

भारत सरकार  
जल शक्ति मंत्रालय  
जल संसाधन, नदी विकास एवं गंगा  
संरक्षण विभाग  
केंद्रीय जल आयोग  
निचली गंगा बेसिन संगठन  
निचली गंगा मंडल-1



Government of India  
Ministry of Jal Shakti  
Department of WR, RD & GR  
Central Water Commission  
Lower Ganga Basin Organization  
Lower Ganga Division-1

No. LGD-I/ CWC/Office Shifting/2020/ 3836-39

दिनांक: 25/11/2020

आधरण आमंत्रण सूचना

**Notice Inviting Quotation for Shifting of Office materials of  
this office from 18A, Arya Kumar Road, Rajendra Nagar, Patna-800016 to  
CWC Office Building at Amarnath Road, Adalatganj, Patna.**

**(Closing date: 1500 hours of 01 December, 2020)**

Single Bid sealed quotation is invited from the Firms/Agencies specialized in packing and moving works for shifting of articles of all sections of this office from **18A, Arya Kumar Road, Rajendra Nagar, Patna-800016 to CWC Building at Amarnath Road, Adalatganj, Patna**. The items to be shifted will be available for inspection between 2:00 P.M. to 5:00 P.M. from **25 to 30 November 2020**. The Firms/Agencies should also furnish a copy of the PAN, Service Tax Registration along with Experience Certificate of at least 01 Years in the relevant field in Government Departments/ PSUs/ Leading Corporate Offices while submitting their quotations.

2. Firm/Agencies are requested to submit the rate quotation for the above mentioned items in a sealed cover super-scribed as "QUOTATION FOR SHIFTING OF OFFICE ITEMS AND OTHER MATERIALS OF LOWER GANGA DIVISION-1, LGBO, CWC, PATNA". It should be complete in all respect and be dropped in the tender box kept at the said office premises by 15.00 Hrs of **01 December, 2020**. The quotations should also indicate the response time and service commitment. The tenderers should have sufficient staff and communication facilities to respond in the shortest possible time.

3. This Office reserves the right to reject any or all quotations without assigning any reasons thereof.

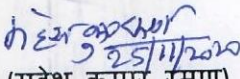
4. The quotations received will be opened in the O/o Executive Engineer, Lower Ganga Division-1, CWC, Patna at 16:30 Hrs. on **30<sup>th</sup> November 2020**. The quotation or his representative may, if they so desire, be present at the time of opening of quotations.

5. The terms & conditions of the contract will be as follows:-

- i. All pages of the NIQ documents should be signed with stamp by the authorized signatory of the firm before submitting, as a token of acceptance of all the terms and conditions mentioned in the NIQ documents.
- ii. The NIQ document should be sealed.
- iii. The firm/agency shall indicate the lump sum rates for the said job. The rates should be filled up nearly (in both figures and in words). Firms are also advised not to erase or mutilate the figures, etc. otherwise the quotation will be ignored. Any overwriting will not be allowed.
- iv. Detailed rates duly signed by the authorized person giving full name, address and contact telephone nos. etc. should be furnished by the stipulated time and date.
- v. The shifting of offices/sections shall include following:-
  - a. Packing of files, T&P items, records, computers, Office Equipment, Almirah, furniture and other materials as available in the respective rooms/ sections at O/o Executive Engineer, Lower Ganga Division-1, CWC, Patna.
  - b. Carrying all the packed articles/material carefully from Ground floor & first floor, loading into the vehicle/Pick up Van and transportation to CWC office Building at Amarnath Road, Adalatganj, Patna



- c. Unloading all the packed articles/material from the vehicle/Pick up Van and carrying to the room at third floors of the CWC Building at Amarnath Road, Adalatganj, Patna, as guided.
- d. Unpacking of the goods and placing in the respective rooms as guided.
- e. Obtaining certificate for proper shifting with list of materials shifted, from concerned Officers / Sections.
- f. Disposal of packing material etc.
- g. The selected Firm/Agency has to use their own good quality packing material, like box, gunny bags, packing tape, ropes, cardboard cartons, thermocol sheets etc.
- vi. The selected contractor should be in a position to complete the work assigned within 15 days of awarding the contract or as per the instruction.
- vii. If any dispute arises between the Firm/Agency and its manpower in the matter of wages or any service conditions, the same will be settled by the Firm/Agency and the workers engaged by it themselves. This office of Executive Engineer, Lower Ganga Division-1, CWC, Patna Office in no case shall be a party to such a dispute.
- viii. Responsibility of taking necessary permission from the traffic police Authority for shifting shall be of the selected Firm/Agency.
- ix. Liability towards damage/theft/loss etc., if any, of goods during shifting or physical injury to any labour in loading/unloading shall rest on the Firm/Agency.
- x. Evaluation of NIQ for deciding L1 Bidder shall be done on the basis of total lowest rates quoted for the items as indicated in Annexure-1.
- xi. The contractor shall submit the bill only after completing the work along with the acknowledgements obtained from the respective sections that the entrusted work has been completed. No payment will be made in advance to the supplier.
- xii. Under normal circumstances, the rate shall be valid for a period of four months from the date of issue of work order.
- xiii. In case of any dispute, the decision of the Executive Engineer, Lower Ganga Division-1, CWC, Patna Office shall be final and binding on both parties.
- xiii. All the Quotationers are requested to read and understand the terms and conditions before sending their quotation.

  
 (महेश कुमार रमण)  
 अधिशासी अभियंता

Copy for information to:

1. The Chief Engineer, LGBO, CWC, Patna for kind information please.
2. The Director, Monitoring Directorate, CWC, Patna
3. The Deputy Director, S M Dte., CWC, New Delhi for uploading the NIQ on CWC Portal.
4. Notice Board of O/o the Chief Engineer, LGBO, CWC, Patna, O/o Director, Monitoring Directorate, CWC, Patna.

18/ए, आर्य कुमार रोड, राजेन्द्रनगर,  
 पटना- 800016  
 दूरभाष/ फैक्स न. 0612-2671541  
 ई मेल:- 1. eelgd1-cwc@gov.in  
 2. mgd4cwcpat@gmail.com



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