



Government of West Bengal
Office of the Sub-Divisional Officer, Tehatta
Tehatta, Nadia

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NOTICE INVITING QUOTATION

Sealed Quotation are invited from the bonafide Supplier /Contractor / agencies for supplying of different type of Stationery articles for the office of the undersigned. The list of articles is enclosed in annexure-I. Agency may not quote the entire items in that case they may fill cross (X) in the relevant column.


Quotation is to be submitted to the Quotation Box within **18.04.2017 up to 2.00 p.m.** The sealed quotation will be opened at the chamber of undersigned on the same day at 3.00 p.m. The Quotationer or his authorized person may be remaining present at the time of opening of Quotation box. Intending Agencies should submit the following documents (Photocopy) with valid quotation:-

1. Photocopy of Sales Tax Clearance Certificate (VAT).
2. Photocopy of PAN Card.
3. Photocopy of Trade license.

Terms and Condition:

- a. The quotation will be in sealed covered and must bear the name of Agency with full postal address clearly.
- b. Item wise supply order may be issued.
- c. After issuing supply order agency must supply the article within 2 (two) working days, otherwise the contract will be canceled.
- d. All payment will be made in A/C payee Cheque OR through Bank Account (e-billing).
- e. All deduction will be made as per Government norms.
- f. Payment will be made after successfully supplying the materials.
- g. No quotation will be considered which does not fulfill the terms & conditions mentioned above.
- h. The Undersigned reserves the right to accept or reject any tender without assigning any reason whatsoever.

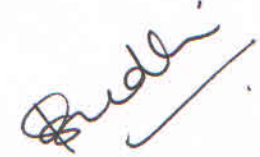
Memo No: 630/TS/NEZ.


Sub-Divisional Officer, Tehatta
Tehatta, Nadia

Dated: 10/04/2017

Copy forwarded with a request for wide publicity to:

1. The District Magistrate, (Nezarath Section), Nadia.
2. The D.I.O., NIC with a request to upload in the District Website.
- 3-6. The B.D.O. Tehatta-I/ The B.D.O. Tehatta-II/ The B.D.O. Karimpur-I / The B.D.O. Karimpur-II
7. The SDICO, Tehatta, Nadia.
8. The Sub- Post Master, Tehatta Sub-Post Office, Tehatta, Nadia.
9. Office Notice Board.


Sub-Divisional officer, Tehatta
Tehatta, Nadia