



Institutional Strengthening of Gram Panchayats (ISGP) Program-II
Panchayats & Rural Development Department, Government of West Bengal
District Administrative Building (Collectorate Building), Room-10, 3rd Floor –
Suri, Birbhum, PIN- 731101
E-mail: dcu.birbhum.wbisgpp@gov.in
Phone and Fax- 03462-259238

Memo No. 161(A)/ISGPP-II

Date: 14/07/2020

NOTICE INVITING QUOTATION

Sealed quotation is hereby invited by the District Coordinator, DCU for ISGPP-II Birbhum for UPS 1KVA in this establishment from Bonafide Reputed suppliers as per particulars and specification given in below.

Brief Description of the goods	Specifications *	Brand	Quantity	Delivery Period	Place of Delivery	Installation Requirement, if any
UPS	1KVS	APC	11	Within 7 days from work order date	DCU for ISGPP-II, Birbhum	

The Quotationer should abide by the following terms and conditions: -

1. Quotation in the letter head of the vendor will have to be submitted in sealed envelope and is to be dropped into the locked quotation box kept at the Office of the DCU for ISGPP-II Birbhum up to **2.00 p.m. on 21/07/2020**. The Name of work and Quotation memo no. should be clearly super scribed on the sealed envelope. Quotation will be opened on the same day **(i.e. on 21/07/2020) at 03.00 P.M.** The Quotationer or their representative may remain present at the time of opening of quotation. Rate should be offered inclusive of all taxes and transportation charges.
2. Time is the essence of contract. The successful supplier must complete the supply work within the time period specified. No extension of time will be allowed. If the material is not supplied within the specified time period the order for supply of material will be treated cancelled.
3. Material should be supplied strictly as per specification given. Any change in the specification will not be allowed without prior consent of the undersigned.
4. The DC, ISGPP-II, Birbhum reserves the right to accept or reject any or all Quotations without assigning any reasons.
5. The quality of stationary items and service should be satisfactory otherwise the payment will be held up.
6. Rate should be offered per unit in figure & word.
7. Rate should be mentioned including all taxes (GST & IT etc. & transportation charge).
8. Material has to be supplied in sealed packet at DCU Office
9. Quotation shall remain valid for a period not less than 15 days after the deadline date specified for submission.

Enclosed: Quotation Form

Jaya Pandey
14/07/2020
District Coordinator
DCU for ISGPP-II, Birbhum



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Memo No. 161(A)/(28)/ISGPP-II

Date. 14/07/2020

Copy forwarded for kind information to and with a request to display the NIT in the Notice board:

1. The Additional District Magistrate (Panchayat), Birbhum
2. The SDO (ALL)
3. The DPRDO/DPLO/DOMA, Birbhum
4. The NDC, Birbhum
5. The BDO (ALL)
6. DIO (NIC) with a request to upload the same in district website
7. Notice Board of this office.

Jaya Pandey
14/07/2020
District Coordinator
DCU for ISGPP-II, Birbhum



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Program-II

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QUOTATION FORM *

Sl. No.	Description Goods & Specifications	Quantity Required	Quoted Unit Rate in INR (inclusive tax)/per piece	Total Amount in INR (inclusive tax)	
1	UPS 1KVS	11			
Grand Total					

1. We agree to supply the above goods mention in sl. no 1, in accordance with the technical specifications for a total contract price of Rs(amount in figures) (Rupees..... amount in words) within the period and location specified in the NIT.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Signature of Supplier