



NORTH DUM DUM MUNICIPALITY

163, M.B.ROAD, BIRATI, KOLKATA - 700051
PHONE: (033) 2514 - 2101 / 2514 - 2494, FAX - (033) 2514 - 2990
Website: <http://www.northdumdummunicipality.org>
E-mail ID: northdumdum@gmail.com

Memo No.: NDDM/ELEC/1101

Date:12.02.2026.

NOTICE INVITING e-QUOTATION

Quotation No: WBMAD/NDDM/ELEC/NIQ-288/25-26.

Date:12.02.2026.

Online Quotation are invited by the Chairman, on behalf of the North Dum Dum Municipality through electronic quotation (e-quotation) for supply of material from eligible and resourceful Companies/Dealers/Contractors having sufficient credential and financial capability.

Table -1 : Particular Items

SL NO	Name Of Materials	E.M.D	Quantity	Date of Completion of Supply.
1	Supply& Delivery of Materials	3950.00	As per BOQ	14 Days

Table-2 :- Date and Time Schedule

Sl No	Particulars	Date & Time
i)	Date of uploading of NIeQ and Quotation Documents online (Publishing Date)	12.02.2026. at 18:55Hrs
ii)	Documents download start date (Online)	12.02.2026. at 18:55Hrs
iii)	Quotation submission start date (On line)	12.02.2026. at 18:55Hrs
iv)	Quotation Submission closing (On line)	As per portal date & Time.
v)	Quotation opening date for Technical Proposals(Online)	As per portal date & Time.
vi)	Date of uploading list for Technically Qualified Contractor (online)	To be notified later
vii)	Date and Place for opening of Financial Proposal (Online)	To be notified later
viii)	Date of uploading of list of qualified Contractor along with the offer rates (on line)	To be notified later.
ix)	Also if necessary for further negotiation through offline for final rate.	To be notified later.

Table-3 :-	
Eligibility Criteria & Documents to be produced in support of Credential for quotation Part-I(Prequalification Documents):-	<p>i) Having experience and technical acumen in Supply of Electrical product value of supply no less than Rs 3950. <i>(Copies of Credential Certificates/Payment Certificates have to be furnished)</i></p> <p>ii) <i>Having valid Trade license & up to date P tax deposit challan.</i></p> <p>iii) Having valid GST registration certificate with up to date GST return.</p> <p>iv) Having valid PAN Card and up to date Income tax return.</p> <p>v) Having valid P. Tax clearance Certificate.</p> <p>vi) After generate AOC, if any default in material, in that case those Companies/Firms/Contractor's quotation or AOC/ order will be cancelled.</p> <p>vii) Particulars of ownership/partnership or Board of Directors pertaining to the Organization/Company/Firm.</p> <p>viii) Other certificates if any <i>(Copies of all above mentioned documents shall have to be furnished)</i> <i>All documents in original to be produced in due course of time as & when asked by the Tender / Quotation inviting authority.</i></p>
Quotation documents:-	<p>A full set of Quotation documents consists of 2 Parts. These are</p> <p>PART I:-Containing all documents in relation to the name of the Companies/Firms/Contractors applied for and credentials possessed along with all documents as specified in above Eligibility Criteria and its all corrigenda's.</p> <p>PART II:-Containing the Quotation Price / Price Schedule.(BOQ in MS-excel format)</p>
Earnest Money:-	<p>The Earnest Money of Rs. 19,214.00 as specified in the NIQ shall be remitted by the Contractor through e-portal (www.wbtenders.gov.in) payment gateway only in respect of quotation ID as per G.O. no. 3975 F(Y) dated 28.07.2016 of W.B. Finance Dept. Every such Transfer shall be done on or after the date of publish of NleQ. Any Quotation without such online payment of EM (Except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled. Online transfer of Earnest Money receipt (Scanned copy) shall be uploaded as statutory document. Balance earnest money(If any) @ 2% of quoted value (Beyond Rs 3950/-) by the lowest bidder to be submitted at the time of accepting AOC.</p>
Security Deposit & other taxes:-	<p>All usual deductions for taxes as applicable i.e. GST, IT as applicable will be made from the bills time to time.</p>
Cost of Formal Agreement	<p>The cost of formal agreement as specified in Table-1 shall be paid by the successful Bidder only at the time of formal agreement after acceptance of quotation.</p>
Validity/ Withdrawal/ Acceptance of Quotation:-	<p>A Quotation submitted shall remain valid for a period of 365 calendar days from the date set for opening of quotations. Any extension of this validity period if required will be subject to concurrence of the Quotations. Municipal Authority can issue the order in partly within 365 days.</p> <p>A Quotation once submitted shall not be withdrawn within the validity period. If any Contractor withdraws his/their quotation(s) within the validity period then Earnest Money as deposited by him/them will be forfeited and even a legal action may be taken by T/Q inviting authority. The TIQ will accept the quotation. TIQ does not bind to accept the lowest quotation and reserves to right to reject any or all of the quotations received without assigning any reason thereof.</p>
Validity of contract	<p>Rate submitted by lowest bidder will be valid for 365 days. The Municipal Authority shall order any time any quantity as per requirement within 365 days and selected bidder will be bound to supply the materials within these periods. Penal measure will be applicable in case of default by forfeiting the earnest money.</p>

Other terms & conditions if any: -Penalty for suppression / distortion of facts: If any bidder fails to produce the original hard copies of the documents uploaded or any other documents on demand of the Quotation Inviting Authority within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the bidder will be suspended from participating in the tenders on e-Quotation platform for a period of 3 (Three) years. In addition, his user ID will be deactivated and Earnest Money Deposit will stand forfeited. Besides, the Chairman, North Dum Dum Municipality P.O Birati, District North 24 Pgs. may/shall take appropriate legal action against such defaulting quotation. The authority may ask to show hard copies of all credentials, certificates, company details, partnership deeds etc. etc. as uploaded by the bidder and allied papers in connection with this quotation as and when necessary for verification purpose as per convenience of the authority during processing of this quotation.

The employer (Tender / Quotation accepting authority) reserves the right to accept or reject any quotation and to cancel the process and reject all quotations at any time prior to the award of contract without thereby incurring any liability to the affected bidders or any obligation to inform the affected Quotationer of the ground for employer's (Tender / Quotation accepting authority) action.

Name of Agency	Name location & nature of work	Quotation No. & Work order No.	Name of E.I.C. responsible supervision of for work	Estimated amount put to tender(Rs)	Contractual rate	Date of commencement	Schedule date of completion of supply.	Actual date of completion of supply	Reason for delay in completion (If any)

Note: Applicant may add necessary column and space, if required from his end.

FORM -I

PRE-QUALIFICATION APPLICATION

To
The Chairman,
North Dum Dum Municipality
Birati, Kolkata - 700051

Ref: - Quotation for

(Name of work)

NieQ. No.:

Dear Sir,

Having examined the Statutory, Non statutory and NieQ documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of..... in the capacity of duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for application and for completion of the contract documents is attached herewith.

We are interested in bidding for the work(s) given in Enclosure to this letter. We understand that:

- (a) Tender / Quotation Inviting and Accepting Authority/Engineer-in-Charge can amend the scope and value of the contract bid under this project.
- (b) Tender / Quotation Inviting and Accepting Authority/Engineer-in-Charge reserves the right to reject any application without assigning any reason.

Enclose: - e-Filing:-

- 1. Statutory Documents
- 2. Non Statutory Documents

Date: -

Signature of applicant
(Including title and capacity in which application is made)

Chairman
North Dum Dum Municipality

Copy forwarded for information to-

1. The Secretary MA & UD Department Govt. of W.B., Nagarayan, Saltlake, Kolkata
2. The District Magistrate, Barasat, North 24 Pgs..
3. The Engineer-in-Chief, M.E. Directorate, Bikash Bhawan, Salt Lake City, Kolkata- 700091.
4. The Chief Engineer, M.E. Directorate, Bikash Bhawan, Salt Lake City, Kolkata- 700091.
5. The Executive Engineer, North 24 Parganas Division, M.E. Dte. Barasat.
6. CIC of Electric Department. Sri Debasish Ghosh, North Dum Dum Municipality
7. The Executive Officer, North Dum Dum Municipality
8. The Finance Officer, North Dum Dum Municipality
9. The SAE,(Electrical), North Dum Dum Municipality
10. The Accountant, North Dum Dum Municipality
11. Notice Board.
12. Respective File.
13. Store keeper

Sri Bidhan Biswas

Chairman,
North Dum Dum Municipality