



OFFICE OF THE
BALURGHAT MUNICIPALITY

SOVA MAJUMDER SARANI
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Memo No:-

488

/G-8

Date:-

12-06-19

NOTICE INVITING QUOTATIONS

Sealed quotation are hereby invited for supply all kinds of stationary articles during the year 2019- 2020 from the local established shop as per list enclosed. Firm having sufficient credentials of supplying stationary and office articles in Govt./ semi Govt. Under taking offices .

The quotation will be received in sealed cover by this office of up to 1 p.m on 19/06/2019 through the currier or by post. The quotationers shall have to deposit Application free of Rs.2000.00 (Rupees two thousand) only, direct to the Bank A/C. And X-erox copy of deposited challan to be attached with quotation .

Bank Details:- State Bank of India, Balurghat Branch.

A/C No :- 33794258780. IFCS CODE:- SBIN0000020.

The intending quotationers are requested to submit only 1 (one) rate against 1 (one) item, More than 1(one) rate against a single item will be treated as cancelled.

The quotation have to submit self attested X-erox copies of the valid trade License, p.Tax, GST, Pan Card along with the quotation papers. The rate/rates of each articles should have to be quoted mentioning brand, quality and quantity as per notice including F.O.R & GST to Municipality office.

The quotationers ,whose rate/rates will be accepted against the articles, shall be responsible to supply the necessary articles during the whole financial year (i.e 2019 - -2020). The all articles of the supply order will be treated as cancelled.

The undersigned reserves the right to accept or reject any rate/rates of the quotations without assigning any reason and is not bound to accept lowest rate/rates of the quotations without assigning any reason and he is not bound to accept lowest rate/rates of the quotation.

The received quotation will be opened on 19-06-2019 at 3 p.m. in the office and quotationers may remain present at the time to opening.

Enol : list of articles

Memo No.

488/1(08)

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Copy for information and wide publication to:-

- 1)The District Magistrate, D/Dinajpur, Balurghat
- 2)The District information and Cultural office, D/Dinajpur, Balurghat
- 3)The DIO,NIC, Dakshin Dinajpur District, Balurghat (request for uploading to District Website)

[Signature]
11/6/19

Administrator

Balurghat Municipality

Date:-

12-06-18

Memo No:-

488/1(10)

/G-8

Copy to:-

- 1)Municipality Office Notice Board
- 2)The Executive Officer Balurghat Municipality
- 3)Finance Officer Balurghat Municipality
- 4) Office Superintendent Balurghat Municipality
- 5) The Asstt.Head Clerk/The Accountant/The Store –Keeper in-Charge Balurghat Municipality./ J.dev staff Balurghat Municipality.
- 6) M.Das I.T. Expert for up loading to Municipality Web –Site.

[Signature]
11/6/19

Administrator

Balurghat Municipality

Date:-

12-06-18



Administrator

Balurghat Municipality

[Signature]
11/6/19