**SURAT MUNICIPAL CORPORATION**  
**CENTRAL ZONE**  
**QUOTATION / CONSENT FORM**

<table>
<thead>
<tr>
<th>QUOTATION NO.</th>
<th>DATE : 03/10/2023</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME OF WORK</td>
<td>Service &amp; Maintenance of Cast Iron Decorative Curved and crafted pole with GPS Clock, 4 Arm Bracket and lamp post at Golwala Circle in Central Zone for 2 year.</td>
</tr>
<tr>
<td>Validity Period</td>
<td>120 Days</td>
</tr>
<tr>
<td>Agency Category</td>
<td>Experience</td>
</tr>
<tr>
<td>Required Documents</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>GST Registration</td>
</tr>
<tr>
<td>ISSUING AUTHORITY</td>
<td>Executive Engineer, Central Zone, Surat.</td>
</tr>
<tr>
<td>ISSUING OFFICE</td>
<td>New Admin Building, Central Zone, Mugalisarai, Surat - 395003</td>
</tr>
<tr>
<td>INVITING AUTHORITY</td>
<td>Executive Engineer, Central Zone, Surat.</td>
</tr>
<tr>
<td>Submission Date</td>
<td>TILL : 21/10/2023 UP TO 18:00 P.M.</td>
</tr>
<tr>
<td>SUBMITTED To</td>
<td>EXECUTIVE ENGINEER, (North) NEW ADMIN BUILDING, CENTRAL ZONE, MUGALISARAI, SURAT - 395003.</td>
</tr>
</tbody>
</table>

**GST CLAUSE FOR CONSTRUCTION/ ERECTION/ COMMISSIONING/ INSTALLATION/ REPAIRS/ MAINTENANCE/ RENOVATION/ FABRICATION OF STRUCTURE INCLUDING BUILDING (MEANS ALL WORKS CONTRACT/ TURN KEY PROJECT/ SUPPLY OF MATERIAL/ GOODS)**

GST (Goods and service tax has come in existance from 1st July, 2017. Contractor/ Successful Bidder is bound to pay any amount of GST prescribed by the govt. of India as per the terms of contract agreed upon during the course of execution of this contract.

During the course of execution of contract, if there is any change in rate if GST (Goods and Service Tax) by the Government, the same shall be reimbursed/ recovered separately by SMC. subject to the submission of original receipt/proof for the amounts actually remitted by the contractor/ successful Bidderer to the competent Authority along with a certificate from Chartered Accountant of contractor/ successful Bidderer certifying that the amount of GST paid to the government and the same shall be intimated/ submitted/ claimed within 30 (Thirty) days from the date of payment. Remittance of GST within stipulated period shall be the sole responsibility of the successful contractor/ Bidder, failing which SMC may recover the amount due, from any other payable dues with SMC and decision of Municipal Commissioner shall be final and binding on the contractor/ successful Bidder in this regard. Further, the non-payment of GST to the government may lead to the termination of contract.

If imposition of any other new taxes/ Duties/ levies/ Cess or any other incidentals etc. or any increase in the existing taxes/ Duties/ Levies/ Cess or any other incidentals etc. (Excluding GST) are imposed during the course of the contract, the same shall be borne by the successful contractor/Biderer only; in no case SMC shall be liable for the same.

**SIGNATURE OF ISSUING AUTHORITY**

S/D  
EXECUTIVE ENGINEER (North)  
CENTRAL ZONE  
SURAT MUNICIPAL CORPORATION
Subject: - Service & Maintenance of Cast Iron Decorative Curved and crafted pole with GPS Clock, 4 Arm Bracket and lamp post at Golwala Circle in Central Zone for 2 year.

Dear Sir,

Surat Municipal Corporation Central Zone is inviting quotation for Service Maintenance of 6 Mtr. Height Cast Iron Decorative Curved and crafted pole with GPS Clock, 4 Arm Bracket and lamp post at Golwala Circle in Central Zone for 2 year. as mentioned Terms & Condition.

Therefore you are requested to send your offer in given format to “Executive Engineer, (North) Central Zone, Surat Municipal Corporation, Surat” in a sealed cover, with mentioned subject & last date of receiving. So as to reach in the office of under signed on or before Dt : 21/10/2023 UP TO 18:00 P.M.

Please note that the sealed cover shall be super scribed with the name of Quatation for Service Maintenance of Cast Iron Decorative Curved and crafted pole with GPS Clock, 4 Arm Bracket and lamp post at Golwala Circle in Central Zone for 2 year.

The terms & conditions for this offer are as follow, failing which the quotation shall be rejected out rightly.

S/D

Executive Engineer
Central Zone
Surat Municipal Corporation

Encl: - (1). Terms & Condition
(2). Offer Schedule
### Terms/ Conditions of Quotation

<table>
<thead>
<tr>
<th>*</th>
<th>All Taxes (Except GST)/ Duties, Transportation, levies, duties, transportation and labour charges etc. : -</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Included (Hydraulic platform/any other such type arrangement cost must be included)</td>
</tr>
<tr>
<td>*</td>
<td>Validity of Quotation : -</td>
</tr>
<tr>
<td></td>
<td>120 Days</td>
</tr>
<tr>
<td>*</td>
<td>Payment condition : -</td>
</tr>
<tr>
<td></td>
<td>Payment shall be made as per SMC terms &amp; conditions.</td>
</tr>
<tr>
<td>*</td>
<td>Note :-</td>
</tr>
<tr>
<td></td>
<td>1. The work must be carried out to the satisfaction of the Engineer in charge.</td>
</tr>
<tr>
<td></td>
<td>2. The successful Contractor shall also be required to enter into contract agreement along with undertaking and local surety on Gujarat Stamp Paper purchased from Surat worth Rs. 300.00 for Each (To be brought by the contractor) on getting the order.</td>
</tr>
</tbody>
</table>

### SCOPE OF WORK

- Hydraulic platform/any other such type arrangement including required all tools takles should be in contractor scope.
- Maintenance and repairing work includes General breakdown and 4 Visit per year for Routine Maintenance. I.E. Routine Maintenance must be carried out at every 3 Month.
- Breakdown Maintenance must be attended within SEVEN (7) working Days after intimation from this office. Otherwise penalty @ Rs.500.00 per day of delay shall be levied.
- Report for Routine and Breakdown Maintenance must be submitted to this office along with photographs.
- The routine Maintainence include checking working condition of Cast Iron Decorative Curved and crafted pole with GPS Clock, 4 Arm Bracket and lamp, Battery condition, all internal-external wiring repairing/termination, Checking of earthing healthiness, doors operation or as per condition.
- If any other matrials if required must be supplied at the Rate of manufacturer company offer/price without Labour charges. Separate Work order will be given for this Extra Items if required.
- The contractor shall be responsible for safety on site during the works. All the necessary personal protective safety equipments, material for the staff shall be bought by the contractor
- The Corporation will not be responsible for any accident/injury to the staff of the contractor. Further the Corporation will not provide any insurance or medical facility to the staff of contractor. It is contractor’s responsibility to take insurance of his employees, medical facility work compensation etc. as per workman compensation act and all other relevant laws.
- The service contract will be for 02(Two) years.
- SMC may terminate the contract at any point of time during contract period if it is not required.
(1) Penalty Criteria:

Contractor is expected to perform in the best engineering practice manner such that user department feel satisfaction of the services obtained. However in case of failure of such thing shall be lead to attraction of penalty. Following cause/incidence shall attract penalty:

- The work must be completed in all respect within stipulated time period as mentioned earlier (TIME REQUIRED FOR COMPLETION), failing which penalty @ 0.2 % of order value of unexecuted portion per day of delay subject to maximum 10 % of order value shall be charged and shall be deducted from the bill or any outstanding payment. Also, if contractor fails to execute the work than action against contractor will be taken as per decision of competent authority of SMC and that should bind to contractor.
- If breakdown call not attended within 7 Days from intimation, a **penalty of Rs.500/- per day shall be levied.**
- If routine maintenance of all the machines is not carried out as per schedule, then smc shall carry out the work at risk & cost of contractor, and expense incurred for completing. The work plus penalty of Rs.2000/- shall be levied for a bill period.

(2) TIME LIMIT / WORK COMPLETION PERIOD

- The contractor shall have an experience in similar works i.e Electrical/Electronic/Instrument system maintenance work.
- Time limit for the AMC will be 2 years from the date of work order issue.

(3) PRICES AND PAYMENTS:

- All rates should be quoted excluding GST in separate sealed cover.
- Supply Installation and include all costs due to labour, supervisions, transportation, and loading unloading watch and ward etc. excluding GST. No claim for additional payment beyond the prices quoted will be entertained and the tenderer will not be entitled subsequently to make any claim on any ground.
- The tenderer must understand clearly that the prices quoted are for the total works i.e. annual maintenance and include all costs due to labour, supervisions, transportation, loading unloading watch and ward etc. excluding GST. No claim for additional payment beyond the prices quoted will be entertained and the tenderer will not be entitled subsequently to make any claim on any ground.

(4) SECURITY DEPOSIT/AGREEMENT/STAMP DUTY:

- The successful Contractor shall be required to deposit an amount equal to 2% of the total order value as Security Deposit in Municipal Treasury in Cash/ by Demand Draft within 10 (Fifteen) days of order failing which penalty @ 0.065% of the Security Amount per day of delay shall be charged.
- The successful contractor shall also be required to enter into contract agreement along with undertaking and local surety on Gujarat Stamp Paper purchased from Surat worth Rs.900.00 (i.e. 300.00 + 300.00 + 300.00 for each) (to be brought from Surat by the contractor) on getting the order. However, the stamp duty at prevailing rate shall be applicable if revised by Government.
(5) TERMS OF PAYMENTS: -

- No payment shall be made in advance.
- Running bill will be paid quarterly.
- Retention money 7% will be deducted from each running bill. It shall be released in final bill.
- Final bill shall be released after completion of contract period.

(6) Other Terms and Conditions:

- Visit the site before quoting these rates. Quantity may be very as per site condition.
- After bidding process, any deviation in quoted rate, terms and condition shall not be entertained later.
- Corporation reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
- Corporation will not issue any ‘C’ or ‘D’ form.
- The rates quoted shall remain in force for full period of contract.
- Rates must be filled in this quotation paper only and returned duly sealed & signed.
- Smc will not pay any transportation charges and also not provide any type of assistance which carrying out above mention work.
- Site visit should be done and necessary technical specification/information should be collected before quoting the rates. No dispute at later date shall be entertained. The bidder can do site visit from 10.30 to 18.10 hrs. During working days.
- The offer shall be reached in sealed cover to “executive engineer (north) central zone, surat municipal corporation, new admin building, mugalsarai, surat – 395 003”.
- Smc reserves its right to accept or reject any quotation without giving any reason, SMC reserves it’s right to reject lowest bidder.
- The contractor shall comply with the provisions of the contract and with due care and diligence execute and maintain the works and provide all labour and materials and tools for maintenance works.
- If, the corporation considers that the performance of the contractor is unsatisfactory or, not up to the expected standard, the corporation shall, notify the contractor in writing and specify in detail the cause of dissatisfaction. The corporation shall have the option to terminate this contract if, the contractor fails to comply with requisition contained in the said written notice issued by the corporation to the contractor within 15(Fifteen) days of the receipt thereof. Competent authority may decide, in case of unsatisfactory performance, to terminate this contract and to black list & to disallow this contractor in future tendering in smc forfeiting the security deposit furnished towards the performance guarantee.
- Notwithstanding anything contained herein, the corporation may, it’s sole discretion terminate this contract by giving to the contractor 90(ninety) day’s written notice to that effect without assigning any reason whatsoever. Also if contractor wants to leave contract, he has give minimum three months notice to corporation. However, all decision of commissioner will be final & binding to the contractor.
- All works under the contract shall be executed under the directions and subject to the approval in all respects of the SMC which shall for time to time direct at what point(s) and in what manner the work’s to commence, and carried on.
The name of work i.e. “service & maintenance of cast iron decorative curved and crafted pole with gps cloak, 4 arm bracket and lamp post at golwala circle in central zone for 2 years.” Must be mentioned on the envelope without which quotation is likely to be rejected, which must be noted.

* SIGNATURE & SEAL OF CONTRACTOR *

Address:-

Contact Person Name:-
Contact Person Mobile No.-

Authorised/Proprietor Person Name:-
Authorised/Proprietor Person Mobile No.-
SURAT MUNICIPAL CORPORATION
OFFER SCHEDULE

Name of Work: - Service Maintenance of Cast Iron Decorative Curved and crafted Pole with GPS Clock, 4 Arm Bracket and lamp post at Golwala Circle in C.Z.SMC for 2 year.

Annexure - (A)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Details</th>
<th>Qty.</th>
<th>Unit</th>
<th>Rate /Month</th>
<th>Total Amount in Rs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>All inclusive Operation &amp; Maintenance of Cast Iron Decorative Curved and crafted pole with GPS Clock 4 Arm Bracket and lamp post for two years.</td>
<td>24</td>
<td>Month</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* SIGNATURE & SEAL OF CONTRACTOR *

S/D
Executive Engineer
Central Zone
Surat Municipal Corporation