



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: sjdwb@gmail.com/sjdatenders@gmail.com

Acceptance cum Work Order

Date: 5.9.23

To:

RAJ ENTERPRISE

Chayan Para, Main Road

Ghogomali, Siliguri

Phone no.-70016-34011

E-mail ID-banikgobinda1@gmail.com

Sub

: Annual Electrical Maintenance of Jalpaiguri Rajbari Dighi (Excluding Solar Panels) and Jalpaiguri SJDA Office (Excluding AC Units)

Tender No.

: 056/ENGG/ELECT/2023-24 OF SJDA

Tender ID : 2023_SJDA_546748_1

Dear Sir(s),

Your lowest quoted amount of Rs- 3, 90,290.000 (Rupees Three Lakh Ninety Thousand Two Hundred and Ninety only) for the above noted work has been accepted on behalf of Siliguri Jalpaiguri Development Authority, Siliguri.

You are now requested to purchase 2 (Two) copies of Agreement complete along with all other relevant papers etc. which will be available from the Accounts Section of SJDA on payment of **Rs. 200.00 (Rupees Two Hundred)** 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 along with hard copy of the EMD and the documents as uploaded online in hard copies duly self attested 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 time allowed for carrying your **12(Twelve)** months Annual Electric Maintenance will be reckoned on and from **14-09-2023**.

You are requested to confirm the exercise on your part in relation with the Formal Agreement as indicated above in writing and submit work programme in the form of Bar Chart for completion of the work within the completion period, on or before **14-09-2023** 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 Tender Amount. No excess work or Supplementary work will be allowed without any prior approval.

Work Order for NIT No- 056/Engg/Elect/2023-24 of SJDA

Siliguri Jalpaiguri Development Authority

An ISO 9001:2008 Certified Organisation

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

Phone: Siliguri – 0353-2512922/2512947 Jalpaiguri – 03561-230874 E-mail: sjdawb@gmail.com/sjdatenders@gmail.com

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 faithfully,



Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Date: _____

Copy 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, Electrical -SJDA.....Requested to verify the submitted Work programme in the form of Bar Chart.
5. The Asst. Engineer, Electrical-SJDA.....Requested to verify the confirmation letter of the Agency in relation with Formal Agreement.
6. Sri Satya Dhar, Sub-Assistant Engineer, SJDA,.....Requested to preserve the Work Programme and 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 Accounts Section. Confirm delivery of Formal Agreement in time to the Agency.
8. Formal agreement no. NIT-056/Engg/Elect/2023-24 of SJDA(2Copies).
9. Office Copy.



Chief Executive Officer
Siliguri Jalpaiguri Development Authority