

# Siliguri Jalpaiguri Development Authority

Tenzing Norgye Road, Pradhan Nagar, Siliguri-734403



Phone : Siliguri : (0353) 512922, 515647

: Jalpaiguri : (03561) 30874

Fax : (0353) 510056

Memo No. : 4048/37(b)/12-13/SJDA

Date: 06.11.2013

## NOTICE INVITING E-QUOTATION

EOI no. 3/Advertisement / Trident Electric Poles / 2013 - 14 of SJDA

SJDA invites applications for Expression of Interest via E- Quotation / Offline from interested and bonafide Agencies for Advertisement Rights at the Trident Electric Poles located at the prime locations of Siliguri. The locations are as detailed below.

Location of the Trident Poles		Advertising Rights		
Sl. no	Area	Nos. of Poles (Approx.)	Facing	Size
01	Hill Cart Road ( From Venus more to Airview more)	90	Both facing	2 ft X3 ft
02	Bidhan Road (From Rly. City booking Office o Pani Tanki more)	87	Both facing	2 ft X3 ft
03	S. F. Road (From Thana more to Jalpai more)	117	Both facing	2 ft X3 ft
04	Kachari Road (Front of Siliguri Dist. Hospital)	10	Both facing	2 ft X3 ft
05	NH-31 (From River Panchonoi to Regulated Market)	68	Both facing	2 ft X3 ft

## General Terms and Conditions

1. The Agency shall be allowed the rights of Advertising on the Trident Electric Poles with light weight, non glowing but may be of normal or radiant type Boards.
2. The period of engagement will be for 05 (Five) years but this Department has the right to terminate the contract by giving one month's notice depending on the performance of the Agency.
3. All costs of the electricity bills shall be borne by the Agency.
4. The Agency shall however have to pay SJDA an amount to obtain the Advertising Rights.
5. The Rate for the first year, quoted by the Agency for the above, i.e. amount to be paid to SJDA will have to be quoted in the letter pad of the agency in sealed envelopes marking clearly the Notice No. and Date.
6. On selection, the Agency must submit Rs. 1, 50,000 /- as Security Deposit, which will be kept as Performance Guarantee and 50% of the quoted amount per year shall be deposited within 30 days from the date of issuance of the work order, balance to be deposited within next 120 days. From the next year the quoted amount for the first year will be enhanced by 10% cumulatively and same payment statute will be followed.
7. Apart from the accepted bid, the Agency will have to deposit appropriate Service Tax and other taxes as applicable.
8. In the event of default of payment of amount payable by the Agency to SJDA and any other dues like electricity bills etc., the same will be recoverable from the Agency as public demand as envisaged under the Public Demand Recovery Act and the contract will be terminated at once without further communication.
9. No defaulter to SJDA will be allowed to participate in the Tender Process. In this regard, the decision of SJDA will be final.
10. The Agency shall not exhibit such Advertisement matter which is obscene in character and of bad taste and which may disturb public peace and tranquillity.
11. The Agency shall not make any addition and/or alteration to the existing structure of the poles in any manner whatsoever.
12. An Agreement will have to be entered between SJDA and the Agency.
13. The design, size and the advertised matter is to be submitted to SJDA for approval along with the location of the poles.

A) Submission of Quotations: The quotationers shall submit their quotations in two sealed covers enclosed in a main sealed envelope addressed to the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgye Road, Pradhan Nagar, Siliguri – 734 003.

The sealed cover no.1 shall be superscribed as “Part – I (Technical Bid)” containing technical and financial documents / particulars as detailed under (B) below.

The sealed cover no.2 shall be superscribed as “Part – II (Financial Bid)” containing the amount which should be quoted on quotationer's letter head, clearly mentioning the name of the work.

The submission will be either:

- (1) Online along with scanned self attested copies of documents as listed below.
- (2) By Registered Post with A/D.
- (3) Dropping in the respective Tender Box.

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



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render the Tender/Quotation liable to be summarily rejected.

- i) Company **Profile** with all relevant papers of its establishment.
- ii) Income Tax (I.T) **PAN**.
- iii) P. Tax /Sales Tax certificate (as the case may be) with updated documents.
- iv) VAT / TIN / CST Registration Certificate.( If registered).
- v) List of similar nature of work / Display of Advertisement Rights executed by the Agency during last 5 years along with **Work Order & Payment Certificate**.
- vi) The interested Agencies for E-Quotation are requested to register with ITI Ltd. well before the last date of request of quotation to participation in the e-quotation. For any query related to e-tendering process contact Sri Kanak Tiwari, Sr. executive CRM, Kolkata Mob.no.:9681094166, Ravi Shankar Thakur, Executive CRM, Siliguri, Mob. No.: 9647907500/8653210719. Agencies shall ensure that necessary clarifications regarding this e-tender are received in time and the requisition of document is done within stipulated time.
1. **E-Quotation Processing Fee** Rs. 562/- deposit in the form of e-payment through credit card( Master Card/ VISA/DINER) or Debit card / Net Banking Account or offline NEFT/RTGS Challan from any CBS enabled Bank and acknowledgement should be uploaded online.
2. **Last date & time of Submission:** **21/11/2013** upto 1:30 pm. for any type of submission.
3. **Date and time of Opening of Quotations:** **21/11/2013** at 2:30 pm (Part – I) and 4.00 pm (Part – II) 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) working Days else the same will be treated as cancelled.
9. All details can be obtained from the website-www.sjda.org or log on to [www.tenderwizard.com/UDWB](http://www.tenderwizard.com/UDWB).
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Chief Executive Officer  
Siliguri Jalpaiguri Development Authority

Memo No. 4048/1(15)/SJDA

Date. 06/11/2013

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