

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority under Government of West Bengal)
Plot No. DG/13, Premises No. 04-3333, Action Area - ID,
New Town, Kolkata – 700156

Memo No: 773 /NKDA / EE(P&GV)/ 557 / 2025

Date : 28/01/2025

SPOT QUOTATION NOTICE

Spot Quotation Notice No. : 02 / EE – (P&GV) /NKDA of 2024– 2025 .

Spot sealed quotation are invited Executive Engineer – (P&GV), New Town Kolkata Development Authority from interested resourceful participants / agency having experience of similar nature of work in different Govt. department like PWD, KMDA, WBHIDCO, PHED & NKDA.

Name of Work : Maintenance of football playground by regular watering, mowing, rolling & sand filling as per requirement & Mtc. of gallery, Toilets and providing house keeping chemicals/ toiletries including entire paved areas & surface drain, AD Block at Action Area - IA, New Town, Kolkata, (for 45 days).

The sealed quotation must be drop in the Tender Box at the office of Assistant Engineer – (P&GV), New Town Kolkata Development Authority within **05/02/2025** upto **3.00 P.M.** Quotation will be opened as on 05/02/2025 at 4.00 P.M.:

Terms & Condition

1. Interested Agencies / their authorized representatives have to be present physically during the bid opening.
2. Agencies are required to satisfy the Bid inviting Authority by producing Pan Card, Trade License, IT return, P. Tax Challan & G.S.T. related papers in original, failing which, none will be allowed to participate in the bid.
3. Rates to be quoted inclusive of GST and all other taxes & all charges in the connection.
4. Rate (s) once offered cannot be changed or withdrawn.
5. Accepted rate will remain valid for a period of 06 (six) months.
6. Successful bidder have to take up the work from as per instruction of Executive Engineer-(P&GV).
7. Successful bidder will have to undergo an agreement with the Executive Engineer – (P&GV), New Town Kolkata Development Authority in the prescribed manner as will be mentioned in the work order.
8. (a) Earnest Money: Rs 1500.00 (Rupees one thousand five hundred only) for the entire work to be deposited with the quotation in the shape of Demand Draft / Banker's Cheque of any Scheduled bank is to be drawn in favour of the "New Town Kolkata Development Authority" payable at Kolkata.

(b) Token Security Money for the unsuccessful quotationers will be released only after the issuance of work order to the successful quotationers subject to submission of hard copies of the Demand Draft / Banker's Cheque of the same.

- (c) Earnest Money for the successful quotationers will be retained and converted as Initial Security deposit. The Balance security deposit @ 8% will be deducted from on-going bills to cover 10% of the total value of work done.
9. Quotation Documents are free of cost & not transferable.
 10. The Bid Inviting Authority reserves the right of qualify / disqualify any intending participant.
 11. The work will have to be carried out with arrangement of safety measure including Masks, gloves, jackets, gumboots etc. for the labourers /conservancy workers.
 12. The Quotationers are bound by the terms and conditions of **W.B.F No.2911(i)/(ii)** along with the specification, notice for calling Quotations, Special Terms & Conditions, if any, and schedule of works etc. which forms part and parcel of the contract deeds.
 13. Income Tax, GST and others Taxes as admissable will be deducted as per Govt. orders issued from time to time and would be applicable on the date of making payment of the bills. The rate quoted would remain same throughout the period of contract and should be inclusive of **all taxes** which are and will also be applicable during the entire tenure of the contract.
 14. The successful quotationer on receipt of letter of acceptance from the Quotation Accepting Authority, New Town Kolkata Development Authority will have to purchase 3(three) nos WBF 2911(i)/(ii) and 3(three) quotation documents through Bank receipt challan of Canara Bank, New Town Branch under CA No. 9525/307/4652 (Head of Account 150-1101) for the purpose of making agreements.
 15. Arbitration clause of WBF 2911(ii) stands deleted, Settlement of disputes & arbitration shall be according to the '**Memorandum**' for the modification of clause relating to settlement of disputes under conditions of contract vide no. 8182-F(Y) dated: Kolkata, the 26th September, 2012 of Secretary to the Govt. of West Bengal, Finance Department, Audit Branch.

Executive Engineer – (P&GV)
New Town Kolkata Development Authority

Memo No: 773 / 1(7) / NKDA / EE(P&GV)/ 2025
Copy forwarded for information and necessary action to :-

Date: /01/2025

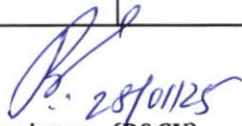
1. Chief Executive Officer, NKDA.
2. Chief Engineer, NKDA.
3. Executive Engineer – I, NKDA.
4. Finance Officer, NKDA.
5. PA to Hon'ble Chairman, NKDA
6. Office Notice Board, NKDA
7. Official Website of NKDA (www.nkdamar.org)

Executive Engineer – (P&GV)
New Town Kolkata Development Authority

Name of Work :- Schedule for Maintenance of football playground by regular watering, mowing, rolling & sand filling as per requirement & Mtc. of gallery, Toilets and providing house keeping chemicals/ toiletries including entire paved areas & surface drain, AD Block at Action Area - IA, New Town, Kolkata, (for 45 Days).

Sl. No.	Description of Items	Quantity	Unit	Rate to be Quoted by the bidder inclusive of GST & all other charges and taxes	Amount (Rs.)
1	Daily maintenance of Play ground by engaging of labour (1 no. per day) including deweeding, watering, rolling of pitch including cleaning of drains at regular interval as directed etc. complete as per direction and instruction of the E.I.C. including spreading of sand, good earth, pesticides manure etc. as and when required. (The cost of supply of sand, good earth, pesticide, manure etc. will be paid as in item no. 3 below).	1.50	per month		
2	Mowing of ground, as and when instructed under detailed supervision of the department and instruction of E.I.C. by deploying mowing machine including machinery, labour, cost of fuel, lubricant all included, cleaning the ground and removal of cut off grass (two time in every months) from the ground etc. all complete as per direction of the E.I.C.	8515.605	Sqm		
3	Supply of silver sand (2 cum/month approx.) all complete as per requirement and instruction of the E.I.C.	3.00	Cum		
4	Rolling of the ground by Power Roller as and when instructed under detailed supervision of the department by deploying earth compactor, labour, cost of fuel, lubricant all inclusive, cleaning the ground etc, all complete as per direction of the EIC.	1.50	Month		
5	Labour charges for clearing dusting the furniture (tables of cafeteria chair, shelves benches, undrellas, shades, electric fittings and fixtures) including washing all the inside and out side walls floor of Gallary, Pavilion, Security Rooms, toilets, open top roof / open terrces round the chain link fenching within the compound along with sweeping and clearing the littered materials of grceneries in the front and back side of play ground and watering of different foliage plant etc. complete as per direction of the EIC.	78	per Day		

Sl. No.	Description of Items	Quanty	Unit	Rate to be Quoted by the bidder inclusive of GST& all other charges and taxes	Amount (Rs.)
6	<p>Supply of all types of cleaning materials/toileteries and necessary machinery as required to clean the floor, toilet, stair etc. & as per direction of EIC, including all other taxes complete.</p> <p>Details list for materials/toileteries :-</p> <p>1. Odonil :- 1 Pck/month</p> <p>2. Phenyl :-</p> <p> i) Black - 500 ml :- 1 No/month</p> <p> ii) White - 500 ml :- 2 Nos/month</p> <p>3. Broom :- 2 Nos/month</p> <p>4. Cloth :- 2 Nos/month</p> <p>5. Colin - 500 ml :- 2 Nos/month</p> <p>6. Harpic - 500 ml :- 1 Nos/month</p> <p>7. Naphthalene - 100 ml :- 1 No/month</p>	1.50	per month		


 Executive Engineer - (P&GV)
 New Town Kolkata Development Authority

Name & Address and Contact No. of the Bidders

Signature of the Bidders