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भारत सरकार/GOVERNMENT OF INDIA
 केंद्रीय जल आयोग/CENTRAL WATER COMMISSION
 अधिशासी अभियन्ता कार्यालय/OFFICE OF EXECUTIVE ENGINEER
 मेघना अन्वेषण मंडल/MEGHNA INVESTIGATION DIVISION
 MSHFC Society Ltd Building, 4th Floor, Nongrim Hills, Shillong,
 East Khasi Hills, Meghalaya, Pin-793003

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 Tel: 0364-2521226
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NOTICE INVITING QUOTATION

Sealed quotations are hereby invited by the undersigned on behalf of the President of India for the work of “**Manufacturing, Supply and Fixing of Retro Reflective Sign Boards for H.O. sites under Meghna Investigation Division, CWC, Shillong-793003**”. Interested reputed firms may fill attached sheet and submit in sealed envelope to *O/o The Executive Engineer, Meghna Investigation Division, Central Water Commission, 4th Floor, MSHFSC Ltd. Building, Nongrim Hills, East Khasi Hills, Shillong-793003* by **07.10.2021 (up to 11:00 Hrs)**. Sealed quotation will be opened on same day at **15:00 Hrs** in presence of quotationers or their authorized representative, if any.

Sl. No.	Description and specifications of the item	Quantity
1.	Manufacturing, Supply and Fixing of Retro Reflective Sign Boards for 07 nos. of H.O. sites (as mentioned in Annexure-II) under Meghna Investigation Division, CWC, Shillong-793003	Details as in Annexure-I

Terms & Conditions:

1. Scope of work is to Manufacturing, Supply and Fixing of Retro Reflective Sign Boards for H. O. sites under Meghna Investigation Division, CWC, Shillong-793003.
2. Before quoting the rates for above mentioned work the quotationer/firm are required to visit the office for assessment of above work. Writing matter/CWC Logo etc. may be collect from this office during office hours.
3. Firm should be registered firm having valid GST Number/PAN that needs to be submit with quotation.
4. Quotation must be in prescribed attached format and on firm's letter head only.
5. The rate quoted shall be inclusive of all expenses like material, GST, delivery, transportation, etc. and no extra amount will be paid for any cause.
6. The quotation shall remain valid for the period of 60 days for acceptance.
7. The material must be of standard quality and as per specifications and free from all defects. The material if found defective subsequently or not conforming to the specifications as stated above, have to be replaced by the firm without any additional charges.
8. Firm/Contractor will first get the sample printed specimen of each item (as mentioned in Annexure-I) checked by the buyer and shall proceed with delivery & installation after the

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complete satisfaction and approval of the buyer. Firm/Contractor should clearly work as per detailed layout design, font size, style, colour, alignment, spacing, etc.

9. The quantity of items as given in Annexure-I, may be increased or decreased at the time of work order without assigning any reason thereof.
10. The proof reading/checking will be done by the contractor/firm himself with a view to ensure 100% error free work. However, the final proof will be given for approval to buyer. After getting such a proof for approval, if the buyer finds that the service provider has not done proof checking properly so as to ensure error/deficiency free work, the service provider will be penalised to an extent and manner as deemed fit by the buyer.
11. The online payment will be made after necessary deduction taxes/penalty if any through PFMS, on the production of the bill in triplicate after satisfactory completion of work in all respect and as per specification. Agency may please produce Bank account details Mandate form along with the bill.
12. All rules regarding TDS as per norms shall be applicable.
13. The material should be supplied within 60 days from the date of receipt of the supply order for the successful firm to be satisfaction of the undersigned or the authorised representative of this office. No time extension will be granted for any reason except the reason of natural calamity.
14. The time specified for delivery or completion of order shall be strictly adhered to and time in this respect shall be deemed to be the essence of the contract. For reasons other than those beyond contractor/firm control and/or if the quality of finished item is not as per specification agreed to or if the time schedule is not adhered to and the job is delayed during proofing, printing or dispatching inter alia, the buyer shall be entitled to exercise following options:
 - to cancel the order without any financial repercussions on the part of the buyer towards any expense incurred by the contractor/firm in connection with the printing of the material/reports and/or
 - buyer may choose to get the same service from any other agency and the cost & expenditure incurred therein shall be recoverable from the contractor/firm.
15. The quotation in full should reach the **“O/o the Executive Engineer, Meghna Investigation Division, CWC, Nongrim hills, Shilong-793003”** at **11:00 hrs on or before 07.10.2021** and will be opened on the same day at **15:00 hrs** in the presence of the representative of the firms who wish to be present at the time of opening.
16. The rate should be quoted both in words and in figures. Corrections/ overwriting in the quotation, if any, shall be made by initialing, dating and re-writing.
17. The undersigned reserves the right to reject any or all the quotations without assigning any reason thereof.
18. In case of any dispute, the decision of Executive Engineer, Meghna Investigation Division, CWC, Shillong-793003, shall be final and binding to all concerned.

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19. The rates are to be quoted F.O.R. at the office of the Executive Engineer, Meghna Investigation Division, CWC, Nongrim hills, Shillong packing forwarding, freight, insurance etc. No other incidental charges whatsoever will be paid to the contractor.
20. The undersigned does not bind himself to accept the lowest quotation and reserve the right to accept or reject any or all the quotations without assigning any reason thereof.

**Executive Engineer
MID, CWC, Shillong**

Copy to:

1. The Superintending Engineer, Meghna Circle, CWC, Silchar.
2. The Accounts Branch, MID, CWC, Shillong.
3. Notice board of O/o The Executive Engineer, MID, CWC, Shillong.
4. Details of this NIQ is also available on CPP/CWC Portal.

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Annexure-I

Schedule of Quantity

Name of Work: Manufacturing, Supply and Fixing of Retro Reflective Boards for 07 nos. of H. O. sites under MID, CWC, Shillong:

Sl. No.	Description of Work	Quantity	Unit	Rate (in ₹)	Amount (in ₹)	Amount in words
1	Manufacturing, supply and fixing of retro reflective SITE NAME BOARD (4 x 2 feet) with steel stand (height = 8.20 ft) including pasting, printing and delivery (01 no. of board per site).	07	No.			
2	Manufacturing, supply and fixing of retro reflective SITE SALIENT FEATURE BOARD (2 x 4 feet) with wall hanging hooks including pasting, printing and delivery (01 no. of board per site).	07	No.			
3	Manufacturing, supply and fixing of retro reflective SITE DIRECTION BOARD (2.5 x 1.5 feet) with steel stand (height = 8.20 ft) including pasting (both side), printing and delivery (02 nos. of board per site).	14	No.			
4	Manufacturing, supply and fixing of retro reflective SITE DIRECTION ARROW (1.50 x 0.75 feet, 0.625 feet hypotenuse) with steel stand (height = 8.20 ft) including pasting (both side), printing and delivery(02 nos. of board per site).	14	No.			
Total including all charges (GST, transportation, etc.)						

(Rupees- - - - - only

Note: Above mentioned size and quantity are indicative only and quantity & size may be changed at the time of Supply cum work order without assigning any reason thereof. Payment will be done based on actual measurement of work.

GST No of the agency:

Pan No .of the agency:

(Signature of agency with seal)

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Annexure-II

Sl. No.	Name of Site	River	State	District
1.	Shella	Umiew	Meghalaya	East Khasi Hills
2.	Therriaghat	Umsohryngkew	Meghalaya	East Khasi Hills
3.	Sibbari	Dareng	Meghalaya	South Garo Hills
4.	Dimapara	Bugi	Meghalaya	South Garo Hills
5.	Baghmara	Simsang	Meghalaya	South Garo Hills
6.	Umkiang	Umkiang	Meghalaya	East Jaintia Hills
7.	Sonapur	Lubha	Meghalaya	East Jaintia Hills