



Government of West Bengal
Office of the District Magistrate & Collector
Barasat, North 24 Parganas
(District Kanyashree Cell)

Memo No. 1332/Kanya/N24P

Date - 30 /07/2019

Notice Inviting Quotation

Sealed Quotations are invited from experienced & bonafide agencies by the District Magistrate, North 24 Parganas for supply of following items for celebration of Kanyashree Day on 14th August, 2019 on urgent basis.

SL. No.	Specification	Name of Item	Quantity Required (Unit/Pcs.)
1	Improvise Structure with Decoration of stalls & stage with flowers & balloons , Flex Printing, Invitation Card, VIP Welcome Flower & Memento, Video & Still Photography with 100 copies of good quality photo (5" X 7") in a album, Trophy, VIP Badge in connection with Celebration of District Level Programme on Kanyashree Day, 2019	Main Gate	1 Unit
		Flex printing	500 sq. Ft.
		Back Ground	1 Unit
		Stalls	2 Nos.
		Invitation Card	100 Pcs.
		VIP Welcome Flower & Memento	85 Pcs.
		Video & Still Photography	1 Unit of each
		Trophy	2 sets of 3 pcs. & 2 Pcs.
		VIP Badge	80 Pcs.
2	Supply of General Tiffin in connection with Celebration of District Level Programme on Kanyashree Day, 2019	General Tiffin	1200 Packets
3	Supply of Packaged Drinking Water, Paper made water glass, Tea & Snacks in connection with Celebration of District Level Programme on Kanyashree Day, 2019	Water Bottol (500 ml.)	250 Pcs.
		Water (20 Ltr. Jar)	15 Units
		Paper made water glass	1500 Pcs.
		Tea & Snacks	Tea - 1200 cups & sufficient snacks)

Terms & Conditions

1. The quotation bidder must have up to date IT Return for Assessment Year 2017-18, PT Enrollment Certificate & upto date Professional tax paid challan, GST Registration Certificate.
2. The District Magistrate, North 24 Parganas reserves the right to accept or reject any quotation assigning without any reason and also the right to reject the entire quotation process without assigning any reason.
3. Abnormal rates will not be accepted.
4. The rates of every item must be including, unloading, carrying & inclusive of all taxes upto the Rabindra Bhawan, Barasat, North 24 Parganas.
5. Damaged & defective items will not be accepted.
6. Sample of every item must be shown on the date of opening of quotation.
7. Bill will be paid after received of the adequate fund from the Govt. in this purpose.
8. This quotation will be valid 01(one) year from the date of opening of the quotation.
9. Rate must be quoted compiling all the items mentioned above. No separate quotation will be entertained for different items.


Schedule of Tender:

- 1) Date, time and venue for submission of Application : 31/07/2019 to 02/08/2019 upto 2 p.m. at the Chamber of ADM (Try), North 24 Parganas
- 2) Date, time and venue for Issue of Quotation : 02/08/2019 to 05/08/2019 upto 4 p.m. at the Chamber of ADM (Try), North 24 Parganas
- 3) Date, time and venue for Dropping the Quotation : 06/08/2019 upto 3 p.m. at the Chamber of ADM (Try), North 24 Parganas
- 4) Date, time and venue for opening the Quotations : 06/08/2019 at 4 p.m. at the Chamber of ADM (Try), North 24 Parganas

Additional District Magistrate (Try)
North 24 Parganas

Copy forwarded for information & taking necessary action to:

1. The District Informatics Officer, North 24 Parganas, with a request to upload the matter in the North 24 Parganas District Website.
2. C.A to the District Magistrate, North 24 Parganas, with a request to bring the matter to the kind notice of the District Magistrate.
3. The NDC, North 24 Parganas.
4. Office Notice Board.


Additional District Magistrate (Try)
North 24 Parganas