



Government of West Bengal
Office of the District Magistrate, Birbhum
District Election Section.
Telephone/ Fax No.03462-255238
e-mail- birelec@gmail.com

NIQ No. 03/Elec/Bir

Dated, Suri, the 10/02/2021

NOTICE INVITING QUOTATION

Sealed Quotations are invited from the enlisted suppliers of the District Magistrate & Collector office, Birbhum for the following article as per specification below on the term and condition mentioned below:-

Sl. No.	Name of the Item	Specification	Rate
1	Printing of (R.O.s Hand Book, Manual Model Code of conduct)with Binding	Colour/Black & White/Offset (Paper 70 GSM)	

Terms & Conditions

1. Rate should be offered by the Quotation including all taxes and all other charges.
2. The Quotation accompanied with necessary papers viz. (i) Current income tax clearance certificate (ii) P.Tax(Current clearance certificate) (iii) GST (Certificate of Registration) (iv) PAN(card) (v) Credential certificate (for such items). are to reach within 15-02-2021 at 11.00 a.m. in the NIQ Box kept at District Election Office, Birbhum and the same will be opened on the same day at 12 noon. All the intending bidders/NIQ or authorized representative @ one for each Quotation may remain present during the time of opening the Tenders.
3. Enlisted suppliers are requested to quote their rate mentioning for each item separately.
4. Quotation submitted after prescribed date and hours and found to be incomplete in any respect, will not be accepted.
5. Supplying of the items should be completed within 07(Seven) 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.
6. Items sent through Courier service will not be entertained.
7. 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.
8. The undersigned reserves the right to accept or reject any Quotation without assigning any reason thereof. The undersigned also does not bind himself to accept the lowest rate offered by the Quotation and shall use discretion in accepting higher rate considering the standard and quality etc of item
9. Bill be signed. to be submitted in duplicate and payment will be made after successful completion of work and as per availability of fund.

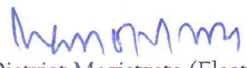

Additional District Magistrate,(Election)
Birbhum

Memo No: 296 (7)/Elec.

Dated: 10/02/2021

Copy forwarded for information to the

1. The D.I.O, NIC, Birbhum with request to publish the notice in district web site.
2. The Officer-in-Charge, Election with a request to remain present during the opening of the Tender.
3. The NDC, Birbhum, for publicity in Notice Board.
4. The DICO, Birbhum.
5. The HC (SL), Election Section, with a request to display at the Notice Board and remain present during the opening of the Tender.
6. The CA to DM / ADM(Elec), Birbhum.
7. Office copy.


Additional District Magistrate,(Election)
Birbhum