project Director, CMU
- 2) C.E. MED
- 3) D.S (CSC) Prasashan Bhavan, KMDA.
- 4) Joint Director, ILGUS
- 5) Member-Secretary, West Bengal Valuation Board
- 6) Director of Local Bodies
- 7) Financial Adviser, SUDA
- 8) Notice Board

Sd/-  
**Director**

**Schedule of Civil and Refurbishing works in the Conference Hall at SUDA Building**

<b>Item</b>	<b>Quantity (Estimated)</b>
1. Applying Acrylic Emulsion Paint of approved Make and brand on walls, ceiling including sand papering in intermediate coats including putty (to be done under specific instruction Two coats-Delux Quality	270.00 Sqm.
2. French polishing to wood work including preparing surface on old French polish surface including complete removal of the old polish.	120.00 Sqm.
3. Supplying fitting and fixing curtain Black out Roller blind 100% Cotton Poly Coated Sun ray Protection including supplying motor and other accessories with remote control system	25.00 Sqm.
4. Supplying fitting LED Lamp complete with all fitting fixtures including control arrangement	105 Nos.
5. Double glazed UPVC framed (65mmx50mm.) window of sliding type with 6mm thick float glass panels with vacuum in between including frame, handle wares, delivery installation testing and commissioning as per drawing and direction of the Authority.	10.00 Sqm.
6. Supplying and laying of approved make and brand scratch proof flexible and homogeneous PVC Vinyl flooring conforming to IS 3462-1982 in required finish fixed with synthetic acrylic adhesive after preparing the floor leveling and smoothening where necessary.	100.00Sqm.

**Director**