NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority under Government of West Bengal)

Plot No.DG/13, Premises No. 04-3333, Action Area-ID,

New Town, Kolkata -700156

Ph. No. 033-3505-0000 (ext 109) Email Id: seme@nkda.in

Memo No: 5894/NKDA/ EE(E)/Electrical-98 /2026-27 **Date: 15/09/2026**

SPOT NOTICE INVITING QUOTATION

S.N.I.Q. NO:03/ EE (E) /NKDA of 2026-27.

Sealed Spot Notice Inviting Quotations are invited by the Executive Engineer (E), New Town Kolkata Development Authority from resourceful, bonafide and experienced contractors having proven experience in execution of similar nature of works in different government departments and WBHIDCO for such works as stated below: -

1. **Name of work: - Providing of Temporary decorative illumination work on account of Ashirwad Ka Diya to Mangal Deep at Akankha More, Newtown, Kolkata under NKDA.**

Last date of application	**: 15/09/2026**	**up to 1.00 P.M**
Specification of work will available up to	**: 15/09/2026**	**up to 2.00 P.M.**
Date of Submission of Quotation	**: 15/09/2026**	**up to 3.00 P.M.**
Date of opening	**: 15/09/2026**	**at 4.00 P.M.**

General Terms & Condition

1. The intending quotationer will have to get the permission from the undersigned for getting the tender papers within the stipulated time against application with proven experience for completion of similar nature of work and on production of completion certificate and corresponding work order/(s) in individual contract value for a single job during the last three financial years, not less than 50 % of the estimated amount put to tender. Completion/Payment certificate should clearly indicate the description of works, value of contract, executed work value, date of award, actual date of completion etc. and name, address and telephone number of the client. Xerox copies of valid certificates of VAT, Permanent Account Number (PAN) of Income Tax Department, Professional Tax clearance from the concerned Department. The originals will be refunded after verification. Tender form and other documents will be issued to the contractors from this office on all working days between 11 am and 4.00 pm on production of the aforesaid documents upto the date of available of specification of this NIQ.

2. Copy of address (address for correspondence) proof certificate by any govt. department, local authority, MLA, councilor of the area will have to be submitted along with the application. Originals will be returned after verification.

3. The undersigned reserves the right to refuse permission to issue quotation papers without assigning any reason what so ever and no challenge against such refusal will be entertained. The contractor will also not be entitled for any compensation for rejection of the application.

4. No application will be entertained if sent by Post/Courier.

5. Quotation should be submitted in sealed cover and subscribed with the Name of the Work quotation for, with N.I.Q No.

6. The rates are to be quoted both in words and figures as per schedule and perusing necessary Terms & Conditions attached herewith. The rate quoted is valid for acceptance upto 6(six) months from the date of opening of the Quotation. The rates quoted should be considered as inclusive of sales tax and other taxes and all other charges. No claim for any extra charge what so ever will be entertained.

7. The quotationer should sign all corrections in the quotation with the date. The Quotationer must sign each page of the quotation paper, notice, relevant drawings, schedules etc. which forms part and parcel of the quotation document. The intending quotationer is required to sign in English or Bengali or Hindi. Signature of quotationer in all locations must be identical but the rates shall be quoted in English only.

8. a) The lowest quotationer will have to deposit 2% (Two percent) Earnest Money of quoted price of the total job in the form of Pay Order / Bank Draft/ Banker's Cheque of any Nationalized / Scheduled Bank of India on its Kolkata Branch drawn in favor of **New Town Kolkata Development Authority** along with agreement.
   b) Earnest Money will not be accepted by cheque / cash or in any form other than mentioned above.

9. The entire two percent of the Earnest Money already deposited will be converted as initial Security Deposit. The Gross recovery of the balance security money will be made from each running bill @ 10% of the bill value less the amount already deposited with the agreement as earnest money. The Security Deposit will be refunded after defect liability period of 06(six) months from the date of completion of the work.

10. Quotationer who will sign on the Quotation on behalf of a company or firm must produce the registered documents in respect of their competency to do so, failing which the Quotation will not be considered.

11. The Quotationer are bound by the terms and conditions of **W.B.F No.2911 / (ii)** along with the specification, notice for calling Quotations, Special Terms & Conditions, if any, and schedule of works etc. which forms part and parcel of the contract deeds.

12. Conditional quotation will not be entertained and shall be deemed as 'informal'.

13. The Quotation form issued from the Office of the undersigned must be returned with all enclosures to this office on the date of receipt of Quotation. If any Quotationer does not return the Quotation paper and not state satisfactory reason of non submission of the Quotation paper within 2 (two) days, the undersigned reserves the right to disqualify the contractor to participate in any Quotation up to a period as may be decided by the undersigned.
14. Quotation Documents are not transferable.

15. The Quotation will be opened in presence of Quotationer or their authorized representatives who may be present at the time of opening if they so desire. The Quotationer or their authorized representatives may be permitted to put their signature on the Quotation Register or on the opening sheet of the quotation. If considered necessary, instant bid may be conducted immediately after opening of quotations in order to lower the rates obtained.

16. The acceptance of the Quotation will rest with the accepting authority who does not bind himself to accept the lowest or any Quotation and reserves the right to reject any or all the Quotations received or to split up the work in different sub-groups without assigning any reason thereof.

17. Before submission of any Quotation, Quotationer may visit the sites and satisfy themselves about the local conditions and also other matters that may be raised in relation to the work. Any Quotationer who shall

submit quotation should be presumed to have done so as no claim whatsoever will be entertained on any account afterwards.

18. Income Tax and VAT will be deducted as per Govt. orders issued from time to time and would be applicable on the date of making payment of the bills.

19. Building and others construction workers' cess @ 1.0% will be deducted from the progressive bill(s) in pursuance with G.O No. 599A/4M-28/06 dated 27/09/2006.

20. The successful quotationer on receipt of letter of acceptance from the Quotation Accepting Authority, New Town Kolkata Development Authority will have to purchase 3(three) nos. WBF 2911(ii) at ` 5.00 (Rupees five) only each and 3(three) quotation documents at ` 250.00 (Rupees Two hundred fifty) only each through Bank receipt challan of Syndicate Bank, New Town Branch under CA No. 9525/307/4652 (Head of Account 150-1101) for the purpose of making agreements.

21. The Contractor will remain liable for West Bengal Contract Labour (Regulation & Abolition) Rules in force and necessary certificates from appropriate authority are to be submitted within 7 (seven) days from the date of issue of the work order.

22. In case of sudden closure of office due to reasons beyond the control of the undersigned, the last date and time as indicated above will automatically be deferred to the next working day without further notice.

23. The Quotation Inviting Authority reserves the right to deny or accept or reject any or all the applications and even to annul the quotation process at any point of time without prejudice to further action and without assigning reason thereof.

24. If any quotationer withdraws his offer before acceptance or refuse to work within a reasonable time without giving any satisfactory explanation for such withdrawal, he shall be disqualified for submitting quotation to this authority for a period as may be decided by the undersigned.

25. In case of any inadvertent typographical mistake in the document, the same will be treated to be so corrected as to confirm with the prevailing relevant schedule of rates and/or technically sanctioned estimate.

26. Letter or other instrument submitted separately in modification of the sealed quotation will not be entertained.

27. Canvassing in any form is strictly prohibited and any quotationer found to have resorted to canvassing shall be liable to have his Quotation rejected summarily.

28. Intending quotationer should note that he will have to work simultaneously with other contractors already entrusted with other work or with contractors to be entrusted with other work in future in the same site. The contractor will have to work in close co-operation and harmony with all the contractors engaged in the project. Any claim for idle labour, for any reason whatsoever, will not be entertained under any circumstances.

29. Departmental materials will not be issued under any circumstances. Department, unless otherwise stated means **New Town Kolkata Development Authority.**

30. The provision of the Power of Attorney, if any, must be subject to the approval of the department. Otherwise the department shall not be bound to take cognizance of such Power of Attorney.

31. Contractor should give declaration of history of arbitration/litigation if any in his application.

32. NKDA will not be held responsible for making payment against any anticipated profit and/or compensation for any losses or price escalation whatsoever for the works as stated in the annexure of this NIQ.

33. Progress of work shall be proportionate to completion time as mentioned in the quotation document.

34. Except with special permission from the E.I.C, normally no works will be undertaken on Sunday and other holidays.

35 The quotationer shall furnish the postal address of his office. Any notice or instruction to be given to the quotationer under the terms of contract shall be deemed to have been served if it has been delivered to his authorized agent (on the strength of authorization) or representative or sent by registered letter to his official address as furnished.

36 Arbitration clause of **W.B.F No.2911/2911 (i) / (ii)** to be deleted.

37 Any corrigendum to this tender will be circulated through Official Website of New Town Kolkata Development Authority (www.nkdamar.org). Participants are requested to follow the website.

Executive Engineer (Electrical)
New Town Kolkata Development Authority

Memo No: 5894/1(8) /NKDA/ EE(E)/Electrical -98/2026-27 **Date: 15/09/2026**

Copy forwarded for information and necessary action to: -

1. Chief Executive Officer, New Town Kolkata Development Authority.
2. Chief Engineer, New Town Kolkata Development Authority.
3. Administrative Officer, New Town Kolkata Development Authority.
4. Finance Officer, New Town Kolkata Development Authority.
5. Assistant Engineer (E), New Town Kolkata Development Authority.
6. Estimator/Accountant I and II / Cashier, New Town Kolkata Development Authority.
7. P.A to the Chairman, New Town Kolkata Development Authority.
8. Official Website. (www.nkdamar.org).

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