Office of the Burdwan Municipality

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Memo No: 19/6/xh-9

Date: 04, 0, 23

Notice Invited Quotation

Burdwan Municipality here by invites sealed Quotation from reputed & experienced Suppliers for supplying of the 4 (Four) nos Table to carry out the official work smoothly. Other details with terms & conditions are given below.

Quotation Schedule:

- 1. Last date of submission of quotation: 11.01.23 at 12.00 p.m.
- 2. Opening of quotation: 11.01.23 at 2.00 p.m.
- 3. Place of submission of quotation: General Deptt, B.M.
- 4. This quotation is valid upto 1 year.

Description of Item (Contact at Genl. Department for others details):

1. Table for computer purpose including three drawers – size – $4' \times 3' - 4$ nos. (For SWM Deptt.)

Terms & Conditions:

- 1. Payment will be made on satisfactory delivery of the materials.
 - 2. Rate to be quoted per unit piece and inclusive of all taxes and duties as applicable freight, forwarding and delivery charges at site, if any.
 - 3. One representative of each quotation may attend the opening of the sealed quotation.
 - 4. The authority reserves the right to accept or reject any quotation without assigning any reason or any correspondence

Memo No: 19/6/1(8)/x2-9 Copy to:

- 1. Vice Chairman, B.M.
- 2. Members of Tender Committee, B.M.
- 3. Executive officer, B.M.
- 4. Finance Officer, B.M.
- 5. Accountant, B.M.
- 6. IT Co ordinator, B.M.
- 7. ICSD, B.M.
- 8. Office Notice Board

Burdwan Municipality Date: 04.01.23

Burdwan Municipality

Chairman **Burdwan Municipality**