

OFFICE OF THE
BURDWAN MUNICIPALITY

DETAILED NOTICE INVITING QUOTATION

Memo No- 817/G/XII-9

Date- 13-6-24

On Behalf of Board of Councilors, Burdwan Municipality, The Chairman, Burdwan Municipality invite quotations to obtain the rates for following works for execution of field programme. Please quote your rate at Municipal Office, Burdwan for the below noted works. The quotation should be sent in a sealed envelope and the name of the sender with full address should be stated in the envelope along with the Trade Enlistment certificate of the concerned company. Open quotation will be treated as cancelled. The Authority shall reserve the right to accept or reject any or all quotations without assigning any reason whatsoever.

The details of the quotation can be available at this office in any working day during office hours or can be downloaded

1.	Name of the work	:	As per annexure.
a)			
b)	Contractor eligible to submit tender	:	Resourceful agency.
c)	Estimated value of work Put to Quotation	:	As per Annexure.
d)	Quotation is to be submitted	:	In sealed cover system.
e)	Date of Publication	:	14/06/2024
f)	Last Date & time for dropping of quotation documents	:	28/06/2024 upto 03.00 P.M.
g)	Date & time for opening the quotation	:	28/06/2024 from 4.00 P.M.

from our website www.burdwanmunicipality.gov.in rate will be valid for 12 months period.

2) The rate quoted should be inclusive of all cost of transportation, loading, unloading, and staking at site within Burdwan municipal area of the State of West Bengal, and all applicable taxes what so ever.

3) Deduction viz (i) IT or any other Taxes, & Cess due as per rules, will also be deducted from the bill of the agency.

4) No Mobilisation Advance and Secured Advance will be allowed.

5) The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the work as mentioned in the Notice inviting Tender, the cost of visiting the site shall be at the Bidder's own expense. Traffic management and execution shall be the responsibility of the Agency at his/her/their risk and cost.

6) No CONDITIONAL/ INCOMPLETE QUOTATION will be accepted under any circumstances.

7) The undersigned reserves the right to reject the lowest bidder or all the bidder without assigning any reason thereof and not bound to accept the lowest bidder also.

Enclo:- ANNEXURE

i.e. Duare Sarkar/ Paray Samadhan etc.


Chairman
Burdwan Municipality

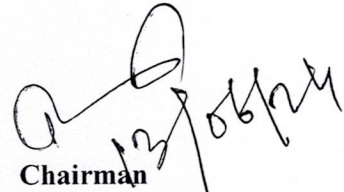
Chairman
Burdwan Municipality

Memo No- 817/1(9)/G/xii-9

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Copy forwarded for information:-

- 1) Vice-Chairman, Burdwan Municipality.
- 2) Executive Officer, Burdwan Municipality.
- 3) Finance Officer, Burdwan Municipality
- 4) Accountant, Burdwan Municipality
- 5) Tender/Purchase Committee ,Burdwan Municipality
- 6) Office Notice Board ,Burdwan Municipality
- 7) Website of Burdwan Municipality
- 8) I.T., Burdwan Municipality
- 9) Relevant office file, Burdwan Municipality



Chairman
Burdwan Municipality

Chairman
Burdwan Municipality

ANNEXURE - I

Ref Memo No- 817/G/11-9

Date:- 13-6-24

Sl No	Description of Items	Amount should be quoted on the basis of the items	Scheme
1.	Flex hording printing & fixed up in wooden frame & flex banner with fitting & mounting	Size, number, height, flex	Duare Sarkar & Paray Samadhan
2.	Sound system & Street Campaign	Box, Van, Loud speaker, Toto etc.	Duare Sarkar & Paray Samadhan
3.	Electrical infrastracture	5A plug, Tube light, 16" Air circulator fan, 100 watt Led, Inter connection of Generator etc.	Duare Sarkar & Paray Samadhan
4.	Refreshment	Breakfast Packet, Lunch Packets including Water Bottle, Tiffin Packets	Duare Sarkar & Paray Samadhan
5	Forms printing	SS forms, LB forms, Adhar concer form, Old age & Widow Pension form etc.	Duare Sarkar & Paray Samadhan
6	Hiring Laptop and Printer	Laptop, Charger, Printer	Duare Sarkar & Paray Samadhan
7	Table & Chairs with Cover	Plastic Table & chair, Cover etc.	Duare Sarkar & Paray Samadhan
8	Supply of Stationary Goods	Stapler, Pin, Cover file, Stamp Pad, Cello Tape, Exercise Book, Duster, Fiber Clip, scale, pen, whitener etc.	Duare Sarkar & Paray Samadhan

Chairman
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