

**DISTRICT CHILD PROTECTION UNIT
OFFICE OF THE DISTRICT MAGISTRATE, PASCHIM MEDINIPUR
(SOCIAL WELFARE SECTION)**

Ph.: 03222 26 996 / 261493

E- mail: dcpspmd@gmail.com

MEMO No.: 405 / DCP SW

DATE: 24 / 12 / 2018

QUOTATION NOTICE

Sealed Quotations are hereby invited from bonafide suppliers for supply of following items for smooth running of the office of DCPU, under District Social Welfare Section, Paschim Medinipur. Required Furniture and Peripherals are As Under:-

(A) Furniture & Peripherals:-

Sl. No.	Name of the Articles	Quantity
1.	Computer Table (with Drawer & without wheel)	03 pcs.
2.	Plastic revolving office chair with arms (Supreme)	03 pcs.
3.	Chair (For Guest) - Fiber	04 pcs.
4.	Secretary Table	03 pcs.
5.	Chair (Wooden)	02 pcs.
6.	Ceiling Fan (Orient)	02 pcs.

The following papers to be submitted, in the following order, along with the Quotation:

- A) Photostat Copy of Valid Trade License
- B) Photostat Copy of up to date P. Tax Clearance Certificate
- C) Photostat copy of Valid GST Registration Certificate
- D) Photostat copy PAN Card / Latest Income Tax Return

If, in any envelop, any of the above mentioned documents are not found, the Quotation will be considered as invalid and that will be cancelled.

Intending Bidders have to Quote Rates per piece, including all charges like Transportation charge, loading-unloading charge, etc. in their own Letter Head Pads.

Supply Orders will be issued depending on the actual requirement of the Office and availability of fund in the specific head of account. The payments will be made depending on the availability of the allotment of fund, and by means of account payee cheques only.

The last date of submitting the Quotation is **07-01-2019 up to 01:00 pm.** and that will be opened on the same day at **03:00 pm.** The bidders should remain present at the time of opening of the Quotations.

No objection will be entertained after finalization of the matter.

The authority reserves the right to cancel any part or the total process, at any time, without showing any reason.

Quotation received by post/mail/courier will not be entertained.

Jayabandhu
Member/Secretary of DCPU
&
District Social Welfare Officer,
Paschim Medinipur
DATE: 24 / 12 / 2018

MEMO No.: 405 / DCP SW

Copy forwarded for information and with request to kindly display the notice in the Office Notice Board to:

1. The Additional District Magistrate (Dev.), Paschim Medinipur
2. The SDO Sadar, Paschim Medinipur
3. The Nazareth Deputy Collector Paschim Medinipur
4. The DICO, Paschim Medinipur with the request to publish the quotation in two news papers.
- ✓ 5. The DIO, NIC, Paschim Medinipur with the request for wide circulation
6. The DPO (ICDS) Paschim Medinipur
7. The Office Notice Board

Jayabandhu
Member/Secretary of DCPU
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DATE: 24 / 12 / 2018

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(B) Computer & Accessories:-

1.	Computer (17" monitor, Core i5 Processor, Intel original motherboard, 4 GB RAM, TVS Gold Keyboard and APC UPS 600 VA with cold boot facility)	02 pcs.
2.	Laptop (Dell Inspiron Core i3 6 th Gen 3567 15.6")	01 pcs.
3.	Scanner (HP Scanjet G2410)	01 pcs.
4.	Wifi-Dongle (Min 500 Mbps)	02 pcs.

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