

**WEST BENGAL STATE ELECTION COMMISSION**  
**18, Sarojini Naidu Sarani (Rawdon Street)**  
**Kolkata – 700 017**  
**Ph. No. 2280-5277; FAX- 2280-7373**

No. 259-SEC/1A-4/2019

Date: 23.04.2021

**Notice inviting Tender**

Sealed tenders are invited for setting up of a Police Kiosk cum Security Guard Room at the residence of the Commissioner at New Town Kolkata. Contractors/ Agencies having experience in both civil and electrical field in the Govt. sector may participate in the tender process. The specification of work is as follows;

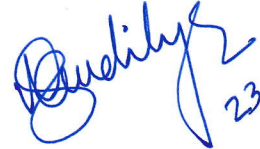
Sl. No.	Description	Quantity of work in Sq. ft.	Rate per Sq. ft. (in Rs.)	Total Amount (in Rs.)
1	<b>Civil Work:</b> Construction of Security Guard Room of Size :12 ft. X 10 ft. X 10 ft. Height with attached Toilet & Bathroom of size: 6 ft. X 4 ft. X 10 ft. Height	120 Sq. ft. (Approx)	(the rate will include the cost of all materials, including taxes, cost of accessories, fitting and fixtures, scaffolding, labour charges and any other incidental charges etc. complete in all respect)	
2	<b>Plumbing:</b> Tiles, Commode, Wash Basin, Shower, Tap, Water Tank, etc.			
3	<b>Electricals:</b> Fan, Light, Plug Points, Wiring, etc.			
4	<b>Furniture &amp; Fixtures:</b> Door, Window, Grill, Table, Chair, Bedding etc.			

The details are mentioned below:-

1. Intending bidders may drop sealed tender from 11 AM on 24.04.2021 up to 3 PM on 30.04.2021 (excluding holidays). Tender should be given in sealed cover mentioning “**setting up of a Police Kiosk cum Security Guard Room at the residence of the Commissioner at New Town Kolkata**” and dropped into the earmarked box to be kept at 2<sup>nd</sup> floor of the office of West Bengal State Election Commission, 18, Sarojini Naidu Sarani (Rawdon Street), Kolkata – 700 017.
2. The work is to be carried out **at the residence of the Commissioner at New Town Kolkata**. Intending bidders are advised to visit the site to assess the quantum of work and satisfy themselves about the site conditions, risk, contingencies and other circumstances, which may influence their working, before submitting their bids.
3. The time allowed for carrying out the complete work is 30 days (time bound) from the date of issue of work order.
4. Opening of Bid will be on 30.04.2021 at 04:00 P.M.
5. This Commission shall not bear any responsibility if the bid is submitted at any other place and the same does not reach the address by due date and time.
6. Only the lowest rate bidder along with quality / standard of goods as mentioned above will be taken into consideration for awarding contract.
7. The Commission reserves the right to accept or reject all or any of the quotations without assigning any reason.
8. The Commission reserves the right of accepting the whole or any part of the bid.

The intending bidder shall enclose along with the tender, the following documents, otherwise the Tender will be stand cancelled.

1. Photocopy of PAN Card
2. Trade License
3. GST Registration if any
4. Working experience or credential from Govt. offices/ organisations will get preference.
5. Bank Details for payment
6. IT return for AY-2019-20

  
23/4/2021

Secretary  
West Bengal State Election Commission