

112477/2020/O/o RD KOLKATA

# समुद्री उत्पाद निर्यात विकास प्राधिकरण (वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)

क्षेत्रीय प्रभाग, कोलकाता  
५वी मंजिल, टी बोर्ड बिल्डिंग, १४, बी.टी.एम. सरानी, (ब्रेबोर्न रोड), कोलकाता-७०० ००१

## The Marine Products Export Development Authority

(Ministry of Commerce & Industry, Government of India)  
REGIONAL DIVISION, KOLKATA

5th Floor, Tea Board Building, 14, BTM Sarani (Brabourne Road), Kolkata-700 001



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फैक्स } +91-33-2234-1181  
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ई-मेल } ro.kol@mpeda.gov.in  
E-mail }

संख्या :

No. :

QC/ELISA LAB/HAROA/KOL/2020

दिनांक :

Date :

3 December 2020

Sirs,

**Sub: Labor Quotation for Fabrication & Installation of Aluminium partition works.**

Sealed quotations are invited for "Labor Quotation for Fabrication & Installation of Aluminium partition works" at ELISA LAB, Village Haroa, North 24 Parganas". Interested parties are requested to quote your lowest rate for the above work in the prescribed format. The quotation form is enclosed herewith. The party may visit the site and assess the work to be done on any working day between 10AM to 5PM. The quotation in the sealed envelope should be superscribed as "Labour charge for Aluminium partition works" and should reach the undersigned on or before 3 PM on 28.12.2020.

Deputy Director (RD)  
MPEDA, Kolkata

मुख्यालय : एम पी ई डी ए हाउस, पनंपिल्ली एवन्यू, डाक पेटी सं 4272, कोच्ची 682036, भारत

फोन : 91-484-2311979, फैक्स : 91-484-2313361

Head Office : MPEDA HOUSE, Panampilly Avenue, P. B. No. 4272, Kochi-682036, India

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Website : http://www.mpeda.com

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THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY  
(MINISTRY OF COMMERCE & INDUSTRY, GOVT.OF INDIA)  
REGIONAL DIVISION, KOLKATA, WEST BENGAL.

## (Annexure – A)

SL NO	ITEM/WORK	Quantity	Unit	Rate	Amount
1	Labor charge for Aluminum partition works, Using 2.5" W x 1.5" H, 1.2 mm thick Aluminum sections and partitions using	925	Sq.ft		
	8mm Multi wood, 5mm Glass, Doors, Ventilations, Hinges, Door closers in complete as per the instruction of Site in charge.				
Sub total					
GST					
Grand Total					

Contractor's Name&amp; Address:

Seal &amp; Signature:

Date:



**Instruction to Contractors.**

1. The contractors may visit the site to understand the site conditions before quoting the rate. Arrangements may be made to clean the site on completion of the work. There will be no additional payment for the same. The rate quoted shall be inclusive of all Taxes.
2. The envelope should contain;
  - a. Cover Letter in the Format prescribed in Annexure B
  - b. **Earnest Money Deposit (EMD) of Rs 2,000/-, in the name of The Secretary, MPEDA, Panampilly Nagar** (Payable at Emakulam)
  - c. Quotation for the Bill of Quantities (BOQ) listed in Annexure A
  - d. Signed Copy of This Quotation Notice
3. Quotations that are not submitted complete documents as listed in point no 2 shall be summarily rejected.
4. Quotations should be addressed to The Deputy Director, The Marine Products Export Development Authority, Regional Division, Kolkata, West Bengal, with respective cover details, so as to reach not later than **03:00 PM on 28/12/2020.**
5. No quotations will be entertained after **03:00 PM on 28/12/2020** under any circumstances, whatsoever.
6. MPEDA reserves the right to reject any or all applications without assigning any reasons thereof. Mere submission of an application to MPEDA does not entitle an applicant to any benefits/ rights/ preference. Canvassing in any form is prohibited and will lead to disqualification.
7. The applicant shall keep all the information relating to the work or any other aspect of MPEDA's business that comes into his possession as a result of or in connection with this work as confidential.
8. In case of any discrepancies/ dispute in the performance of any legal agreement regarding the construction/validity /breach/ questions shall be dealt within the jurisdiction of offices/court in Emakulam.
9. MPEDA shall be the sole and exclusive owner of the installations after successful commissioning and the contractor or anybody representing him shall not have any claim whatsoever on the works after commissioning.
10. The contractor shall indemnify MPEDA against any loss/ claim that may occur to MPEDA, or against MPEDA whatsoever in respect of the workers employed by the contractor for construction.
11. Any statutory payments/remittances like EPF contribution in respect of the workers shall be the sole responsibility of the contractor.
12. The applicant or the authorized signatory shall sign all the pages of the Quotation notice and the supporting documents as acceptance to have read and understood the EOI.



**Annexure B****COVERING LETTER**

Sl. No.	Description	Details
1.	Name of the bidder	
2.	Address — Office  (With Name of the contact person and telephone & fax numbers and email address)	
3.	Local sales tax Registration No., PAN, TAN, and VAT No. or GST no. (As applicable)	
4.	EMD details (Bank Guarantee/DD No, Bank's branch etc)	
5.	Banker and their address, A/c No. with RTGS/NEFT details.	

I/We hereby declare that I/We have read and understood the above notice for Quotation invited by MPEDA for Labor charge for Aluminum partition works, I/We are competent to undertake the works to the complete satisfaction of the MPEDA and I/We have the enough experience and resources to complete the work within the prescribed timelines as per the expected quality. The information provided in the **Annexure A** attached with this quotation is true to the best of my/our knowledge.

Signature of the Applicant/Authorized Signatory Name:

Date: