



OFFICE OF THE BALURGHAT MUNICIPALITY

SOVA MAJUMDER SARANI

BALURGHAT : DAKSHIN DINAJPUR

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Memo No 2501/HS-20

Date:- 06.10.2026

NOTICE INVITING QUOTATION

Sealed quotation are hereby invited by the undersigned from the local Automobile workshops/ Engineering farm etc towards the 8th servicing with change of necessary parts of the JCB bearing no WB2020TR/6644B engaged at Sanitary & Conservancy section under Balurghat Municipality.

Terms & Conditions:-

1. The quotation must be in enclosed proforma of his/ her own letter head of the farm duly signed by the proprietor of the farm along with all types of taxes.
2. The quotation should have to be submitted along with copies of Trade License, Pan Card, I.T & GST etc.
3. The quotations to be submitted by hand to the receive counter of working days to this office within 13.10.2026 by 2 P.M and the same will be opened at 3 P.M on the same date where quotationers may remain Present.
4. The undersigned will reserve the right to cancel the quotations without assigning any reason and not bound to accept the lowest rate.
5. The farm should also provide one year warranty certificate regarding mechanical error.

Specifications of the required items and required rate :-

SL NO	SPECIFICATIONS	Qty.	OFFER RATE INCLUDING ALL TAXES
01	Mobile Drain		
02	Hydraulic Drain		
03	Transmission oil Drain		
04	Axel Oil Drain		
05	Cooling Drain		
06	All Filter Change		
07	Barked oil seal change		
08	Wiper Change		
09	Grease nipple Setup		
10	Front & Back side teeth Change		
11	Hydraulic Pipe Change		
12	Bush Change		
			Total amt.=



Chairman
Balurghat Municipality



Date:- 06.10.2026

Memo no:- 2501/1(3) /HS-20

copy to :-

1. The District Magistrate, Dakshin Dinajpur, Balurghat.
2. The Sub-Division officer, Balurghat sadar, Dakshin Dinajpur.
3. The District Information & Cultural officer, Dakshin Dinajpur, Balurghat.



Chairman
Balurghat Municipality



Date: 06.10.2026

Memo No 2501/2(12) HS-20

Copy forwarded for information to:-

- 1) The Vice Chairman, Balurghat Municipality
- 2) The MCIC, Balurghat Municipality.
- 3) The Executive officer, Balurghat Municipality
- 4) The Finance officer, Balurghat Municipality.
- 5) The Head clerk Balurghat Municipality
- 6) The Asst. Head Clerk, Balurghat Municipality.
- 7) The Accountant, Balurghat Municipality.
- 8) Urban Planer, Balurghat Municipality
- 9) Receive section, Balurghat Municipality.
- 10) Notice Board, Balurghat Municipality for Display..
- 11) Sri Amitabha Chanda, Health Section in- charge.
- 12) Sri Mrinmoy Das, IT support specialist / Sri Ramkrishno Sikder, IT cordinator, Balurghat Municipality , He is directed to upload the NIQ on the Municipal website.



Chairman
Balurghat Municipality

