

Office of the  
**Murshidabad Zilla Parishad**  
 Panchanantala : Berhampore : Murshidabad  
 e-mail: [aeomsd@gmail.com](mailto:aeomsd@gmail.com) / [demsdgp@gmail.com](mailto:demsdgp@gmail.com)

**Notice Inviting e-Tender No. 10 of 2018-19**  
**[2<sup>nd</sup> Call]**

Sealed Tender is hereby invited in prescribed proforma from the manufacturers/authorized dealers or Bonafied Suppliers for **Supply of Stationary Materials for Murshidabad Zilla Parishad Office Store for the year 2018-19. Amt. involve Rs. 10.00 lakhs [appx]. For details of materials, please see the SOQ.**

Intending Suppliers may **download** tender documents from e-procurement portal of our website <http://wbtenders.gov.in> from **04/07/2018 at 18.00 hours to 13/07/2018 up to 13.00 hours**. The Quotations duly filled in all respect should be submitted **online** to the Addl. Executive Officer, Murshidabad Zilla Parishad up to **13.00 Hours (as per server clock) on 13/07/2018 [Friday]**. Murshidabad Zilla Parishad does not take any responsibility for the delay caused due to non-availability of Internet connection or traffic jam etc. for on-line bids.

**Necessary Earnest Money and Cost of Tender Paper will be deposited by the bidder electronically: online – through his net banking enabled bank account, maintained at any bank or: offline – through any bank by generating NEFT/ RTGS challan from the e-tendering portal [https://etender.wb.nic.]. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name & Account No., Amount, Beneficiary Bank name (ICICI Bank) & IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site.** Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD. Bidders eligible for exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder.

**The following documents should be uploaded with the Tender :**

1. The Professional Tax receipt Challan for the year 2018-19, Income Tax return for the AY-2015-16, AY-2016-17 & AY-2017-18, GST registration Certificate, Trade License & Pan Card should be uploaded (Scan Copy) with the Tender documents.
2. The Earnest Money amounting to Rs. 5000.00 and cost of Tender papers amounting to Rs. 500.00 deposited challans should be uploaded (Scan Copy) with the Tender.
3. Necessary documents in support of manufacturer or authorized dealers or Bonafied Suppliers [similar nature] should also be uploaded with the Tender documents.
4. **Bidder Information Form duly filled should be uploaded, if not tender will be treated as cancelled.**
  - a. **Date for starting downloading : On 04/07/2018 from 6.00 PM to 13/07/2018 upto 1.00 PM**
  - b. **Last date for submission of Tender : On 13/07/2018 at 1.00 PM**
  - c. **Date of opening of Technical bid : On 16/07/2018 at 2.00 PM**

The date for opening of financial bid documents of the technically qualified bidders will be announced later and the other bid documents will be unopened. No individual intimation will be given. The date for opening of financial bid documents and name of the technically qualified bidders will be announced after completion of technical evaluation.

**TERMS & CONDITIONS FOR SUPPLY OF MATERIALS**

1. If the offered rate of the Tenderer accepted by this Parishad, Delivery of materials will not be accepted on Saturdays, Sundays and Holidays.

2. Rate should be quoted inclusive of all taxes, charges etc., loading carriage, unloading and stacking at Msd. Zilla Parishad Office Store at Panchanantala, Berhampore, Murshidabad.
3. If the offered rate of the Tenderer is accepted by this Parishad, the Supplier/ Tenderer will have to ensure against manufacturing defects for a period of 1(one) month from the date of final acceptance. If any defect, whatsoever develops during this period the same will have to be replaced by the Supplier/ Tenderer by a new one at their own cost.
4. **If Earnest Money** not cover the 2% of the awarded cost, **additional Earnest Money** should be deposited in the IDBI Bank **Account No. 0257104000108225**, IFS CODE – **IBKL0000257** in favour of MZP Tender A/C, through RTGS/NEFT/CBS System to cover the 2% of the awarded cost failing which your quotation will be treated as cancelled and the earnest money deposited by you will stand forfeited to this Parishad.
5. In case of unwillingness of the successful quotationer(s) to accept the work order at his/their quotation rate, the amount deposited as Earnest money will be forfeited in favour of Zilla Parishad fund.
6. If the offered rate of the Tenderer is accepted by this Parishad, supply should be made throughout the year 2018-19 as & when ask for supply.
7. Proforma for quoting rates of any Tender must be filled in properly
8. Murshidabad Zilla Parishad has reserves the right to accept or reject any quotation without assigning any reason.
9. Offered rate of the Tenderer is accepted by this Parishad will be valid for the period from \_\_\_/\_\_\_/2018 to 31/03/2019.
10. Before the date for opening of technical bids, Bidders should submit the sample of those items he has to quoted rate to the Store clerk, MZP.

**Sd/-**  
**Addl. Executive Officer**  
**Murshidabad Zilla Parishad.**

**Memo No.: 1863(17)/ZP**

**Dated : 03/07/2018**

**Copy of NIeT No. 10/2018-19 forwarded for information to:-**

1. Sabhadhipati, Murshidabad Zilla Parishad.
2. Sahakari Sabhadhipati, Murshidabad Zilla Parishad.
- 3-11. All Karmadhakshya, Murshidabad Zilla Parishad.
- 12-17. Member, Tender & Purchase Committee, Murshidabad Zilla Parishad.

**Sd/-**  
**Addl. Executive Officer**  
**Murshidabad Zilla Parishad**

**Memo No.: 1863/1(5)/ZP**

**Dated : 03/07/2018**

**Copy of NIeT No. 10/2018-19 forwarded for information to:-**

1. District Magistrate, Murshidabad.
2. Secretary, Murshidabad Zilla Parishad
3. FC & CAO, Murshidabad Zilla Parishad
4. District Engineer, Murshidabad Zilla Parishad.
5. Store Clerk, Murshidabad Zilla Parishad.

**Sd/-**  
**Addl. Executive Officer**  
**Murshidabad Zilla Parishad**

**Memo No. 1863/1(14)/ZP**

**Dated : 03/07/2018**

**Copy of NIeT No. 10/2018-19 forwarded with a request to display in the Notice Board to:-**

- 1-6. Executive Engineer, I&WD / PWD-I & II / PW(Roads)-I & II / P.W. Construction Board / CPWD-I, B.B.Zone, Murshidabad Divn.-I.
- 7-11. Sub-Divisional Officer, Sadar / Domkal / Lalbagh / Kandi / Jangipur.

12. DIO/DIA, NIC, Murshidabad with a request to publish the notice in the District Website.
13. The Computer Assistant (Sri Abir Kanti Ghosh), Murshidabad Zilla Parishad with a request to upload & publish the Quotation Notice in the Departmental Website (<http://wbtenders.gov.in>) of P & R.D. Department upto **6.00 PM of 04/07/2018**.
14. Murshidabad Zilla Parishad Office notice Board.

**Sd/-**  
**Addl. Executive Officer**  
**Murshidabad Zilla Parishad**

**Memo No. 1863/2(3)/ZP**

**Dated : 03/07/2018**

**Copy forwarded for information to:-**

1. Directorate of Information & Public Relations, Block-I, Top Floor, Writers' Buildings, Kolkata -1.
2. District Information Officer, Murshidabad.
3. Assistant Labour Commissioner, 120, B.B. Sen Road, Berhampore, Murshidabad.

**Sd/-**  
**Addl. Executive Officer**  
**Murshidabad Zilla Parishad**