



Siliguri Jalpaiguri Development Authority

A Statutory Authority Under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734003

Phone: Siliguri – 0353-2512922/2515647 Jalpaiguri – 03561-230874 E-mail: sjdawb@gmail.com

Acceptance Letter cum Work Order

Memo No: _____/SJDA

Date: 10.2.23

To: **MINDA BROTHERS**
Hill cart Road, Siliguri
Dist -Darjeeling
Cont- 9333195754
Email- ymmindabrothers@gmail.com

Name of the Work: : Annual maintenance of Trident Light Poles including change of lamps located from Pandapara Kali More to 3 No.Ghumti and from 73 More to Kadamtala More at Jalpaiguri Town.

Sl. No.	Location of the Trident Light Poles	Nos. of Poles
1.	Day to day operation and maintenance of Trident Light Poles i/c change of LED Lamps located at different locations of Jalpaiguri given below: a) From Pandapara Kali Bari More tp 3 No.Ghumti 227 Nos b) From 73 More to Kadamtala More	228 NOS

e-NIQ No. : 001/ ENGG / ELECT / 2022 - 2023 OF SJDA

Quoted Amount : Rs. 3,95,000/-

Dear Sir(s),

Your quoted rate in the bid after opening the quotation, for the above noted work is amounting to **Rs.3,95,000/- (Three Lakh Ninety Five Thousand Rupees)** only has been accepted by the undersigned for and on behalf of Siliguri Jalpaiguri Development Authority subject to the condition that there will be no provision for Arbitration, Price amendment, Escalation, Mobilization advance and Secured advance as per conditions of the NIQ.

You are now requested to purchase 3 (three) copies of Agreement complete along with all other relevant papers etc. which will be available from the Accounts Section of SJDA on payment @ **Rs. 200.00/Each** only by paying in the form of Demand Draft/ Pay order/Chalan (to be deposited in Punjab national bank of India) in favour of CHIEF EXECUTIVE OFFICER , SJDA and submit the same along with hard copy of the EMD within **7(seven) working days** from the date of issuance of this letter, failing which your quotation is liable to be terminated and further necessary action against you may be taken as per the clauses of the quotation notice without further reference. You are also requested to deposit Performance Guaranty of **Rs.40,000.00 (Forty Thousand Rupees)** only as mentioned in the Quotation Notice in the shape of Demand draft in favour of CHIEF EXECUTIVE OFFICER , SJDA before the purchase of Agreement paper, failing which your bid is liable to be terminated and further necessary action against you may be taken as per the clauses of the Quotation Notice without further reference.

You are requested to contact with the concern Assistant Engineer (Electrical) to receive necessary instruction in connection with the above mentioned work and start the work immediately. The date of commencement will be reckoned on and from the date of issue of this letter



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You are requested to confirm the exercises of your part in relation with the Formal Agreement as indicated above in writing and make necessary arrangement for deployment of Men and Machineries as per conditions of the contract.

The stipulation is hereby made that the work should be restricted to quoted Amount. No excess work or Supplementary work will be allowed without any prior approval. The tenure for maintenance will initially be for 1 (one) year/ 365 Days but may be extended for another 2 (two) years on satisfactory performance, provided the same quoted rate will be applicable for the extended period, if agreed upon. In case of any disagreement to continue the maintenance work for the extended period, that must be intimated 2(two) months earlier of the completion date.

You are also requested to note that this Acceptance cum Work Order is being issued subject to the condition that you are to produce necessary Labour License after obtaining the same from the appropriate authority under Contract Labour (Regulation & Abolition) Act, 1970.

Thanking you.

Yours sincerely

Chief Executive Officer,
Siliguri Jalpaiguri Dev. Authority

Memo No----- /SJDA.

Date.....

Copy to -

- 1) The Additional Chief Engineer, SJDA for Information
- 2) The Assistant Executive Officer, SJDA, for Information
- 3) The Finance Officer, SJDA, for Information
- 4) The Executive Engineer (Electrical), SJDA. Requested to verify the submitted Work programme In the form of Bar Chart
- 5) Assistant Engineer (Electrical), SJDA. Requested to verify the Work programme & confirmation letter of the Agency in relation with Formal Agreement Agency in relation with Formal Agreement.
- 6) Sri Satya Dhar, Sub-Astt. Engineer(Electrical), SJDA. Requested to preserve the Work Programme Confirmation letter.
- 7) Sri Manoj Roy, UDA, Engg. Section/SJDA, Requested to ensure uploading & e-Mailing of Acceptance cum Work Order Preparation of Formal papers so that Agency can purchase it From Account Section. Confirm delivery of Formal Agreement in time to the Agency.
- 8) Office copy.

Chief Executive Officer
Siliguri Jalpaiguri Dev. Authority