

Siliguri Jalpaiguri Development Authority

Tenzing Norgey Road, Pradhan Nagar, Siliguri-734403



Phone : Siliguri : (0353) 512922, 515647

: Jalpaiguri : (03561) 30874

Fax : (0353) 510056

Memo No. 581/600991 /SJDA

Date: 8.7.16

NOTICE INVITING QUOTATION NIQ NO: 003 / Engg / 2016 - 17 of SJDA

Scaled quotations are invited in two bid system on behalf of Siliguri Jalpaiguri Development Authority from resourceful, bonafide and experienced firms / consultants for "Preparation of Detailed Project Report (DPR) & Project Management Consultancy work for the Heritage Conservation & Protection of two nos. Heritage Shiv Mandir's allied works within the Compound of Jalpaiguri Rajbari Dighi under SJDA".

Scope of work:

[A] Preparation of Detail Project Report (DPR) as follows:

- 1) Preparation of preliminary Concept Plan, Elevation including Architectural detailing.
- 2) Submission of Final Concept Plan and Architectural Drawings (incorporating required changes if any, as suggested by the Authority).
- 3) After getting NOC, submission of vetted Structural and Electrical Designs and Drawings including estimates based on latest PWD schedule of Rates and Market analysis, BOQ for Tender process. (vetting to be done from IIT/ IIS/JU/ any Govt. Engineering College)
- 4) Evaluation of the Tender and preparation of Comparative Statement.
- 5) Submission of complete set of Layout and full scale Working Drawings for all types of works including Line Diagrams for Electrical and other works as required.
- 6) Day to day supervision of the work including review of quality as and when required till completion of the Project. (Quality tests to be arranged and completed by the Contractor).
- 7) Record entries to be done by the concern Engineer of the Authority in presence and consent of the Consultant appointed Engineer/ Architect.
- 8) Checking of R.A Bills & Final Bill submitted by the Contractor or prepared by the concern Engineer of the Authority to be verified and certified by the Consultant.
- 9) On final certification of The Consultant, the Project will be considered complete in all respect.

[B] The quoted Consultancy fees should be including all charges and payment will be released in stages as follows -

Sl. No.	Details of Activity	Mode of Payment in percentage
1	On completion of activity (1) & (2)	10% of the Quoted charge.
2	On completion of activity (3)	25% of the Quoted charge.
3	On completion of activity (4) & (5)	15% of the Quoted charge.
4	On completion of activity (6), (7) & (8). (Part payment may be allowed in case the work runs for more than 6 (six) months).	35% of the Quoted charge.
5	On completion of activity (9) and additional 6 (six) months observation period.	15% of the Quoted charge.

Sl. No.	Description of item	Unit	Quantity	Rate in Rs.	Amount in Rs.
1	Preparation of Detailed Project Report (DPR) & Project Management Consultancy work for the Heritage Conservation & Protection of two nos. Heritage Shiv Mandir's allied works within the Compound of Jalpaiguri Rajbari Dighi under SJDA	Job	1		
Total (in word): - Rs.					

I. Submission of Quotations:

- a) Mode of submission: 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 Norgey Road, Pradhan Nagar, Siliguri - 734 003.

The sealed cover no. 1 shall be superscribed as "Part - I (Technical Bid)" containing technical and financial specifications / particulars as detailed under 1 (b) below.

The sealed cover no. 2 shall be superscribed as "Part - II (Financial Bid)" containing the rate of individual projects which should be quoted on quotationer's letter head in above format.

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- b) Documents to be submitted: Copy of the following documents will be submitted by the quotationer / (s) for pre-qualification.
- Trade License.
 - Income Tax (I.T.) PAN.
 - Professional Tax (P.T.) Registration Certificate.
 - Service Tax Registration Certificate.
 - Work Order along with Work Schedule / BOQ, Completion Certificate & Payment Certificate as Credential in a single tender for the similar nature of projects from Government / Semi Government / Undertakings / Autonomous / Statutory bodies and Local bodies within last 5 (five) years from the date of NIQ.
 - Company Details.
 - A written declaration in the form of Affidavit (Original) before Notary as the correctness of the copies of all documents.
- Receiving of Quotations: Quotation will be received through box kept in the office of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Tenzing Norgey Road, Pradhan Nagar, Siliguri.
 - Last date & time of Submission: 29.07.2016 up to 1.30 PM (Part – I & Part – II).
 - Opening of Quotations: “Part – I” will be opened on 29.07.2016 at 2.30 PM and the “Part – II” of the qualified quotationers will be opened on 29.07.2016 at 4.00 PM.
 - Time of Completion: 1 (One) Month w.e.f. the date of issuing Work Order.
 - The quotationers shall have to show original copies of the submitted documents at the time of evaluation of the quotations.
 - The quotationers or their authorized representatives may like to present at the time of opening of both “Part – I” and “Part – II”. The schedule of opening may be altered depending on unavoidable circumstances.
 - Bidder shall not be in a conflict of interest with one or more parties in the bidding process.
 - 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.
 - 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.

Chief Executive Officer
Siliguri Jalpaiguri Development Authority

Memo No. 581/1 (12) Engg/SJDA

Date: 8.7.16

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

- Addl. Executive Officer, Siliguri Mahakuma Parishad.
- Commissioner, Siliguri Municipal Corporation.
- District Magistrate, Darjeeling.
- District Magistrate, Jalpaiguri.
- Chairman, Jalpaiguri Municipality, Jalpaiguri.
- Secretary, Jalpaiguri Jilla Parishad, Jalpaiguri.
- Superintendent of Police, Darjeeling.
- Superintendent of Police, Jalpaiguri.
- Superintending Engineer, PW (Roads), SHC-IV, Shaktigarh, Siliguri.
- Executive Engineer, Northern Circle, PWD, Jalpaiguri.
- Executive Engineer, North Bengal Development Department, H. C. Road, Siliguri.
- Executive Engineer, North Bengal Construction Division, PWD, Siliguri.
- Executive Engineer, Construction Board, Gayaram Build, H.C. Road, Siliguri.
- Executive Engineer, Darjeeling Division, PWD.
- A. P., Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website.
- Concern Assistant Engineer, Siliguri Jalpaiguri Development Authority, Siliguri
- D.I.O., NIC, Siliguri for uploading in official website
- Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
- Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.

Chief Executive Officer
Siliguri Jalpaiguri Development Authority

noted in sub
A. P. uploaded
8.7.16