



# West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

Memo No: 1984 -MDC/OB-06

Date: 15.04 .2024

## NOTICE INVITING QUOTATION

NIQ.NO: MAC-01 Amber of 2024-25

WBMDFC, invites sealed quotations from the willing bonafide & resourceful firms having experience in similar nature of work to undertake the following work , as per particulars given below :-

- i). Name of Work : Periodical maintenance of A.P.J. Abdul Kalam Auditorium at Amber Building, Head Quarter of WBMDFC- Cleaning of floor Carpet.
- ii). Eligibility of Agencies : The willing agencies will have to submit copy of the following documents.
- Valid Trade Licence
  - P-Tax Registration Certificate.
  - PAN Card
  - GST Registration Certificate
  - Credentials for similar nature of work to be executed under any Government organization of minimum value of 40% of the Estimated amount put to the Tender during last five years period prior to the date of issue of this NIQ.
  - The agency must not have been Blacklisted any court or Govt./Central/ state Autonomous bodies/PSU. In this regard, an undertaking will be submitted on their own letter head.
- iii). Last date of Dropping Quotation : 23.04.2024 up to 3:00 PM
- iv). Date of opening Quotation : 23.04.2024 at 4:00PM
- v).Period of Maintenance : Three times every four month interval (One year).

  
Managing Director



# West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

## General Terms & Condition:-

- 1) The willing agencies will have to submit the above mentioned copies along with the applications.
- 2) The entire Maintenance works will be executed as per work schedule and direction by the appropriate authority of WBMDFC.
- 3) Accordingly, quotationer will have to offer their rates in item basis including all statutory Taxes & Charges both in figure and in words in their letter pad in accordance with the attached price schedule.
- 4) Conditional rate will not be accepted.
- 5) All corrections are to be initialled.
- 6) 3% retention money shall be kept as retention money which will be converted to security deposit
- 7) Unsatisfactory performance of contract any stage of time shall be liable for termination of work award order and may also lead to forfeiture of performance-cum-security deposit.
- 8) All participants are requested to be present during opening of sealed quotation.
- 9) No price escalation will be allowed during the working period.
- 10) Payment will be made on actual consumption basis.

Managing Director, WBMDFC reserves the right to reject any application/tenders or all applications/tenders without assigning any reason thereof.

Encl: - Work schedule

Memo No: 1984 -MDC/OB-06

### **Copy forwarded for information and circulation to the:**

- 1) Director, Directorate of Madrasah Education, Govt. of West Bengal
- 2) Secretary, Urdu Academy,
- 3) CEO, Board of Aquaf, Govt of West Bengal
- 4) Departmental website

Memo No:1984 -MDC/OB-06

### **Copy forwarded for information to the:**

- 1) General Manager(Admin), WBMDFC
- 2) Chief Accounts Officer, WBMDFC
- 3) PA to Hon'ble Chairman, WBMDFC

  
**Managing Director**

Date: 15.04 .2024

  
**Managing Director**

Date:15.04 .2024

  
**Managing Director**



# West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

Memo No: 1984 -MDC/OB-06

Date:15.04 .2024

## WORK SCHEDULE

NIQ No. : MAC-01Amber of 2024-25

Name of the work: Periodical maintenance of A.P.J. Abdul Kalam Auditorium at Amber Building, Head Quarter of WBMDFC- Cleaning of floor Carpet.

Sl. No.	Description of Item	Quantity (Three times for every four month interval)	Unit	Rate (Rs.)	Amount (Rs.)
1	Maintenances of auditorium carpet by using material Johnson Diverse (TR101) and suitable pressure by the vacuum machine with skilled technicians and complete the same in all respect as directed by the competent authority of WBMDFC.	2600	Sqft		

Total Amount=Rs.

Add CGST @ 9 % =Rs.

Add CGST @ 9 % =Rs.....

Total =Rs.

  
Managing Director