



# West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

No: 2254 -MDC/OBM-13

Date: 18.09.2019

## NOTICE INVITING QUOTATION NIQ.NO: Horticultural-02/2 Amber of 2020-21

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 : Supplying hire basis 50 nos. ready pots with plants for beautification of inside building of WBMDFC, DD-27/E, Sector-I, Salt Lake, Kolkata-700064.
- ii). Earnest Money : Rs 2000/- will be deposited in favour of WBMDFC in form of DD from any Scheduled Bank.
- iii). Eligibility of Agencies : The willing agencies will have to submit copy of the following documents.
- Valid Trade Licence
  - PAN Card
  - GST Registration Certificate
  - Minimum one year experience of rendering similar natural of work under the establishment of this Government or Government of west Bengal/undertaking of this Government or Government of West Bengal or any Reputed Organization for at least two years.
- iv). Last date of Dropping Quotation : 30.09.2020 up to 3:00 PM
- v). Date of opening Quotation : 30.09.2020 at 4:00PM
- vii).Period of Work : 1<sup>st</sup> October, 2020 to 30<sup>th</sup> September, 2021 as per issuing of work order.

  
18/9/2020  
Managing Director



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## 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) 8% retention money shall be kept as retention money which will be converted to security deposit.
- 7) All statutory deduction of taxes as applicable as per rule will be deducted from the agency bill.
- 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

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Copy forwarded for information & wide circulation to the:

- 1) Spl. Secretary, MA & ME Department, Govt. of West Bengal
- 2) General Manager, WBMDFC
- 3) Chief Accounts Officer, WBMDFC
- 4) Technical Advisor to MD , WBMDFC
- 5) Office Notice Board
- 6) Department Website

  
Managing Director

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## WORK SCHEDULE

NIQ.NO: Horticultural-02/2 Amber of 2020-21

Name of the work: Supplying hire basis 50 nos. ready pots with plants for beautification of inside building of WBMDFC, DD-27/E, Sector-I, Salt Lake, Kolkata-700064.

Sl.No.	Description of Item	Duration Period	Unit	Rate including all statutory Taxes (Rs.)	Amount (Rs.)
1	Supplying hire charges 50 nos. decorative potted indoor plants and positioning the same at suitable location as directed by higher authority of WBMDFC. Pot size: 12" (inch) height. Name of plants: Aglaonema, Dieffenbachia, Areca palm, Arelia and Maranta etc. Charge on rotation basis in every 2 (Two) months.	12	Month		

*(Signature)*

*(Signature)*  
18/9/2019

Managing Director