

Siliguri Jalpaiguri Development Authority

Tenzing Norgay Road, Pradhan Nagar, Siliguri-734403



Phone : Siliguri : (0353) 2512922, 2515647
: Jalpaiguri : (03561) 230874
Fax : (0353) 2510056

Memo No. : 380/Engg./SJDA

Date: 27.9.13

NOTICE INVITING QUOTATION

NIO NO: 002 /Engg./ Elect. / 2013 - 14 of SJDA (3rd call)

Sealed quotations are invited by the undersigned on behalf of the Siliguri Jalpaiguri Development Authority from the Bonafide and experienced Agencies having experience in specific field or similar nature of work as mentioned below.

Name of Work: **Annual maintenance of Electronic Toll Gate at Truck Terminus at Matigara, Siliguri, including supply of necessary materials and accessories for keeping the machine serviceable.**

Scope of work: -

- Conduct a field survey with Departmental officers.
- The agency will have to repair or replace all the related equipments as per manufacturer's specification as and when required.
- As and when necessary, the service engineer will have to attend for the repairing of the machine and its parts.
- Apart from point (c), the Service Engineer will have to check up the system and machine once in a month.
- Service Engineer has to keep contact with the machine manufacturer for the software and machine spare parts.
- Have to keep the TFT monitors, CPUs, Traffic lights, Booth monitoring CC TV Cameras and Power back up system etc. functional.
- Regular updating of Anti Virus with temporary net connection through Data Card.
- Payment for the items which are irregular in nature will be made as per company's approved price list.
- Routine consumables items such as oil filter, gasket, distilled water and other items of consumables which are regular in nature will be supplied by the agency within the contract value.
- Any fault should be attended and rectified at the earliest possible time and in no case it will exceed 3 (three) hours time. Failure of which a sum of Rs. 500 per day will be deducted from the Bill.
- The Bill will have to be submitted quarterly and payment will be made after certification of the authorised Officer and after deducting necessary taxes etc. as per Govt. norms.
- Maintenance contract will be valid for a period of 1 (One) year but this Department has the right to terminate the contract by giving one month's notice depending on the performance of the Agency.
- The successful quotationer will have to execute an agreement with other formalities. For improper / insufficient maintenance the undersigned will reduce the rate as he deems fit in conformity to the clause of the basic agreement.

- a) Submission of Quotations:** Interested and competent Agencies are requested to submit their rates either
 - (1) By Registered Post with A/D. in sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgay Road, Pradhan Nagar, Siliguri-734003 containing self attested copies of documents as listed below, mentioning clearly the Quotation number and name of the work on the envelope.

- (2) Dropping in the respective Tender Box in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority in sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgay Road, Pradhan Nagar, Siliguri-734003 containing self attested copies of documents as listed below.

- b) Documents to be submitted:** Self attested Copies of the following documents will be submitted by the quotationer /(s) for pre-qualification. Failure of submission of any of the documents as listed below will render the Tender/Quotation liable to be summarily rejected.

- Trade License.
- Company/ Firm/ Co-Operative Society profile with all relevant papers of its establishment.
- Income Tax (I.T.) PAN.

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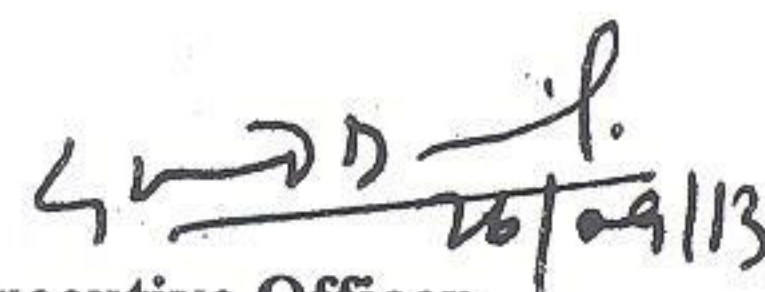


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- iv) P.Tax registration certificate with updated documents.
 - v) VAT Registration Certificate,(If registered).
 - vi) Documentary evidence of qualification and experience of Service Engineer should be submitted. He or she must have adequate knowledge of handling this type of machine.
 - vii) Documentary evidence on capability of maintaining and / or installing this type of toll collecting machine within last 5 years.
2. Last date & time of Submission: Last date for submission of Quotation offline/ Registered Post with AD:-
07/10/2013 upto 1:30 pm.
 3. Date and time of Opening of Quotations: **07/10/2013** at 2:30 pm in the Office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Pradhan Nagar, Siliguri.
 4. The quotationers shall have to show original copies of the submitted documents at the time of evaluation of the quotations.
 5. The quotationers or their authorized representatives may like to be present at the time of opening. The schedule of opening may be altered depending on unavoidable circumstances.
 6. Bidder shall not be in a conflict of interest with one or more parties in the bidding process.
 7. SJDA reserves right to withdraw from whole process or any part thereof to accept or reject any or all offer at any stage of the process. No formal obligation shall accrue to SJDA or in such an event authority shall not be responsible for non-receipt of correspondence sent by post / e-mail / fax / courier.
 8. The lowest quotationer will have to enter into an agreement in SJDA's format within 7 (Seven) Days else the same will be treated as cancelled.
 9. All details can be obtained from the website - www.sjda.org.


26/09/13

Chief Executive Officer

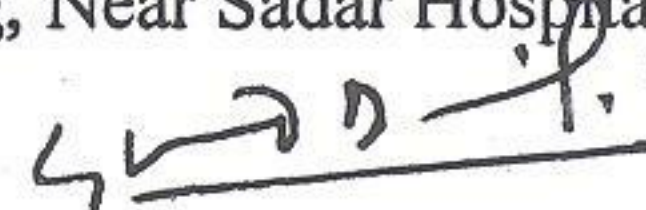
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Memo No. 380/1(13)/Engg/Elect/SJDA

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Copy to: With request to display in their Notice Board.

1. Sabhadhipati, Siliguri Mahakuma Parishad.
2. Mayor, Siliguri Municipal Corporation.
3. District Magistrate, Darjeeling.
4. District Magistrate, Jalpaiguri.
5. Chairman, Jalpaiguri Municipality, Jalpaiguri.
6. Secretary, Jalpaiguri Jilla Parishad, Jalpaiguri.
7. Superintendent of Police, Darjeeling.
8. Superintendent of Police, Jalpaiguri.
9. Superintending Engineer, Electrical Circle - 6, PWD, Siliguri.
10. Executive Engineer, Darjeeling Electrical Division, PWD, Siliguri.
11. Executive Engineer, NBDD, H.C.Road, Siliguri
12. A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website.
13. D.I.O., NIC, Siliguri for uploading in official website
14. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
15. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.



Chief Executive Officer

Siliguri Jalpaiguri Development Authority