



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

Memo No. 297/Kanya/N24P

Date - 16/07/2018

Quotation Notice

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, 2018 on urgent basis.

SL. No.	Name of Item	Specification	Quantity Required (Unit/Pcs./Lot.)
1	Main Gate	One gate to be erected at the entrance of Rabindra Bhavan-decorated with balloon, flower & flex with printed matter of Kanyashree day'2018.	1 lot.
2	Flex printing	Flex to be printed with matter of Kanyashree day'2018 to be used for decoration of two Kanyashree Stalls, Stage, Signage & entrance path of Rabindra Bhavan.	500 Sq. Ft.
3	Stalls	(10 X 12 Sq. Ft.) Stalls made of bamboo and cloth	2 Stalls
4	VIP Flower Bouquet	Follower bouquet made with multicolour flower to be provided to Special Dignitaries invited at the programme.	20 Pcs.
5	Water (20 Ltr. Jar)	Package drinking water (20 Ltr. Jar.) to be provided to participants of the programme.	25 Jar.
6	Water Jog	Water Jog made of good plastic material to be used for drinking water for the participants of the programme	As per requirement
7	Volunteer Badge	Cotton made badge with well decoration using Kanyashree Theme.	50 Pcs.
8	Invitation Card	Two fold invitation card printed with envelop with Kanyashree Theme Matter	100 Pcs.
9	VIP Tiffin	Veg & non-veg both item may be decided afterwards, packaging may be made with Kanyashree Theme matter.	250 Pcs.

Terms & Conditions

1. The quotation bidder must have up to date IT, PT, GST clearance certificate.
2. District Magistrate, North 24 Parganas reserves the right to accept or reject any quotation assigning without 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 Bhavan, Barasat, North 24 Parganas.
5. Damaged & defective items will not be accepted.
6. Bill will be paid after received of the adequate fund from the Govt. in this purpose.
7. This quotation will be valid 01(one) year from the date of opening of the quotation.

Schedule of Quotations:

- 1) Date, time and venue for submission of quotations : 18/07/2018 to 25/07/2018 upto 4 p.m. at the Chamber of ADM(Try), North 24 Parganas
- 2) Date, time and venue for opening the quotations : 25/07/2018 at 4 p.m. at the Chamber of ADM (Try), North 24 Parganas

Additional District Magistrate (Try)
North 24 Parganas

Date - 16/07/2018

Memo No. 297(3)/Kanya/N24P

Copy forwarded for information & taking necessary action to :

1. C.A to the District Magistrate, North 24 Parganas, with a request to bring the matter to the kind notice of the District Magistrate.
2. The NDC, North 24 Parganas.
3. Office notice Board.

Additional District Magistrate (Try)
North 24 Parganas