



Government of West Bengal
Office of the District Magistrate, Birbhum
District Election Section.
Telephone/ Fax No.03462-255238

Memo No. 217 /Elec

Dated 08/02/2019

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from the bonafied /reputed agencies for supplying different types for Flex, Banner, Flex with frame, Hording with mounting, Poster ,Signage etc. for Election Section as per specification noted below.

Sl No	Item	Size	Rate for the all items should be quoted including all charges	Rupees in words
01.	Flex	Per Sqft		
02.	Flex with wooden frame	per Sqft		
03.	Banner	per Sqft		
04.	Hording with mounting	Per Sqft		
05.	Poster	Per Sqft		
06.	Signage	Per Sqft		
07.	Leaflet	Per thousand 1. A4 2. A4 (-1/2)		

Terms & Conditions

1. Tenderers shall have to deliver the items at the District Election Office at their own cost.
2. Rate should be offered by the tenderers including all taxes and all other charges.
3. The rate offered by the tenderers will be valid for one year from the date of acceptance.
4. The tenders accompanied with necessary papers viz. (i) Current income tax clearance certificate (ii) GST (Certificate of Registration) (iii) PAN(card) (vi) Demand draft or Postal Savings certificate etc. are to reach within 1 pm on 14thth February, 2019 in the Tender Box kept at District Election Office, Birbhum and the same will be opened on the same day at 3 p.m. All the intending bidders/tenderers or authorized representative @ one for each tenderer may remain present during the time of opening the Tenders.
5. Tenders submitted after prescribed date and hours and found to be incomplete in any respect, will not be accepted.
6. Supplying of the items should be completed within 02(Two) days from the date of issuance of work order failing of which work order will be treated as cancelled without any intimation to the bidder and in that case earnest money if so would be deposited will be forfeited and next lowest bidder will get preference to supply the same.
7. Items sent through Courier service will not be entertained.
8. Payment will be made on submission of bill in duplicate along with work order in original after completion of full supply of items. Deduction of Tax etc. will be made as per existing norms.
9. Earnest money may be forfeited for any unfair act and breach of the above condition.
10. The undersigned reserves the right to accept or reject any tender or all tenders without assigning any reason thereof. The undersigned also does not bind himself to accept the lowest rate offered by the tenders and shall use discretion in accepting higher rate considering the standard and quality etc of items

P. Adhikari 08/02/19
Addl. District Magistrate(Elec)
Birbhum

(Page-2)

Memo. No. 217/19/Elec.

Dated, Suri, the 08/02/2019

Copy forwarded for information and necessary action for wide publication;-

- 1) AEO & ADM, Zilla parishad
- 2) D.I.C.O, Birbhum.
- 3) D.I.O, NIC, Birbhum with a request to publish the notice through his web site
- 4) C. A to D.M

P. Adhikari 08/02/19
Addl. District Magistrate (Elec)

Birbhum 