



BALURGHAT MUNICIPALITY

SOVA MAJUMDER SARANI

BALURGHAT : DAKSHIN DINAJPUR

PH. NO : 03522 - 255450 / 255680 / 256930 / 256649 / 256931 / 255655

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Memo No:- 3046

/G-8

Date:- 25.02.2020

NOTICE INVITING QUOTATION

With reference This office to order vide Memo No.2965/G-8, Date:- 17.02.2020 Sealed quotation are hereby invited for supply all kinds of Stationary articles during the year 2020- 2021 from the local established shops as per list enclosed. Firm having sufficient credentials of supplying stationary and office articles in Govt./semi Govt. Under taking offices

The quotations will be received in sealed cover by this office of up to 06/03/2020 at 1 p.m through the currier or by post. The quotationers shall have to deposit and earnest money amounting to Rs.5000.00 (five thousand) only in cash to Municipal fund. The receipt of the deposit should be furnished along with the quotation papers.The earnest money will be kept with the Municipal fund till the quotation will remain valid. If the supplier quotation fails to supply the articles within the stipulated time, the aforesaid earnest money will be forfeited without any notice.

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.

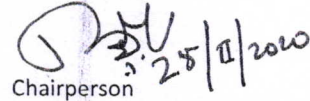
The quotation have to submit self attested Xerox copies of the valid trade License, P.Tax, GST, Pan Card along with the quotation papers. The rate/rates of each articles should have to be quoted mentioning brand, quality and quantity as per notice including F.O.R & GST to Municipality office.

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 2020 - -2021). The all articles of the supply order are to be supplied within 7 (seven) days on presentation of the supply order otherwise the supply the 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 06-03-2020 at 3 p.m. in the office and quotationers may remain present at the time to opening.

Enclø : list of articles

Memo No. 3046/1(3) /G-8


Chairperson

Board of Administrators
Balurghat Municipality

Date:- 25.02.2020.

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)


25/2/2020


Chairperson

Board of Administrators
Balurghat Municipality

Date:- 25.02.2020.

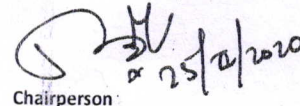
Memo No:- 3046/2(8) /G-8

Copy to:-

- 1) Smt. Arpita Ghosh, Mmember, Board of Administrators Balurghat Municipality.
- 2) Sri. Shankar Chakraborty, Member, Board of Administrators Balurghat Municipality.
- 3) The Executive Officer, Balurghat Municipality.
- 4) The Finance Officer, Balurghat Municipality.
- 5) Office Superintendent Balurghat Municipality.
- 6) The Accountant, Balurghat Municipality.
- 7) J.dev staff Balurghat Municipality.

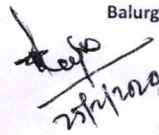
M.Das I.T. Expert for up loading to Municipality Web -Site.

- 8) Municipality Office Notice Board


Chairperson

Board of Administrators
Balurghat Municipality




25/2/2020