



Siliguri Jalpaiguri Development Authority

A Statutory Authority Under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Himanchal Vihar, Near – Passport Seva Laghu Kendra, Matigara-734010

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

Memo no: 380/12/111/ENGG/06/25-

Date: 15.7.2025

Acceptance cum Work Order

To: **MITRUCKA TRADEECOM PRIVATE LIMITED**

42 M G Road ,Siliguri(M.Corp.)

Siliguri Bazar

Dist.- Darjeeling,

Pin no.-734005

Phone no. – 9933192820

E. mail.-gopal_mitruka @yahoo.co.in

Name of Work : **Construction, Fitting ,Fixing,Supply & Installation of Cabinet Cum Wall Wardrobes at SJDA Office, Himanchal Vihar, Matigara, Dist-Darjeeling.**

Off-Line NIQ No : **003 / ENGG / 2025-26 of SJDA**

Ref : **Quoted amount- Rs. 1,268.50 Per Sq. ft.**
(One Thousand Two Hundred and Sixty-Eight Rupees only) Per Sq. ft.

Dear Sir(s),

Your offered Amount in the bid after opening Quotation, for the above noted work is **Rs. 1,268.50/- (One Thousand Two Hundred and Sixty-Eight Rupees)** only Per Sq. Ft. including GST 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 **2 (Two)**sets of Agreement which will be available from the Accounts Section of SJDA on payment of **Rs.250.00 (Rupees Two Hundred and Fifty)** only **each** by paying in the form of Demand Draft/ Pay order/Challan (to be deposited in Punjab national bank of India) in favour of CHIEF EXECUTIVE OFFICER , SJDA and submit the same within **7(seven)**working days from the date of issuance of this letter, failing which your tender is liable to be terminated and further necessary action against you may be taken as per the clauses of the Tender Notice without further reference.

You are requested to contact with the concerned Assistant Engineer of the Sub-Division to receive necessary instruction in connection with the above-mentioned work and start the work at the earliest. The above rate will be valid for 3 months date of issuance of the Acceptance cum work order.

WORK ORDER for NIQ 003/ENGG/2025-26 of SJDA



Siliguri Jalpaiguri Development Authority

A Statutory Authority Under Department of UDMA

An IS/ISO 9001:2008 Certified Organisation

Himanchal Vihar, Near – Passport Seva Laghu Kendra, Matigara-734010

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

You are requested to confirm the exercise on your part in relation with the Formal Agreement as indicated above within 7(Seven)days of issuing of this letter 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 Tendered Amount. No excess work or Supplementary work will be allowed without any prior approval.

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.

Yours faithfully,

Encl.:- As stated above.

380/1(8)/1V/III/ENG8/06/25


Chief Executive Officer,
Siliguri Jalpaiguri Development Authority

Date 15.7.2025

Copy forwarded to:-

1. The Addl. Chief Engineer, SJDA, for information.
2. The Assistant Executive Officer, SJDA, for information.
3. The Finance Officer, SJDA, for information.
4. The Executive Engineer, (Div-1) SJDA.....Requested to verify the submitted Work programme In the form of Bar Chart.
5. Sri G. Majumder, Asst. Engineer/SJDA.....Requested to verify the Work programme & confirmation letter of the Agency in relation with Formal Agreement.
6. Sri B. Debnath, E & QS/ 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.
8. Office Copy.


Chief Executive Officer,
Siliguri Jalpaiguri Development Authority