



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE DEPUTY DIRECTOR OF HORTICULTURE  
DISTRICT HORTICULTURE OFFICE, DEPT. OF F. P. I. & HORTICULTURE  
NORTH 24 PARGANAS ZILLA PARISHAD BHAWAN, BARASAT

Phone : 033-25843128

E-mail ID : dho24pgn@gmail.com

Memo No.: 426/DHO/Bst.

Date: 23/09/2019

**Quotation Notice: NIQ No. 03/Sept/DDH/N24Pgs/19-20 Dated – 23/09/2019**

Sealed Quotation offering rates are invited from the interested bona-fide firms/ Agencies having experiences in doing such work for supplying of materials, preparation of beds for growing different types of flowers, preparation of media etc and bed for growing Orchids and Anthurium with galvanized iron as per specification and layout under poly-green house in the Bungalow premises of the District Magistrate, North 24 Parganas including all other accessories for proper implementation of the project and having work experience(s) for the above said purpose. The envelope should be super scribed with "NIQ No. 03/Sep/DDH/N24Pgs/19-20". The rate should include the total cost of work as per specification mentioned in the Quotation Form including all types of taxes, loading, unloading, carrying of materials and preparation of media etc. The Quotation form may be obtained from this office and district administrative website (www.north24parganas.gov.in) after publication of this notice and properly filled up quotation may be submitted to this office till 11.30 am of 30.09.19 on any working day, starting from 11.00 am of 23.09.2019.

**Terms & Conditions:**

1. The intended quotationer should fill up the prescribed quotation form as given herewith in ANNEXURE-I/ FORM with all other supporting documents.
2. The estimated cost of proposed work should be within Rs. **50,976/- (Rupees Fifty thousand Nine hundred & Seventy Six)** only with Materials, Media etc including all accessories for proper implementation of the project, labour, delivery, loading, unloading, planting, supervision etc and complete establishment charges including GST and other taxes.
3. The materials of each item should be of standard quality with proper certification.
4. Preference will be given to the firm/agency having work experience for the same regarding orchids etc.
5. Preference will be given to the firm/agency having work experience in Govt. Department/Autonomous Body for the same.
6. If necessary the Office may modify or change any part of the project on technical point of view.
7. The selected firm/ agency should have PAN, IT Returns of last 3 (three) years, Trade License, GST registration and other supporting documents in similar type of works.
8. All the relevant documents like PAN, IT Returns of last three years, Trade License, GST registration and other supporting documents must be submitted along with the properly filled up quotation form.
9. The work should be completed within 10 (ten) days from issuing date of Work Order as per layout (enclosed).
10. The undersigned have all the rights to inspect the work-site and supply point any time during the execution of the project/ work.
11. An Earnest money of Rs. 1,100/- (Rupees One Thousand One Hundred) only in A/c payee demand draft in favour of "Deputy Director of Horticulture, North 24 Parganas" should be submitted along with the quotation paper inside the envelope.
12. Bill may be raised in favour of the Project Director, ATMA, North 24 Parganas through the Deputy Director of Horticulture, North 24 Parganas and to be submitted only after satisfactory completion of the proposed work as per specification.
13. A security deposit @8% of the total value will be retained with the Office up to defect liability period i.e. at least for two months from the date of completion of work with proper establishment of plants.
14. The sealed envelope may be dropped in the Tender Box at the O/o the Deputy Director of Horticulture, District Horticulture Office, North 24 Parganas Zilla Parishad (Ground floor), Barasat, North 24 Parganas on any working day between 11.00 am to 3.00 pm from 23.09.2019 to 27.09.2019 and up to 11.30 am on 30.09.2019.
15. The quotations will be opened at 12.30 pm on 30.09.2019. The quotationer or his/her representatives may remain present at the time of opening of quotation.
16. The Authority has all the rights to accept/reject any quotation paper in spite of lowest rate or other grounds without showing any reason.

**Enclosed: As stated (Annexure-I/FORM and Layout)**


  
Deputy Director of Horticulture  
North 24 Parganas, Barasat



Copy forwarded for information and taking necessary action to the:

1. Director of Horticulture (Tech.), Dept. of F.P.I. & Horticulture, Benfish Tower, GN-31, Kol-91.
2. Karmadhyaksha, KSOS Sthayee Samity, North 24 Parganas Zilla Parishad.
3. Deputy Director of Agriculture (Admn.), North 24 Parganas.
4. Deputy Director of Agriculture (WBP)/Project Director, ATMA & member of Tender/Quotation Committee.
5. Nazarat Deputy Collector, Office of the District Magistrate, North 24 Parganas, Barasat.
6. S. Bhattacharjee, A.D.H., at District Horticulture Office & member of Tender/Quotation Committee.
7. Dr. S. Nath, A.D.H., at District Horticulture Office & member of Tender/Quotation Committee.
8. Superintendent of Police, North 24 Parganas.
9. District Informatics Officer, NIC, North 24 Parganas with a request to upload this quotation notice along with documents in district website.
10. District Information & Cultural Officer, North 24 Parganas.
11. Secretary, North 24 Parganas Zilla Parishad.
12. Deputy Registrar of Co-operatives Societies, North 24 Parganas.
13. Station Manager, Barasat Railway Station.
14. Post Master, Head Post Office, Barasat.
15. Officer-in-Charge, Barasat Police Station.
16. C.A. to the Sabhadhipati, North 24 Parganas Zilla Parishad.
17. C.A. to the District Magistrate, North 24 Parganas, Barasat.
18. C.A. to the Addl. District Magistrate (Dev.) & A.E.O., North 24 Parganas Zilla Parishad, Barasat for his kind appraisal.
19. Office file.

**Sl. No. 4, 6 & 7 are requested to attend during the opening of quotations as well as selection of suitable/eligible quotationer on 30.09.2019 at 12.30 pm.**

  
**Deputy Director of Horticulture  
North 24 Parganas, Barasat**

## ANNEXURE-I/ FORM

NIQ NO: NIQ No. 03/Sept/DDH/N24Pgs/19-20 Dated – 23/09/2019

Name of the Firm:

Address of the Firm:

PAN NO:

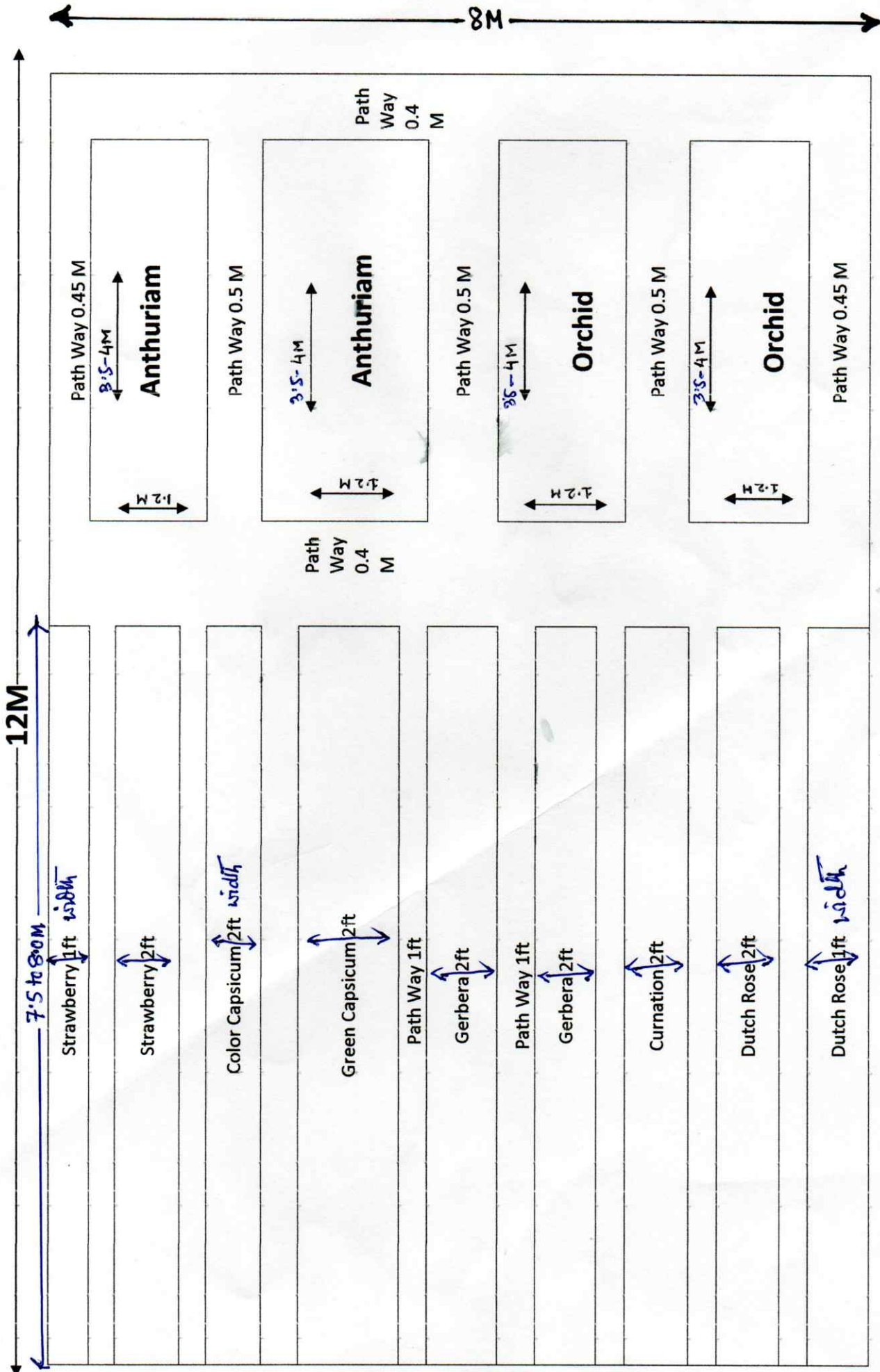
GST NO:

TRADE LICENSE NO:

**Rate for supply of materials for preparation of bed for growing Orchids and Anthurium with galvanized iron structure and another group of beds for growing different types of flowers, preparation of media etc as per specification under poly-green house in an area of 12 m X 8 m :**

Sl. No.	Description of Goods/ Items	Quantity/ Measurement	Unit	Total cost to be given both in figures and words
1.	Orchid bed (1.2m X 4m X 4 nos. including path) with relevant accessories made up of G.I. structure	32	Sq. Mt.	
2.	10 inch Tub (Pot/Container)	50	No.	
3.	Coconut husk (Excluding path)	32	Sq. Mt.	
4.	Bed & Media Preparation (64 Sq.mt. including path etc.)	a) Cow dung	120	Cft
		b) Rice husk	180	Kg
		c) Neem Cake	25	Kg
		d) H <sub>2</sub> O <sub>2</sub>	5	Cft
		e) Vermicompost	60	Kg
		f) Basal dose	180	Kg
		g) Labour Charges	20	Nos.

\_\_\_\_\_  
Signature of the Authorized Signatory of the Firm/ Agency



LAY-OUT of NIQ 03/SEPT/ DDH/ N24 Pgs / 2019-20