

OFFICE OF THE
BALURGHAT MUNICIPALITY



SOVA MAJUMDER SARANI
BALURGHAT: DAKSHIN DINAJPUR

E-mail – bmpality@gmail.com

Memo No. 2721 / G-8

Date:-05/12/2023

NOTICE INVITING QUOTATION

Sealed quotation are hereby, invited from benefited local supplier for supplying General diary, Good quality diary and Table Calendar for the year 2024 of this office. Rate should be quoted for each item including all taxes & charges and cost of printing in the note book as per requirement .The intending quotationars are requested to quote their rates both in figure and wards.

The quotation must be accompanied with self attested copies of valid Municipal provisional certificate, I.T & P.T. PAN, GST clearance, certificate in favor of the quotation.

Specimens of the printing/stationary articles to be placed by the supplier for verification before supply in the office hours. The quotation will be received by on 11.12.2023 up to 11.30 a.m. through by post /courier and opened on the same date 11.12.2023 at 12.30 p.m. when the quotation may remain present.

The undersigned reserved the right to cancel any or all the quotation without assigning any reason.

Sl. No.	Item Name	Quantity	Rate	
1	General Diary	As Per Requirement		Sample verification after notify.
2	Good Quality Diary	As Per Requirement		
3	Table Calendar	As Per Requirement		

Chairman
Balurghat Municipality

[Signature]

Date:- 05/12/2023

Memo no.:- 2721/1(2)/G-8

- 1) The District Magistrate, D/Dinajpur, Balurghat.
 - 2) The District information and cultural office, D/Dinajpur, Balurghat.
- For the information and wide publication through their notice Board please and their departmental website.

Chairman
Balurghat Municipality

[Signature]

Date:- 05/12/2023

Memo No.:- 2721/2(8)/G-8

Copy to:-

- i) The Executive Officer, Balurghat Municipality.
- ii) The Finance Officer, Balurghat Municipality.
- iii) The Head Clerk, Balurghat Municipality.
- iv) The Asst.Head Clerk, Balurghat Municipality.
- v) The Accountant, Balurghat Municipality.
- vi) Riceived Section, Balurghat Municipality.
- vii) Municipality office notice board, Balurghat Municipality for wide publicaiton.
- viii) Mainmay das / Ramkrishno sikdar for publication in Municipal Web site.



Chairman
Balurghat Municipality

[Signature]