



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE, PASCHIM MEDINIPUR
SOCIAL WELFARE SECTION

Ph.: 03222 265996

Email: pmdswo@gmail.com

MEMO No.: 64 /SW

DATE: 16 /03/2022

QUOTATION NOTICE

Sealed Quotations are hereby invited from the reputed suppliers to supply Mini Generator, 4 VIP Chairs & 6 big size towel **on emergent basis** as per following items/specifications respectively:-

Sl.no.	Name of Item	Quantity
01	Mini Generator (<u>Diesel</u>), <u>3 KVA</u> /Honda)	01 (as per standard requirement)
02	VIP Chair <u>Godrej Interio (Motion)</u>	04 (as per standard requirement)
03	Towel (<u>Big size</u>)	06 (as per standard requirement)

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

- Photostat Copy of Valid Trade License.
- Photostat Copy of up to date P. Tax Clearance Certificate.
- Photostat copy of 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 rate of item should be inclusive of all taxes. Cost of installation, operation training and warranty for the period of specified year from the date of installation and rate of offer are to be without any hidden cost.

Item should be delivered within 7 (seven) days after giving the supply order.

Onsite maintenance/servicing must be ensured annually.

The last date of submission of the Quotation is within **7 days (i.e. 168 hrs.)** from the date of publication in the district web-site.

The application from the suppliers will be put in the drop box placed in the chamber of the ADM, Paschim Medinipur (Old Collectorate building).

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.

[Handwritten signature]
16/03/22

Additional District Magistrate (Dev)
Paschim Medinipur

MEMO No.: 64/1(6) /SW

DATE: 16 /03/2022

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

- The Sub-Divisional Officer, Medinipur Sadar, Paschim Medinipur.
- The DIO (NIC), Paschim Medinipur is requested to upload this notice in district Web-site.
- The Nazareth Deputy Collector, Paschim Medinipur.
- The District Social Welfare Officer, Paschim Medinipur.
- The District Child Protection Officer, Paschim Medinipur.
- The Office Notice Board.

[Handwritten signature]
16/03/22

Additional District Magistrate (Dev)
Paschim Medinipur
Additional District Magistrate (Development)
Paschim Medinipur