



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DISTRICT MAGISTRATE  
ALIPURDUAR -736122

(Office-03564-255062, Fax-255283, E-mail Id- dmapd20@gmail.com)

**NOTICE INVITING QUOTATION**  
**No. 01 of 2017-18**

Sealed quotations are hereby invited from reputed Surveying Firm/Individual/Contractor having experience and expertise in offering Surveying works and Preparation of Detailed Project Report for the under-mentioned works proposed for execution in Alipurduar district. The quotation will be received by the undersigned in the tender box kept in the office of the undersigned till **14.00 hrs. on 18/12/2017**. The quotations will be opened publicly on the same day or a subsequent date in presence of the quotationers or their authorised representatives who may be present at that time. Xerox copy(self attested) of valid **P.T., PAN, VAT, Trade License and completion certificate of similar work as credential** will have to be submitted by the intending quotationers to participate in the quotation.

**Name of work:-**

Sl. No.	Name of Work
1	Renovation & beautification of Jheel (Water Body) near Alipurduar Chowpati.
2	Renovation & beautification of Jheel(Water Body) near Elite Prayatak Aawas, Alipurduar.
3	Beautification of Collectorate Avenue –College Halt to NBSTC depot via Collectorate building-circuit house –parade ground. Sitting arrangement-two side pavements-divider-ornamental tree-led lights.

**A. Scope of work:-**

**1. Survey:-**

- 1.1 To carry out benchmark and establishment of reference level.
- 1.2 Plotting of Boundary.
- 1.3 Plotting of foot prints of all existing & new structures, pathways etc.
- 1.4 Plotting of all trees at site.

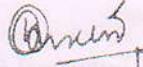
**2. Vector Drawing:-**

- 2.1 Preparation of vector drawing showing all details in Auto Cad.
- 2.2 A separate drawing with 'Z' values set to zero also has to be submitted.
3. Design of Structures including foundation etc.
4. Preparation of Architectural & Structural drawings, Bill of Quantities, Estimates, etc.
5. Landscaping Plan
6. Preparation of Detailed Project Report.

**B. Terms and Conditions:-**

1. The District Magistrate, Alipurduar reserves the right to accept or to reject any quotation without assigning any reason thereof.
2. The rate to be quoted including of all taxes and charges, both in figures and words. No conditional/ incomplete rate will be entertained.

3. A prospective bidder shall be allowed to participate in the NIQ either in the capacity of individual or as a partner of a firm. In the event of simultaneous participation, all the applications of the defaulting quotationers will be rejected.
4. Rate/Bid shall remain valid for a period not less than 90(ninety) days from the last date of submission of quotation.
5. In the event of acceptance of lowest quoted rate, no multiple lowest rates will be considered by the department.
6. The successful quotationer shall have to execute agreement in WBF No. 2911(i)/(ii) in quadruplicate within seven days from date of issue of work order along with earnest money of Rs. 20,000/- (Rupees twenty thousand) only as Demand Draft drawn in favour of the District Magistrate, Alipurduar payable at Alipurduar.
7. The successful quotationer shall have to complete the entire job within a period of 30 (thirty) days from the date of issue of work order.
8. The quotationers may visit the proposed locations before submission of their rates. All necessary cooperation will be extended by this office to the intending agencies during their site visit.
9. The successful quotationer will have to submit four copies of hard copies of the draft & final DPR along with one soft copy of the final DPR in CD-format.
10. The professional fees/ charges, inclusive of all taxes, payable will be paid in three instalments. 40% of the fee as first instalment will be paid on submission of draft DPR. Next 40% as second instalment will be paid on submission of final DPR. The balance 20% of the fee/ charge as third & final instalment will be paid on successful vetting of the DPR by the concerned department.

  
 District Magistrate  
 Alipurduar

Memo. No. 325(1)/APD/MA/17

Dated: 08/12/2017

Copy forwarded for information and wide publicity to:-

1. The Addl. Executive Officer, Alipurduar Zilla Parishad.
2. The Sub-Divisional Officer, Alipurduar.
3. The Executive Engineer, P.W.D., Alipurduar Division.
4. The Chairman, Alipurduar Municipality.
- ✓ 5. The O.C., IT Cell for uploading the NIQ on the district website.
6. The CA to the DM, Alipurduar.
7. The CA to the ADM(G), Alipurduar.
8. Notice Board of this office.
9. Office Copy.

  
 District Magistrate  
 Alipurduar