

# PANSKURA MUNICIPALITY

P.O. – PANSKURA, DIST.–PURBA MEDINIPUR  
PIN: - 721139, WEST BENGAL

TEL-FAX : 03228-252312/252005

e-mail ID – pans\_munici@yahoo.com

Memo No.:-PM/GCM/608/2017/1149

Dated: 26.05.2025

## **NOTICE INVITING e-TENDER**

*NIT No.:* - **PM/EE/NIT-03e/2025-26.**

The Chairperson, Panskura Municipality on behalf of the Municipality, Panskura, invites e-Tender for the work from the eligible Contractors as detailed in the table below. [Collection (downloading) and Submission (uploading) of Tender can be made online through the website <https://wbtender.gov.in> only].

**Illumination & Flood damage repairing of street lights at different ward locations within Panskura Municipality at Panskura, Purba Medinipur, West Bengal**

ANNEXTURE -A						
SLNo	Name of the Work	Estimated Amount(Rs)	Initial Earnest Money (Rs)	Minimum amount of Credential required (Rs)	Period of Completion	Defect Liability Period
1	Illumination of street light with 9 mtr MS Tubular pole with single arm and 120 w LED fixtures at Panskura Station Road from Gorai Sweets Shop to Banglow More along TamlukPanskura Road SH-4 under ward no 8,9 within Panskura Municipality. Illumination of street light with 7.5 mtr MS Tubular pole with single arm and 60 w LED fixtures at mallickvatta dhal (Medinipur Medical Center) to Sultandighimasjidebelajameyamasjib and TamlukPanskura Road to Minalvatta under ward no 17 and 15 within Panskura Municipality. Supply, delivery & replacement of existing luminaries by 45 watt LED luminaries at different places under PanskuraMunicipality.Flood Damage repairing of street light with 7.5 mtr MS Tubular pole with single arm and 90 w LED fixtures from tamluk poll to surar pole , panskurabustand to kha para ,jondra rail bridge to youth corner club and champadali more to garpurusootompurvatta dhal under ward no 7,8,17,14,15 and 18 within Panskura Municipality.	16531247	330625.00	Intending tenderers should produce credentials of a similar nature of completed work of the minimum valuing minimum 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice	60 Days	05 (Five) year

**Table-2: - Date and Time Schedule**

Sl No	Particulars	Date & Time
i)	Date of uploading of NIT and Tender Documents online (Publishing Date)	28-05-2025
ii)	Documents download start date (Online)	29-05-2025 at 11:00 AM.
iii)	Date of Pre-Tender Meeting with the intending Contractors at. Panskura Municipality Water supply office building Zone II meeting hall.	N.A.
iv)	Tender submission starts date (On line)	29-05-2025 at 11:00 AM.

v)	Tender Submission closing (On line)	20-06-2025 at 02:00 PM.
vi)	Tender opening date for Technical Proposals (Online)	23-06-2024 at 2:00PM.
vii)	Date of uploading list for Technically Qualified Contractor (online)	-
viii)	Date and Place for opening of Financial Proposal (Online)	-

**Table-3 :-**

<p><b>Eligibility Criteria &amp; Documents to be produced in support of Credential for tender Part-I (Prequalification Documents):</b></p>	<p>i) Having experience and technical acumen in Executing, Construction &amp; Completion of similar nature of work with a work value not below 40% of the estimated amount put to tender in a single contract during last 5(five) financial years in any Government Department/Board/Semi-Govt./Corporation/Statutory Authority/Undertaking etc (copies of Completion certificate need to be furnished) Work order, price schedule &amp; payment certificate issued by the competent authority shall have to be furnished in support <b>if required</b> during scrutiny of technical Bid.</p> <p>ii) Valid Electrical Supervisory License.</p> <p>ii) Having valid GST registration certificate with <b>up-to-date</b> GST return (GSTR- 3B /1, whichever applicable).</p> <p>iii) Having valid PAN Card and <b>last A-Y (2024-25 and 2023-2024)</b> valid Income tax return. Particulars of ownership/partnership or Board of Directors pertaining to the</p> <p>iv) Organization/Company/Firm.</p> <p>v) Having up to date Trade Permission.</p> <p>vi) Having last financial year (<b>2023-2024 and 2022-2023</b>) <b>balance sheet</b> duly Audited by arecognized Chartered Accountant.</p> <p>vii) Valid Electrical Contractor License.</p> <p>viii) other certificates if any. (Copies of all above mentioned documents shall have to be furnished)</p> <p><b>All documents in original to be produced in due course of time as &amp; when asked by the TIA for verification purpose.</b></p> <p><b>For LED works:</b></p> <p>1. A declaration of warranty of LED light for 5 years shall have to be submitted by the bidder through an <b>affidavit</b>.</p> <p>2. The OEM authorization letter should be including within technical bid and OEM should have service by the bidder.</p> <p>A declaration of O E M for Illumination of Street Light with 7.5 Mtr. long sewage pole with Single arm ((Bajaj/Surya/J. K Pole) and 45 W LED fixtures &amp;120-Watt LED Retrofit Fittings at Different places Under Panskura Municipality for 05 year shall have to submitted by the bidder through Affidavit and Scanned copy to be uploaded as documents. The NIT no and date must be mentioned in the certificate. OEM Authorization / Warranty to be signed either by at least Regional manager or equivalent category Executive.</p>
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<b>Tender documents: -</b>	A full set of Tender documents consists of 2 Parts. These are <b>PART I: -</b> Containing all documents in relation to the name of the Companies/Firms/Contractors applied for and credentials possessed along with all documents as specified in above Eligibility Criteria and its all corrigenda's.
<b>Security</b>	<b>PART II: -</b> Containing the Tender Price / Price Schedule. (BOQ in MS-excel format)

<b>Earnest Money:</b> -	The Earnest Money (2% of estimated amount put to tender), as specified in Table-1 shall be remitted by the Contractor through net banking or NEFT or RTGS ( <b>ICICI payment Gateway</b> ) in respect of tender ID. Every such transfer shall be done on or after the date of published of NI e-T. Any tender without such on-line payment of EM (Except exemption as per G.O.) shall be treated as informal and shall be automatically cancelled. Online transfer of Earnest Money receipt (Scanned copy) shall be uploaded as statutory document.
<b>Payment Authority:</b>	The Chairperson, Panskura Municipality
<b>Engineer in Charge: -</b>	The Sub-Assistant Engineer, Panskura Municipality

	All usual deductions for taxes as applicable i.e., GST, IT, and Labor welfare cess etc. as applicable will be made from the bills time to time. Additional Security Deposit @ 1% (one percent) will be deducted from each and every running bill. The amount of such 3% (three percent) of Security Deposit (Initial 2% EM + additional 1%) will be refunded without any interest only as mentioned below.	
	Defect Liability Period: -	
	a	For work with <b>three months</b> Defect Liability Period:
	)	
	i)	Full security deposit shall be refunded to the contractor on expiry of three months from the actual date of completion of the work.
<b>Security Deposit &amp; other taxes:</b> -(G.O. No-5784-PW/L&A/2M-175/2017 date. 12.09.17)	b	For work with <b>one-year</b> Defect Liability Period:
	)	
	i)	Full security deposit shall be refunded to the contractor on expiry of one year from the actual date of completion of the work.
	c	For work with <b>three years</b> Defect Liability Period:
	)	
	i)	30% of the security deposit shall be refunded to the contractor on expiry of two years from the actual date of completion of the work;
	ii)	The balance 70 % of the security deposit shall be refunded to the contractor on expiry of three years from the actual date of completion of the work;
	d	For work with <b>five years</b> Defect Liability Period:
	)	
	i)	1 <sup>st</sup> 10% of the security deposit shall be refunded to the contractor on expiry of 1 <sup>st</sup> years from the actual date of completion of the work;
ii)	2 <sup>nd</sup> 20% of the security deposit shall be refunded to the contractor on expiry of 2 <sup>nd</sup> years from the actual date of completion of the work;	
iii)	3 <sup>rd</sup> 20 % of the security deposit shall be refunded to the contractor on expiry of 3 <sup>rd</sup> years from the actual date of completion of the work	
iv)	4 <sup>th</sup> 20 % of the security deposit shall be refunded to the contractor on expiry of 4 <sup>th</sup> years from the actual date of completion of the work	
v)	The balance 30 % of the security deposit shall be refunded to the contractor on expiry of 5 <sup>th</sup> years from the actual date of completion of the work;	
<b>Security Deposit &amp; other taxes:</b> -(G.O. No-	<b>Explanation: -</b> The word 'work' means and includes road work, bridge work, building work, sanitary and plumbing work, electrical work and/or any other work contemplated within the scope and ambit of this contract. For	

<p>5784- PW/L&amp;A/2M- 175/2017 date. 12.09.17)</p>	<table border="1"> <tr> <td data-bbox="349 117 423 226">i)</td> <td data-bbox="423 117 1485 226">The work of patch repair or patch maintenance in nature or a combination thereof, the Defect Liability Period of the work shall be three months from the actual date of completion of the work</td> </tr> <tr> <td data-bbox="349 226 423 394">ii)</td> <td data-bbox="423 226 1485 394">Thorough Bituminous Surfacing work with bituminous thickness less than 40 mm, Repair &amp; Rehabilitation of any road / bridge / culvert / building / Sanitary &amp; Plumbing work, the Defect Liability Period of the work shall be one year from the actual date of completion of the work;</td> </tr> <tr> <td data-bbox="349 394 423 682">iii)</td> <td data-bbox="423 394 1485 682">Construction of new building / new bridge / new culvert, Reconstruction of building / bridge / culvert including construction of approach roads for bridge / culvert, Construction of rigid pavement, Reconstruction of rigid pavement, Construction of new flexible pavement covered by mastic work which has been designed for a period of 5 years or more, Widening and strengthening of flexible pavement covered by mastic work which has been designed for a period of 5 years or more, Improvement of riding quality / Strengthening of flexible pavement covered by mastic work which has been designed for a period of 5 years or more, the Defect Liability Period of the work shall be five years from the actual date of completion of the work</td> </tr> </table>	i)	The work of patch repair or patch maintenance in nature or a combination thereof, the Defect Liability Period of the work shall be three months from the actual date of completion of the work	ii)	Thorough Bituminous Surfacing work with bituminous thickness less than 40 mm, Repair & Rehabilitation of any road / bridge / culvert / building / Sanitary & Plumbing work, the Defect Liability Period of the work shall be one year from the actual date of completion of the work;	iii)	Construction of new building / new bridge / new culvert, Reconstruction of building / bridge / culvert including construction of approach roads for bridge / culvert, Construction of rigid pavement, Reconstruction of rigid pavement, Construction of new flexible pavement covered by mastic work which has been designed for a period of 5 years or more, Widening and strengthening of flexible pavement covered by mastic work which has been designed for a period of 5 years or more, Improvement of riding quality / Strengthening of flexible pavement covered by mastic work which has been designed for a period of 5 years or more, the Defect Liability Period of the work shall be five years from the actual date of completion of the work
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	<p><b><u>Additional Performance Security</u></b> @ 10% of the tendered amount in the form of Bank Guarantee from a Scheduled Bank, valid up to the date of completion of work, shall be obtained from the successful bidder, if the accepted bid value is 80% or less than the estimated amount put to tender.</p> <p>If the bidder fails to submit Additional Performance Security within 7 (seven) working days from the date of LoA or the time period as approved by the Tender inviting Authority, his Earnest Money will be forfeited.</p> <p>If the bidder fails to complete the works successfully, the Additional Performance Security along with Security Deposit lying with the Government shall be forfeited at any time during the pendency of contract period as per relevant Clauses of the Contract.</p> <p>Necessary provisions regarding deductions of Security Deposit from the progressive bills of the Contractor as per relevant clauses of the contract will in no way be affected/ altered by this Additional Performance Security.</p>						
<p>Cost of Tender Documents.</p>	<p>The cost of Tender documents as specified in Annexure shall be paid by the successful Contractor only at the time of formal agreement after acceptance of tender</p>						
<p><b>Validity/ Withdrawal/ Acceptance of Tender: -</b></p>	<p>A Tender submitted shall remain valid for a period of 120 calendar days from the date set for opening of tenders. Any extension of this validity period if required will be subject to concurrence of the Tenders.</p> <p>A Tender once submitted shall not be withdrawn within the validity period. If any Contractor withdraws his/their tender(s) within the validity period then Earnest Money as deposited by him/them will be forfeited and even a legal action may be taken by TIA.</p> <p>The TIA will accept the tender. He / She does not bind himself/herself to accept otherwise the lowest tender and reserves to himself/herself the right to reject any or all of the tenders received without assigning any reason thereof.</p>						

**Scope of the works: -** As per BOQ

**Other terms & conditions if any: -**

1. Successful bidder can collect hard copy for respective work from the Municipal office,
2. All taxes will be deducted as per order of Govt. of West Bengal time to time.
3. Successful agency shall have to execute a formal agreement with In the Revised West Bengal Form No-2911 (As per memo no-1005/MA/C-10/Misc-14/2018 dated 11/11/2019) by depositing the cost of tender documents (mentioned in the Table-I) plus cost of tender form, for each individual work by cash at the municipal cash counter within the time period mentioned in the LOA/ work order.
4. Among all the workers engaged with the firm, those who will be working at the site of the said tender must be use safety measures. If any casualty occurs then the total responsibility will go to the contractor's end.
5. The manufacturer of LED Luminaries or their authorized agency only be allowed to participate in the Tender

The LED Luminaries and pole covered under this contract shall come with a warranty period of sixty (60) months from the date of commissioning at the site. A warranty certificate, duly signed by the LED luminaries' and pole manufacturer, must be submitted as a declaration on the manufacturer's official letterhead. Additionally, an affidavit on government stamp paper is required, with a scanned copy to be uploaded as supporting documentation. The NIT no and date must be mentioned in the certificate.

A declaration of O & M for Supply, delivery and fixing of LED Light in Poles Under Panskura Municipality for 05 year shall have to be submitted by the bidder through affidavit and Scanned copy to be uploaded as documents. The NIT no and date must be mentioned in the certificate.

A site visit is mandatory for the bidders to understand the actual site condition and terrain requirement before submission of bid. A letter regarding site visit duly endorsed by the appropriate municipal authority to be attached with the bid.

The OEM authorization and warranty for both LED lights and pole must be signed by the Regional Manager. To prevent duplicity or forged documents in the OEM authorization, bidders are hereby instructed that the OEM should send a separate digital communication (email) to this office at [panskura.amrut2.0.wb@gmail.com](mailto:panskura.amrut2.0.wb@gmail.com). This email must be sent before 48 Hrs from the time of bid submission closing. The authorization must be on the OEM's official letterhead. Additionally, the email must be sent by an individual designated as Regional Manager or above, using their official email ID. This will serve as confirmation documentation.

**Instructions/guidance**

**to the contractors for e-tendering: -**

**1. General Guidance for e-tendering:**

Intending tenderers desirous of participating in the tender are to log on to the website <https://wbtenders.gov.in>. The tender can be searched by typing the First Four Letters in the search engine provided in the website.

**2. Registration of Contractors:**

Tenderers willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) from any authorized Certifying Authority (CA) under CCA, Govt of India. (viz. nCode Solution, Safes crypt, e-Mudhra, TCS, MTNL, IDRBT) DSC is given as a USB e-Token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved CA they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

**3. Eligibility for participation:**

Contractors, Registered Engineers Co-operative Societies, Consortiums and Partnership firms registered with the State Government and contractors of equivalent Grade / Class registered with Central Government / MES / Railways for

execution of civil works are eligible to participate.

#### **4. Collection of Tender Documents:**

Tenders are to be submitted online and intending tenderers are to download the tender documents from the website as stated above, directly with the help of the e-Token provided. This is the only mode of collection of tender documents. Details of submission procedure are given below.

#### **5. Submission of Tenders**

##### **5.1 General process of submission**

Tenders are to be submitted online through the website as stated above. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time for each work, one is Technical Proposal and the other is Financial Proposal. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents of originals in Portable Document Format (PDF) to the portal in the designated locations of Technical Bid. He needs to fill up the rates of items/percentage in the BOQ, downloaded for the work, in the designated Cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender till the bid submission ends. Tenderers should in general upload the latest documents as part of the tender, however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends.

##### **5.2 Addenda/Corrigenda: if published.**

Note: Contractors are to keep track of all the Addendum/Corrigendum issued with a particular NIT till the bid submission ends and in general upload the downloaded copies of the above documents and merge the Addenda/Corrigenda with respective NIT in the NIT folder. , however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends, overriding any other terms/conditions if mentioned anywhere else in the concerned NIT.

**5.3** Completion Certificate(s) submitted by the bidder should indicate the gross value of the 100% completed work only. Completion certificates should clearly contain the Name, Designation, Address and contact no of the Officer issuing the credential.

##### **5.4 Penalty for suppression / distortion of facts**

**If any tenderer fails to produce the original hard copies of the documents (especially Completion Certificates and audited balance sheets), or any other documents on demand of the Tender Evaluation Committee within a specified time frame or if any deviation is detected in the hard copies from the uploaded soft copies or if there is any suppression, the tenderer will be suspended from participating in the tenders on e-Tender platform of the . for a maximum period of 3 (Three) years. In addition, his Earnest Money Deposit will stand forfeited to . may take appropriate legal action against such defaulting tenderer.**

**5.5** If more than one Bidder quoted same rate and which are found lowest at the time of opening, such similar multiple rates will not be entertained / accepted. Lowest offer will be ascertained by sealed bid amongst the lowest bidder.

**5.6** The Earnest Money may be forfeited if; -

- a) If the Bidder withdraws the Bid during the period of Bid validity.
- b) In case of successful Bidder, if the Bidder fails to execute formal agreement within the stipulated time period.
- c) During scrutiny, if it is come to the notice of tender inviting authority that the credential or any other Document which were uploaded & digitally signed by the Bidder are incorrect / manufactured / fabricated.

**5.7** The eligibility of the Bidder will be ascertained on the basis of document submitted / uploaded & digitally signed in support of the minimum criterion as mentioned above. If any document submitted / uploaded by the Bidder is either

manufactured or false the eligibility of Bidder will be out rightly rejected at any stage without prejudice and action will be taken as per stipulation of IT Rules in force.

**5.8 Registered Unemployed Engineers' Co-operative Societies / Unemployed Labor Co-operative Societies** are required to furnish valid Bye Law, Last **Three (3) years Audit Report**, Certificate of Registration and Valid Clearance Certificate from A.R.C.S. for the last Financial Year **and resolution of A.G.M. mentioning the authority of using D.S.C. along with other relevant supporting papers.**

**5.9** For any typographical mistake in case of Unit, Rate, Quantity, Amount, any type of nomenclature in items of Works / item itself including description etc. whatsoever as stated in BOQ, that can't be claimed during agreement or so. In that case sanctioned estimate will be binding criteria.

Chairperson (BOA)  
Panskura Municipality

SECTION – B  
FORM –I  
**PRE-QUALIFICATION APPLICATION**

**To**

**The Chairperson,**

**Panskura Municipality,**

**Panskura, Purba Medinipur,**

**West Bengal,**

**(correct address should be write down)**

Ref: - Tender for \_\_\_\_\_

\_\_\_\_\_ (Name of work) \_\_\_\_\_

**NIT No.:**

Dear Sir,

Having examined the Statutory, Non statutory and NIEB documents, I /we hereby submit all the necessary information and relevant documents for evaluation. The application is made by me / us on behalf of \_\_\_\_\_

\_\_\_\_\_ In the capacity \_\_\_\_\_ duly authorized to submit the order.

The necessary evidence admissible by law in respect of authority assigned to us on behalf of the group of firms for Application and for completion of the contract documents is attached herewith.

We are interested in Tendering for the work(s) given in Enclosure to this letter.

We understand that:

- (a) Tender Inviting and Accepting Authority can amend the scope and value of the contract Tender under this project.
- (b) Tender Inviting and Accepting Authority reserves the right to reject any Application without assigning any reason.

**Enclose:- e-Filling:-**

1. Statutory Documents
2. Non Statutory Documents

Date: - **Signature of applicant including title**

and capacity in which application is made

**SECTION – B**

**Form - II**

**FINANCIAL STATEMENT**

**B.1** Name of Applicant :

**B.2** Summary of assets and liabilities on the basis of the audited financial statement of the last five financial years.

(Attach copies of the audited financial statement of the last five financial years)

Sl No	Year	Annual Turn Over	Remarks
1	2023-24		
2	2022-23		
3	2021-22		
4	2020-21		
5	2019-20		
Average	-		

SIGNED BY AN AUTHORIZED OFFICER OF THE FIRM

**SECTION – B**  
**AFFIDAVIT “Y”**

**Declaration of the Tenderer**

(Affidavit to be affirmed on a Non Judicial Stamp Paper of Rs. 10/- and enclosed with the Tender documents which is required to be submitted in time duly)

I, ....., son of .....

....., aged about ..... years by occupation

..... do hereby solemnly affirm and confirm as follow:

1. That, I am the ..... Of ..... have duly authorized by and competent to affirm this affidavit on behalf of the said Tenderer.

2. That, I have inspected the site of work covered under NIEB (NIEB No ) circulated through Office memo bearing No -----dated ----- and have made myself fully acquainted with the site conditions existing level/proposed level and local conditions in and around the site of work.

I have also carefully and meticulously gone through the Tender documents. Tender of the above named Tenderer is offered and submitted upon due consideration of all factors and if the same is accepted, I on and for behalf of the aforesaid Tenderer, being lawfully and duly authorized, promise to a Tenderer by all the covenants, conditions and stipulations of the Contractual documents and to carry out, complete the works to the satisfaction of the Tender accepting Authority of the Work and a Tenderer by all instructions as may given by the Engineer in Charge of the work time to time. I also hereby undertake to a Tenderer by the provisions of Law including the provisions of Contract Labour (Regulation & Abolition) Act, Apprentice Act 1961, West Bengal Sales Tax Act, VAT Act, Income Tax Act as would be applicable to the Contractor upon entering into formal Contract / agreement with the Tender Inviting/Accepting authority.

3. That I declare that, no relevant information as required to be furnished by the Tenderer has been suppressed in the Tender documents.

4. That the statement above made by me is true to my knowledge.

Deponent

Solemnly affirmed by the said

.....

before me.

.....

(1stclass Judicial Magistrate / Notary Public)

**SECTION - B**  
**FORM- III**

**STRUCTURE AND ORGANISATION**

**A.1** Name of applicant :

**A.2** Office Address :

Telephone No. and Cell Phone No. :

Fax No. :

E mail :

**A.3** Attach an organization chart showing the structure of the company with names of

Key personnel and technical staff with Bio-data. :

**Note:** Application covers Proprietary Firm, Partnership, Limited Company or Corporation,

**Signature of applicant including title**

and capacity in which application is made.

**Memo No.:-PM/GCM/608/2017/1149**

**Dated: 26.05.2025**

Copy Forwarded for information and for favour of wide circulation to:

1. The District Magistrate, Purba Medinipur with request to display this NIT along with Tender document in his website for proper publication as well as obtaining Tender from the intending Bidder.
2. The Additional District Magistrate (G), Purba Medinipur District, with request to display this NIT in the Notice Board.
3. The Executive Engineer, Midnapur (East) Division, Municipal Engineering Directorate, Tamluk.
4. The Executive Officer, Panskura Municipality
5. The Finance Officer, Panskura Municipality
6. I.T. Coordinator, Panskura Municipality is ordered to upload this notice into the official website- <https://wbtenders.gov.in>
7. Office Notice Board.
8. Any three leading Newspaper for publication.( One each Hindi, English & Bengali)
9. Guard File.

Chairperson (B.O.A.)  
**Panskura Municipality**