

Office of the  
**Murshidabad Zilla Parishad**

Panchanantala :Berhampore : Murshidabad

[aeomsd@gmail.com](mailto:aeomsd@gmail.com)

Memo No.390/ZP

Dated: 27/01/2026

**NOTICE INVITING TENDER NO.110/2025-26**

On behalf of the Executive Officer, Murshidabad Zilla Parishad, the Addl. Executive Officer, Murshidabad Zilla Parishad invites off-line **percentage rate** tender in **TWO BID SYSTEM** for the works given below from reliable, resourceful, bona-fide and experienced firms / companies / contractors / Engineering Co-operatives having requisite financial capability and sufficient relevant work experience. The details are given below:

Sl. No	Name of the work	Class of Contractors	Estimated Cost (Rs.)	Earnest Money (Rs.)	Contract period (days)
(1)	(2)	(3)	(4)	(5)	(6)
1	Yearly Maintenance of Electrification works including Water Geysers (14 nos) Murshidabad Bhawan, New Town, Kolkata [Msd. Bhawan Own Fund]	Bonafide Outsiders	92,083/-	1842/-	1 Year
2	Yearly Maintenance of Air Conditioner's (Split Type) Installed at Murshidabad Bhawan, New Town, Kolkata, (23 Units) [Msd. Bhawan Own Fund]	Bonafide Outsiders	53,583/-	1072/-	1 Year
3	Maintenance of Air Conditioner's Copper Pipe, PCB & Compressor at Murshidabad Bhawan, New Town, Kolkata, [Msd. Bhawan Own Fund]	Bonafide Outsiders	56,284/-	1126/-	1 Year

**SCHEDULE OF IMPORTANT DATES**

PARTICULAR	DATE & TIME
Date of issue of NIT	27/01/2026 at 1.00 pm
Bid submission start Date & Time	27/01/2026 at 1.00 pm
Last date & time of submission of Technical Bid and Financial Bid.	09/02/2026 at 2.00 pm
Date & Time of opening of Technical Bid in the Office of the Executive Officer, Murshidabad Zilla Parishad	09/02/2026 at 3.00 pm

Bid Inviting Authority	Addl. Executive Officer, Murshidabad Zilla Parishad
<b><u>TECHNICAL BID</u></b> Eligibility Criteria for Qualification of the bidders in the Technical Bid: <b>Credential should be similar nature of work.</b> <b>Credential Certificate in the form of completion certificate issued by any Government organization.</b>	<b><u>A. The following documents should be submitted with the Tender</u></b> 1. The, GST registration Certificate, Valid Trade License & Pan Card should be submitted (Photo Copy) with the Quotation documents. 2. Necessary documents in support of credential [similar nature], must be submitted along with the Quotation documents. 3. Preference will be given who have Experience on any Government organization on similar nature of works Copy of EMD & Cost of Tender Paper deposit challans.
Earnest Money Deposit :	Required Earnest Money as shown in the column below should be deposited in IDBI Bank Account No. 0257104000108225, IFS CODE – IBKL0000257 in favour of MZP Tender A/C. through RTGS/NEFT/CBS

Bid Document	Intending Tenderer may collect rate schedule and BIF from the Murshidabad Zilla Parishad on & from 27/01/2026 to 09/02/2026. (2.00 pm )
Technical Bid Evaluation	The technical bid will be evaluated by the tender evaluation committee, chaired by Addl. Executive Officer, Zilla Parishad. Original documents will have to be produced by the bidders as and when asked by the undersigned. Only the technically qualified bidders can advance for Financial bid.
Date and time of opening of Financial Bid submitted off line of only the technically qualified bidders	<b><u>After evaluation of technical bid.</u></b>
Financial Bid	Percentage Rate shall be quoted in the Financial Bid.
Validity of Bid	180 days
Important Instructions	<ul style="list-style-type: none"> <li>• Names of the technically qualified bidders as per the bid criteria after verification with original [in case of doubt and complaint] &amp; evaluation will be displayed in the Notice Board by the tender evaluation committee.</li> <li>• The financial bid documents of the technically qualified bidders will only be opened.</li> <li>• If the services of the agency are not found satisfactory, Murshidabad Zilla Parishad reserves the right to terminate the Contract at in case of deficiency or negligence in service</li> <li>• Murshidabad Zilla Parishad authority generally reserves the right to cancel the tender, or bid at any stage before the finalization of contract without assigning any reason.</li> <li>• All duties, taxes, royalties, cess, including 1% cess under W.B. Building and other Construction Workers (Regulation of Employments &amp; Condition of Service) Act, 1996], toll, taxes and other levies payable by the Contractor under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder.</li> <li>• The intending bidders are requested to inspect the work site before quoting their rates.</li> <li>• If the quoted rate of lowest bidder [L1] will be more than 20% of Tender amount, 10% of Awarded cost should be deposited by the bidder as Addl. Security Deposit by Bank Draft in favour of Addl. Executive Officer, Murshidabad Zilla Parishad, payable at Berhampore, Murshidabad.</li> </ul>

### **GENERAL TERMS AND CONDITIONS**

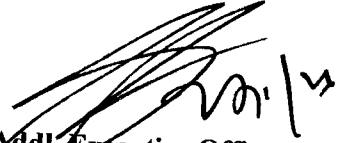
1. Intending consultants/firms shall have to quote their rate in figure & words of the work.
2. The rate quoted shall be valid for **one year** from the date of issuance of work order.
3. It is mandatory to solve all the relevant maintenance work on emergency basis.
4. It is mandatory to provide the service two times in monthly basis and or whenever it is required.
5. The bill shall be raised by the agency on **quarterly** basis.
6. The maintenance period will be counted from the date of issuance of work order.
7. The maintenance work including replacement of spare parts within the scope of vetted schedule of work
8. **Agreement:** Model agreement document shall be prepared by the bidder in consultation with the competent authority. The agreement will be signed only if the competent Authority has given the consent. The LOI and bid document shall become part of the agreement.
9. **Withdrawal of bid:** None of the bidder shall be allowed to withdraw the bid once submitted. If any bidder attempts to withdraw bid at any stage of the bidding process or decides to withdraw after issuance of work order, then the EMD shall be forfeited and process shall be initiated for either black listing the bidder or prohibiting participation in any tenders of Zilla Parishad for a period of one year.
10. Negotiation with L2 bidder is prohibited.
11. Cancellation of any tender due to unavoidable circumstance will lead to a fresh tender which will be treated as 1<sup>st</sup> call only.

**Memo No. 390/2(14)/ZP**

**Dated: 27/01/2026**

**Copy of NIT No.110/2025-26 forwarded for information to the:-**

1. Sabhadhipati, Murshidabad Zilla Parishad.
2. Sahakari Sabhadhipati Murshidabad Zilla Parishad.
4. Mentor, Murshidabad Zilla Parishad
5. Co-Mentor, Murshidabad Zilla Parishad
- 6-14. All Karmadhakshyas, Murshidabad Zilla Parishad.


  
**Addl. Executive Officer,  
Murshidabad Zilla Parishad**

**Memo No. 390 /3(10)/ZP**

**Dated: 27/01/2026**

**Copy of NIT No. 110/2025-26 forwarded for information to the:-**

1. District Magistrate, Murshidabad.
2. District Engineer, Murshidabad Zilla Parishad
3. The Computer Assistant, Msd. Zilla Parishad with a request to upload & publish the Tender Documents in the Website (<http://murshidabadzp.in>) of WB Govt. at 6.00 PM of 27/01/2026
4. Office Notice Board, Murshidabad Zilla Parishad

  
**Addl. Executive Officer  
Murshidabad Zilla Parishad**