

Government of West Bengal  
Office of the District Magistrate, Nadia  
**Municipal Affairs Section.**  
"Administrative Building", Ground floor, P.O. Krishngar, Dist-Nadia.  
Phone-03272-252311, Fax-03472-223338

**QUOTATION NOTICE**

Sealed quotation notice are invited from the bonafide reputed suppliers/agencies for supply and delivery of a new **Multifunction FAX machine** (which included copier/printer function) preferably **Hp, Canon, Epson, Panasonic** branded for District Municipal Affairs Section, Administrative Building, Ground floor, Krishnagar, Nadia.

**TERMS & CONDITION :-**

1. The rate of the machine should be quoted separately including installation charges.
2. The quotation should be submitted at the specified box at the Office of the D.M., Nadia(Municipal Affairs Section), Ground floor, Krishnagar, Nadia on any working days during the Office hours on or before **07.05.2013 within 3 p.m.** in sealed envelope super scribed as "*Quotation notice for supply new multifunction FAX machine for District Municipal Affairs Section, Nadia*".
3. Quotation notice will be opened at the Office Chamber of Officer-in-charge, Municipal Affairs Section at **4 p.m. on the same days i.e. 07.05.2013** where the tenderers or duly authorized representatives may remain present alongwith valid identity proof.
4. The articles to be supplied as per given brand name and unit specified in the quotation document.
5. The successful selected supplier/agencies should be supply the article to this section within 07(seven) days from the date of receipt of the supply order.
6. The undersigned reserves the right to accept or reject any quotation without assigning any reason whatsoever and is not bound to accept the lowest rates and the decision of the authority will be final.
7. Attested copies of up-to-date VAT return, I.T. certificate, P.Tax certificate, Trade License, PAN card should be submitted alongwith the tender paper.

  
District Municipal Development Officer  
Municipal Affairs Section, Nadia.

Dated: 23.4.2013.

Memo.No. 202(15)/MA.

Copy forwarded for information and wide publicity to :-

- 1) The District Judge, Nadia, (2) S.P., Nadia., (3-6) SDO, Sadar/Ranaghat/Kalyani/Tehatta, (7) Secretary, N.Z.P, Nadia, (8) District. Employment Exchange, (9) Post Master, , Krishnagar Head Post Office, (10) Chairman Krishnagar Municipality, (11) NDC, Collectorate Notice Board, (12) D.I.C.O., Nadia, (13) O.C. General Section, (14) Notice Board, Municipal Affairs Section, (15) D.I.O., NIC, Nadia website.

  
District Municipal Development Officer  
Municipal Affairs Section, Nadia.