

OFFICE OF THE  
**BALURGHAT MUNICIPALITY**



SOVA MAJUMDER SARANI  
BALURGHAT : DAKSHIN DINAJPUR

PHONE NO : 03522 – 255450 / 255680 / 256930 / 255649 / 256931 / 255655

Date. 11-01-2021

Memo No. 2146 / Collec 19

**NOTICE INVITING QUOTATION**


Sealed Quotation are here by invited from the local reputed firm / agency for the work "Supply and installation of 2 (two) sets Computer with Printer at Collection Section "as per following specification on emergency basis. Quotationers shall have to produce valid I.T, GST registration certificate and Trade License etc.

The rate shall be quoted in each item inclusive of all taxes if payable. Successful quotationers shall have to make formal agreement on municipal prescribe form on payment of Rs. 100/- and Rs. 5/- before issuing the work order.

The quotation will be received by the undersigned upto 1.00 P.M on 19.01.2021 and will be opened on the same date at 2.00 P.M when the quotationers may remain present.

Sl. No.	Specification	Unit	Required Quantity
1	Supply and installation of Computer (Intel core i3 – 10100/4GB RAM & 1TB HB/Windows-10/MS Office / wifi / Monitor 17inch)	set	2
2	Supply and installation of A4 Black & White Laser Multi function Printer, Copy & Scan facility, Print speed upto 14 ppm (Black) USB, 150 sheet media input tray, output bin support, power cord(s),	Set	1

The under signed reserve the right to accept or cancel any or all quotations without assigning any reason and not bound to accept the lowest rate

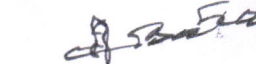
  
Chairperson,  
Board of Administrators  
Balurghat Municipality

Date. 11-01-2021

Memo No. 2146 1(2) / Collec 19  
Copy to:-

- 1 The District Magistrate, D. Dinajpur, Balurghat.
- 2 The District Information and Cultural Officer, D.Dinajpur, Balurghat.

For their information and requested for wide publication through their Notice Board.

  
Chairperson,  
Board of Administrators  
Balurghat Municipality

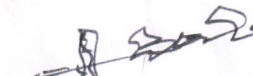
Memo No. 2146 /2(9) / Collec 19  
Copy to:-

- 1 The Executive Officer, Balurghat Municipality
- 2 The Finance Officer, Balurghat Municipality
- 3 The Head Cleark in charge, Balurghat Municipality
- 4 The Accountant, Balurghat Miunicipality
- 5 The Cashier, Balurghat Municipality.
- 6 The Collection in Charge, Balurghat Municipality.
- 7 The I.T Specialist / I.T coordinator, Balurghat Municipality, directed to upload the said NIQ in our Official Website
- 8 Receive Section, Balurghat Municipality.

For their information and necessary action.

- 9 Municipal Notice Board for wide publication.



  
Chairperson,  
Board of Administrators  
Balurghat Municipality