

Government of West Bengal
Water Resources Investigation & Development Department
Office of the Project Director, WB_ADMI Project
Block-14/2, CIT Scheme VIII (M), ICMARD Buildings, 5th Floor
Ultadanga, Kolkata – 700 067
Telephone: 033-23567546/48/49 Fax no. 033-2356-7547, Email ID: pdwbadmip@gmail.com


NOTICE FOR INVITATION FOR QUOTATION NO.-ADMIP/IFQ/25-26/08 DATED- 11.08.2025

Invitation for Sealed quotation for repairing and miscellaneous works at SPMU office under WBADMI Project Phase-II, is hereby invited by the Executive Engineer (A-M), SPMU, WBADMIP from the bonafied and reputed Agency. The critical dates for this quotation are mentioned below;

Last date & time of receiving Quotation Document from SPMU	19/08/2025 upto 14:00 hrs.
Last date & time for submission of Quotation	19/08/2025 upto 14:00 hrs.
Date & time for opening quotation	19/08/2025 at 15:00 hrs.

Quotations will be opened in the presence of Quotationers or their representatives who may like to present. No supplementary claim will be entertained except the rate quoted in the quotation.


Acceptance of the lowest or any quotation is not obligatory and the authority reserves the right to accept or reject any or all quotations without assigning any reasons what-so-ever.


Executive Engineer (A-M)
SPMU, WBADMIP

Memo No- 1146 (9)
Copy forwarded for information and wide circulation to:

Dated Kolkata- 11.08.2025

- 1) The Project Director, WBADMIP.
- 2) The Additional Project Director, WBADMIP.
- 3) The Controller of Finance, WBADMIP.
- 4) Superintendent Engineer (A-I/A-M), SPMU, WBADMIP.
- 5) The Executive Engineer (A-I), SPMU, Kolkata, WBADMIP.
- 6) The Executive Engineer (A-I) & D.D.O., SPMU, WBADMIP.
- 7) Procurement Engineer, SPMU, Kolkata, WBADMIP.
- 8) Office Notice Board, SPMU, Kolkata, WBADMIP.
- 9) Guard File


Executive Engineer (A-M)
SPMU, WBADMIP

E-5

**PROCUREMENT OF GOODS &
SERVICES
UNDER
NATIONAL SHOPPING PROCEDURES**

**INVITATION FOR QUOTATION FOR SUPPLY OF GOODS &
SERVICES UNDER NATIONAL SHOPPING PROCEDURES**

To

Dear Sir,

**SUBJECT: INVITATION OF QUOTATION FOR REPAIRING AND MISCELLANEOUS WORK
UNDER WBADMI PROJECT PHASE-II.**

1. You are invited to submit your most competitive quotation for the following items:-

Sl. No.	Brief Description of the Goods & Services	Unit	Quantity	Completion Period of work	Place of Work
1	Hydraulic door closer of approved quality as per I.S.I. standard fitted and fixed complete. ii) Godrej Hydraulic door closer fitted and fixed complete. (a) Heavy type	Each	7	10 Days After issuing the Work Order	Office of the Project Director, WBADMI Project.
2	Repairs to automatic door closer including replacement of damaged main spring, oiling and adjusting as necessary including taking out and refitting the same.	Each	8		
3	Anodized aluminum D-type handle of approved quality manufactured from extruded section conforming to I.S. specification (I.S. 230/72) fitted and fixed complete: (a) (a) With continuous plate base (Hexagonal/ Round rod) (i) 75 mm grip x 10 mm dia rod.	Each	2		
4	(a) Supplying 'Godrej' mortice lock chromium plated with latch and keys 4 levers including fitting and fixing complete.	Each	3		
5	Supplying heavy duty top pin/set of pivots of local make and approved by the Engineer-in-charge. (This item to be provided where floor spring not used).	Pair	1		
6	Supplying, fitting and fixing pillar cock of approved make.(a) (i) CP Pillar Cock - 15 mm. (Equivalent to Code No. 507 & Model -Tropical / Something Special of ESSCO or similar brand).	Each	1		
7	Printing of IEC Materials.	Pcs.	1668		
8	Spiral Binding of Printed IEC Materials(Set of 164 pages)	Set.	12		
9	Supplying, Fitting & Fixing of Clip for curtains.	Pkt.	15		
10	Cleaning and Washing of existing window curtain for 5th, 7th & part of 8th Floor at SPMU office.	Pcs.	83		
11	Cleaning and Washing of Towel of Officer's chair at SPMU.	Pcs.	20		

- * *Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent marking only.*
2. The Government of India has received a loan vide loan no. IBRD -95430 from the International Bank for Reconstruction & Development towards the cost of WBADMI Project Phase –II, and intends to apply a part of the funds to cover eligible payments under the contracts for which that Invitation of Quotation is issued.
 3. The Quotationer either may collect the Quotation Paper from Office of the Project Director, WBADMI Project during office hours of working day or may download the same from the official website i.e. <https://www.wbadmip.org>.
 4. **Quotation Price:**
 - a) The quoted rate shall be inclusive of all demands like GST & others.
 - b) Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
 - c) The rates quoted by the Quotationer shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
 - d) The Prices shall be quoted in Indian Rupees only.
 5. **Each Quotationer shall submit only one Quotation.**
The Quotationer shall furnish item wise rate in Indian Rupees in the specified Format of Quotation (Annexure-I). However, Quotationer shall furnish rates for all items of works on a single responsibility basis, failing which such quotation will not be taken into account for evaluation. Quotation should be submitted in sealed envelope.
 6. Quotation to be submitted in the office of the Project Director, WBADMI Project, SPMU, ICMARD Building, Ultadanga, Kolkata not later than the time and date given in the letter of invitation. If the specified date is declared a holiday, quotation shall be received up to the appointed time on the next working day.
 7. **Documents Establishing Quotationer's Eligibility and Qualifications:**
 - 7.1 Copy of Valid 15 digit Goods & Services Taxpayer Identification Number (GSTIN) under GST ACT 2017
 - 7.2 PAN number with self-attested copy of PAN
 - 7.3 Trade License
 - 7.4 Credential of supply work, supported by completion certificate, issued by the officer not below the rank of Executive Engineer.
 8. **Validity of Quotation**
Quotation shall remain valid for a period not less than 90 days after the deadline date specified for submission.
 9. **Opening of Quotations**
Quotations will be opened in the presence of Quotationer or their representatives who chose to attend on the date and time and at the place specified in the letter or invitation. Information relating to evaluation of quotations shall not be disclosed to quotationer or any other persons not officially concerned with the process until the award to the successful quotationer is announced.
 10. **Evaluation of Quotations**
The Employer will evaluate and compare the quotations determined to be substantially responsive i.e. which
 - (a) **Meet the qualification criteria specified in clause 7 above**

- (b) are properly signed , and
- (c) Conform to the terms and conditions, and specifications/description.
- (d) The quotations will be evaluated on totality basis for all items as mentioned above.
- (e) The Quotation rates remain within approved limit.

11.0 Award of contract

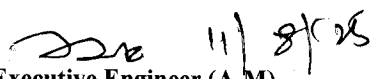
- 11.1 The Purchaser will award the contract to the Quotationer whose quotations has been determined to be substantially responsive and who has offered the lowest evaluated quotation price in total.
- 11.2 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the process and reject all quotations at any time prior to the award of contract.
- 11.3 The quotationer whose quotation is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
- 11.4 Payment shall be made immediately after satisfactory completion of works.
- 11.5 Quotationers are requested to submit their quotation on **19/08/2025 at 14.00 hrs.** Quotation will be opened on **19/08/2025 at 15.00 hrs.**
- 11.6 We are forwarded to receiving your quotations and thank you for your interest in this Project.

12 Performance Security :-

Performance Security @ 2% of the total value of the bill shall be deducted at the time of payment or you can submit the Performance Security in the form of Bank guarantee in favour of Executive Engineer, SPMU, WBADMI Project, Kolkata.

13. Release of Performance Security:

Performance Security shall be released after Three (3) months from the date of completion of the work as stated above subject to satisfactory completion of the work during the mentioned period.


Executive Engineer (A-M)
SPMU, WBADMIP

Address:


Office of the Project Director, WBADMI Project
Block-14/2, CIT Scheme-VIII (M), ICMARD Building, 5th
Floor, Kolkata - 700067
Telephone: (033) 2356-7546 /48 /49 Fax: (033) 2356-
7547 E-Mail: pdwbadmip@gmail.com

FORMAT OF QUOTATION
(Annexure-I)

Sl. No.	Brief Description of the Goods & Services	Unit	Quantity	Quoted Unit Rate in Rs.(including GST)	Total Amount	
					in Figures	in Words
1	Hydraulic door closer of approved quality as per I.S.I. standard fitted and fixed complete. ii) Godrej Hydraulic door closer fitted and fixed complete. (a) Heavy type	Each	7			
2	Repairs to automatic door closer including replacement of damaged main spring, oiling and adjusting as necessary including taking out and refitting the same.	Each	8			
3	Anodized aluminum D-type handle of approved quality manufactured from extruded section conforming to I.S. specification (I.S. 230/72) fitted and fixed complete: (a) (a) With continuous plate base (Hexagonal/ Round rod) (i) 75 mm grip x 10 mm dia rod.	Each	2			
4	(a) Supplying 'Godrej' mortice lock chromium plated with latch and keys 4 levers including fitting and fixing complete.	Each	3			
5	Supplying heavy duty top pin/set of pivots of local make and approved by the Engineer-in-charge. (This item to be provided where floor spring not used).	Pair	1			
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11	Cleaning and Washing of Towel of Officer's chair at SPMU.	Pcs.	20			
Grand Total						

N.B. In case of any disparities between words and figures, **words** will be taken in to account.


Executive Engineer (A-M)
SPMU, WBADMIP

Gross Total Cost: Rs.

We agree to supply the above goods & in accordance with the specifications for a total contract price of Rs.(amount in figures) (Rs. amount in words) within the period specified in the Invitation for Quotations.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier