



## 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

### NOTICE INVITING QUOTATION

Date :- 30.09.2026

MEMO NO - 450/IV/V/Engg/63/26

e-NIQ No. 003/Engg/2026-27 of SJDA

The Chief Executive Officer, Siliguri Jalpaiguri Development Authority (SJDA) invites Sealed Quotations in two bid system from reliable resourceful bonafide and experienced firms / companies / individual contractors who have executed similar nature works in any Government / Semi Government / Govt. Undertakings / Autonomous / Statutory bodies / Local bodies constituted under the Central / State Statute, qualifying the stipulated requirements as per details mentioned for the under mentioned work(s): -

| Sl. No | Particulars of the e-NIQ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                  |
|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.     | <b>Name of the Work :</b><br>Erection of Temporary Stages, Pandals and Supply the required number of Sofa, Chairs, Tables, Carpet etc on hire basis for officials programmes at different places within the jurisdiction of SJDA.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                  |
| 2.     | Pre-Bid Meeting will be held at SJDA Office, Himanchal Vihar, near Passport Seva Kendra, Matigara-734 010                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 05.10.2026 at 12:00 Noon                                                                                                                         |
| 3.     | <b>Rate quotation on scope of Work :</b><br>The bidders must have capacity to supply on rent sufficient quantity/number of listed items mentioned in the Annexure "A" / BOQ, as required on various occasions, inaugural programmes, within the jurisdiction of SJDA whenever necessary.<br>Bidders have to quote the Rent Rates/hire charges of each item listed in Annexure "A" which is available in BOQ format (Quoted Item Rates will be including GST & Cess). All costs like carrying of all materials, erection/ placing, cleaning of the programme site (before & after), removal & taken away after completion of the programmes, Road / Toll Tax if any etc. to be borne by the selected agency. Required man power to be provided till the end of the programme to execute the scheduled programme successfully. |                                                                                                                                                  |
| 4.     | <b>Earnest money</b> (Ref. detail NIT Clause No.2)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Rs. 50,000/-                                                                                                                                     |
| 5.     | <b>Price of Technical &amp; Financial Bid Documents and other Annexure</b><br>(Ref : 199- CRC/2M-10/ 2012, Dated 21/12/2012 of P.W.D., Govt. of WB)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Rs. 750/- (Per set)<br>(Tender cost is not required during participation in the NIQ. Applicable to the L1 bidder only & during formal agreement) |
| 6.     | <b>Period of Work :</b><br>As and where whatever items from the Annexure "A" / BOQ list with required quantities will be ordered in each individual Work Order for each individual Site of work throughout the period of 3 (three) years from the date of Acceptance of Rate quotation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                  |
| 7.     | <b>Period of Completion :</b> As will be mentioned in the Work Order of each individual Programme site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                  |
| 8.     | <b>Tender Document download Start Date and Time. (online)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 30.09.2026<br>from 16:00 Hour onwards.                                                                                                           |
| 9.     | <b>Bid Proposal Submission Start Date and Time, Technical (Part-I) and Financial (Part-II) (online)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 30.09.2026<br>from 16:00 Hour onwards.                                                                                                           |
| 10.    | <b>Closing Date and Time of Bid submission, Technical (Part-I) and Financial (Part-II) (online).</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 07.10.2026<br>Upto 16:00 Hour                                                                                                                    |

|     |                                                                              |                                                                                                             |
|-----|------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| 11. | Location, Date and Time of opening of Technical Proposals (Part-I) (online). | 09.10.2026 at 16:30 Hour<br>at SJDA Office, Himanchal Vihar, near<br>Passport Seva Kendra, Matigara-734 010 |
| 12. | Date of uploading list for Technically Qualified Bidder (Online)             | To be intimated later through online                                                                        |
| 13. | Time and Date of opening of Financial bid (Part-II)                          | To be intimated later through online                                                                        |

**Note:** Notional Quantities mentioned in the Annexure "A" / BOQ, are not representing any assurance of quantity. These are just for evaluation purposes and for selection of the Lowest (L1) Bidder only.  
(Ref. detail NIQ Clause No.6, "Selection Procedure")

- In the event of any of the above-mentioned dates being declared as a holiday, the bid(s) shall be opened on the next working day at the appointed time.

**The intending bidder(s) must read the terms and conditions carefully before submitting his/their bid and should assure himself/ themselves about possession of all necessary documents.**

**Financial bid (Part-II) shall be opened/ declared only after Technical bid (Part-I) evaluation.**

In the event of e-Filing intending bidder may download the tender documents from the website <https://wbenders.gov.in> directly by the help of his/ her Digital Signature Certificate (DSC).

#### 1. COST OF TENDER DOCUMENTS :

Intending Tenderer will not have to pay the cost of tender documents for the purpose of participating in e-tendering, but the successful L1(Lowest) Bidder will have to pay the cost of tender documents of 2 (Two) sets @ price mentioned in the Particulars of the e-NIT during purchase of tender documents for execution of Formal Agreement as per notification no. 199-CRC/2M-10/2012, Dated. 21/12/2012 of the PWD, CRC Branch, Government of West Bengal in the wake of issuance of the Finance Department memorandum No. 9701-F(Y), Dated.30.11.2012.

The cost of tender should be deposited separately by the successful L1(Lowest) Bidder through NEFT/ RTGS of any scheduled commercial bank in India approved by the RBI, drawn in favour of the **CHIEF EXECUTIVE OFFICER, SJDA** and the acknowledgement should also be uploaded with Unique Transaction Reference No. (UTR) and Account details of the Chief Executive Officer, Siliguri Jalpaiguri Development Authority, Siliguri is as follows : -

|                     |                                                                                                            |
|---------------------|------------------------------------------------------------------------------------------------------------|
| Name of the Account | : Siliguri Jalpaiguri Development Authority                                                                |
| Account no          | : 912010035059401                                                                                          |
| Name of Bank        | : Axis Bank Ltd., 32, Pradhan Nagar, Near Ramakrishna Vedanta Ashram,<br>Hill Cart Road, Siliguri - 734003 |
| Branch name         | : Hill Cart Road                                                                                           |
| IFSC Code           | : UTIB0001403                                                                                              |

#### 2. EARNEST MONEY :

Earnest money amounting to 2% (two percent) of the Estimated Amount put to tender will have to be deposited in 2 (two) phases as stated below :

**In 1st Phase**, Bidders have to pay a fixed / lower amount (e.g Specific fixed amount or Rs.10,00,000/- as mentioned in the Notice Inviting Tender) which shall have to be submitted online at the time of submission of bid.

**In 2nd Phase**, the Balance Earnest Money (if any) shall have to be deposited by L1 bidder in addition to the already deposited amount to cover the total EMD @ 2% (two percent) of the Estimated Amount put to tender before issuance of Acceptance cum Work Order subject to acceptance of the quoted rate by the Tender Inviting Authority, failure of which the rate offered will be liable for cancellation and invoke appropriate penal action.

Balance Earnest Money (if any), in the shape of Bank Draft / Pay Order, issued by the bank which is authorised to conduct Government business in West Bengal by Reserve Bank of India as notified by State Government from time-to-time and any other Bank which has been authorised by the State Government, drawn in favour of "**Chief Executive Officer, Siliguri Jalpaiguri Development Authority**", constituting 2% (two percent) of the tendered amount shall be required to be deposited by the L1 Bidder before Formal Agreement.

|     |                                |          |                           |  |
|-----|--------------------------------|----------|---------------------------|--|
| 32. | Pradip                         | 15.000   | Each                      |  |
| 33. | Phenyl 1 ltr.                  | 15.000   | ltr                       |  |
| 34. | Water Jar (20 ltr.)            | 30.000   | Each                      |  |
| 35. | Paper Glass (Big Size) 100 ml. | 3000.000 | Each                      |  |
| 36. | Black Tea with Cup 60 ml       | 2000.000 | Each                      |  |
| 37. | Milk Tea with Cup 60 ml        | 1000.000 | Each                      |  |
| 38. | Bisleri Water 1 ltr.           | 15.000   | 1 Cartoon<br>(12 Bottles) |  |
| 39. | Bisleri Water 0.5 ltr.         | 40.000   | 1 Cartoon<br>(24 Bottles) |  |
| 40. | Biscuit Big Size Packet        | 30.000   | Each                      |  |
| 41. | Candle, Ribbon and Mustard Oil | 10.000   | Lumb Sum                  |  |
| 42. | Flower Bouquet (Standard)      | 250.000  | Each                      |  |
| 43. | Big Size Dustbin               | 30.000   | Each/ Day                 |  |

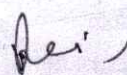
  
**Chief Executive Officer**  
**Siliguri Jalpaiguri Development Authority**

Memo No.: 450/1(16)/IV/V/Engg/26/SJDA

Dated: 30.09.2026

**Copy with request to display in their Notice Board :**

1. The Addl. Secretary, U.D. & M.A. with a kind request to publish the matter attached herewith in official website of the Department.
2. District Magistrate, Darjeeling.
3. District Magistrate, Jalpaiguri.
4. Superintendent of Police, Darjeeling.
5. Chairman, Jalpaiguri Municipality, Jalpaiguri.
6. Addl. Executive Officer, Siliguri Mahakuma Parishad.
7. Commissioner, Siliguri Municipal Corporation.
8. Secretary, Jalpaiguri Jilla Parishad, Jalpaiguri.
- ✓ 9. AEO, Siliguri Jalpaiguri Development Authority, Siliguri for uploading in SJDA website.
10. Chief Engineer, Municipal Engineering Directorate, Siliguri.
11. Superintending Engineer, PW (Roads), SHC-IV, Shaktigarh, Siliguri.
12. Executive Engineer, Northern Circle, PWD, Jalpaiguri.
13. Executive Engineer, North Bengal Development Department, H. C. Road, Siliguri.
14. Executive Engineer, North Bengal Construction Division, PWD, Siliguri.
15. Notice Board, Siliguri Jalpaiguri Development Authority, Siliguri.
16. Notice Board, Siliguri Jalpaiguri Development Authority, DCRPD Building, Near Sadar Hospital, Jalpaiguri.

  
**Chief Executive Officer**  
**Siliguri Jalpaiguri Development Authority**