



**OFFICE OF THE CHIEF EXECUTIVE OFFICER**  
**Haldia Development Authority (ISO 9001:2015 Certified)**  
(A Statutory Authority under Government of West Bengal)

City Centre, P.O. Debhog, Haldia-721657, Dist: Purba Medinipur  
Ph.: (03224) 255926, Fax-255927, e-mail : [ceo.hda@gmail.com](mailto:ceo.hda@gmail.com) Web.: [www.hda.gov.in](http://www.hda.gov.in) , Toll Free No. 1800-345-322424

**QUOTATION NOTICE NO. 31/HDA/EC of 2020-2021**

Sealed quotations are invited for the following works (detail of dates given below) from bonafide agencies. The intending participants will have to satisfy the undersigned with their proof of experience and financial capabilities in similar nature of work. Quotation will be opened in presence of quotationers, who may wish to be present at the stipulated date and time of opening of the quotation.

**Name of the work : Cleaning of water tank, cleaning of underground reservoir, removal of bushes, cleaning drain within the Housing complexes- Swathi Housing Complex(Ph.-II), Anasua Housing Estate, Priyambada Housing Estate, 44 Flats complex, 40 Flats complex, 18 Flats complex, Shakuntala Housing Estate, Basudevapur PHE Housing Complex, Chaitanyapur PHE Housing Complex of Haldia Development Authority.**

**Estimated Amount : Rate to be quoted.**

1	Date of invitation of Quotation	<b><u>20.01.2021</u></b>
2	Date of and Time of submission of Quotation	<b><u>27.01.2021 upto 4:00 p.m</u></b>
3	Date of and Time of opening of Quotation	<b><u>27.01.2021 at 4:30 p.m</u></b>
4	Scope of work	1. Cleaning of water tank (twice in a Year) of all the housing complex of HDA. 2. Removal of bushes, Jungle at the building of HDA Housing Complex. 3. Cleaning of surface drain within the HDA Housing Complex.
5	Document to be submitted along-with the Quotation	i) Name and address, registration detail of Firm / Company / Agency, place of registration, and principal place of business, name of proprietor etc. ii) PAN Card iii) Latest Income Tax return iv) GST Registration details
6	Quoting of Rates	Rate should be quoted in the own pad of the firm yearly contract basis. The rate will have to be quoted including man powers, materials, delivery charges, all taxes, duties and in-station charges.
7	Selection of the successful Quotationer	Successful Quotationer shall be decided as per the lowest amount.
8	Contract Period.	01(one) Year

**Other Terms and conditions:**

1. Name of the work and NIQ No, shall be mentioned in the Quotation.
2. Work will be awarded to the lowest bidder.
3. All water and electricity charges to be borne by the contractor.
4. Conditional tender shall not be accepted.
5. Penalty for delay: **compensation an amount equal to one percent or such smaller amount as the Authority (whose decision in writing shall be final) may decide, on the amount of the tendered amount of the whole work as shown in the tender for everyday.**

Sd/-  
Chief Executive Officer  
Haldia Development Authority

Memo No. 1713(10)/HDA/IX-F-113

Dated 20/01/2021

Copy forwarded for information to:-

1. The Chairman, Haldia Development Authority
2. The District Magistrate, New Administrative Building, Vill-Ganapatnagar, P.O-Uttar Sonamui, P.S-Tamluk, Dist.- Purba Medinipur, Pin-721648.
3. The Sub-Divisional Officer, Haldia, P.O.- Khanjanchak, Purba Medinipur.
4. The Chairman, Haldia Municipality.
5. The District Information & Cultural Officer, Purba Medinipur
6. The District Informatics Officer, NIC, Purba Medinipur, Tamluk with a request to publish it in the official website of Purba Medinipur District.
7. The Assistant Planner, HDA.
8. The System Analyst, H.D.A. with a request to arrange to publish it in the website of HDA and make arrangement to send the same to DIO, NIC by e-mail.
9. CA to the CEO, HDA
10. Reception / Notice Board.

Sd/-  
Chief Executive Officer  
Haldia Development Authority