

OFFICE OF THE CHIEF EXECUTIVE OFFICER  
Fish Farmers Development Agency  
North 24 Parganas, Meen Bhawan, Barasat, Kolkata -700124

Phone : (033) 25523873 Email : [ffda.n24p@gmail.com](mailto:ffda.n24p@gmail.com)

Memo No. FFDA/Bst./North- 1184

Date: 10/09/2018

**NOTICE INVITING QUOTATION**

Sealed quotations are hereby invited by the Chief Executive Officer, Fish Farmer's Development Agency, North 24 Parganas from reputed agencies for supply of items mentioned below for conducting 4 (Four) days District Level Training programme on Fresh Water Aquaculture. The quotation shall remain valid for 180 days from the date of opening of the quotations.

The details of the items is as below-

Sl. No.	Item	Quantity/ No.	Estimated Rate (in Rs.)		Amount (Rs.)
			Figure	Words	
1.	Folder (Plastic Button)	140 Nos.	20.00 / Pcs.	Rs. Twenty/ Pcs.	2800.00
2.	Writing Pad (25 Pages)	140 Nos.	20.00 / Pcs.	Rs. Twenty/ Pcs.	2800.00
3.	Ball Pen	140 Nos.	15.00 / Pcs.	Rs. Fifteen/ Pcs.	2100.00
4.	Printing/ Photo copying of Course material (Approx 30 No. of Pages/ Set)	150 Set	50.00 / Set	Rs. Fifty/ Set.	7500.00
5.	Certificate Printing	150 Nos.	20.00 / Nos.	Rs. Twenty/ Pcs.	3000.00
6.	Documentation (Photos)	10 Nos.	10.00 / Nos.	Rs. Ten/ Pcs.	100.00
7.	Hiring Charge of Vehicle for 3 batches (50 seater Bus)	3 times	10,000.00 / batch/Trip	Rs. Ten thousand/ batch/Trip.	30,000.00
8.	Casual labour charge	4x3= 12 days	250.00 / days	Rs. Two hundred fifty/ day.	3000.00
(Rupees Fifteen one thousand three hundred) only.					51,300.00

**General terms and conditions, documents, date, time and venue for submission of quotation :**

- PAN Card and Income Tax Clearance / Tax Return (Assessment Year- 2017-18)
- GST Registration Certificate, Trade Licence , P-Tax certificate.
- Last date and time for submission of quotation 20<sup>th</sup> September up to 2.00 P.M.
- Date & time for opening of quotation 20<sup>th</sup> September at 3.00 P.M.
- The quotation along with terms and conditions can be seen in this office notice board on any working day (Monday to Friday) from 10.00 am to 5.00 pm. Quotation notice can also be seen and downloaded from the District Website i.e [www.north24parganas.gov.in](http://www.north24parganas.gov.in).
- The quotations completed in all respect must be submitted in this office before date and time mentioned above. The quotation can be put in the box kept for this purpose in the chamber of the Chief Executive Officer, Fish Farmer's Development Agency, North 24 Parganas, on all working days till the last time of submission.
- The items have to be supplied at Meen Bhaban, Barasat.
- The quotation shall have to be submitted as per Annexure-I as enclosed herewith. No other format shall be accepted.

9. Quotation rate should be on total estimate cost. Quotation rate on estimated of individual item shall not be accepted.
10. Supply should be made within 15 days from the date of receipt of the supply order.

Enclosure : copy of Annexure-I

*Sd/*  
Chief Executive Officer  
Fish Farmer's Development Agency  
North 24 Parganas

**Memo No. FFDA/Bst./North- 1184/9**

**Date: 10/09/2018**

Copy forwarded for information and taking necessary action to :

1. The Sabhahipati, North 24 Parganas Zilla Parishad.
2. The Karmadhakya, Matsa-O-Prani Sampad Bikash Sthayee Smity, North 24 Paraganas Zilla Parishad.
3. The Director of Fisheries, West Bengal, 31, G.N. Block, Sec-V, Salt Lake City, Kolkata- 700 091.
4. The District Magistrate, North 24 Parganas.
5. The Addl. Director of Fisheries, Tech., Director of Fisheries, wwest Bengal.
6. The Dy. Director of Fisheries, Kolkata Zone.
7. The District Information & Cultural Officer, North 24 Parganas.
- ✓ 8. The District Information Officer, NIC, North 24 Parganas for publication in the district website.
9. Notice Board.

*A. M.*  
Chief Executive Officer *10/09/18*  
Fish Farmer's Development Agency  
North 24 Parganas

**Annexure- I**

Sub : Supply of items for conducting 4 (Four) days District Level Training Programme on Fresh Water Aquaculture at Barasat, North 24 Parganas :

1. NIQ No & date : \_\_\_\_\_
2. Name of the bidder / concern : \_\_\_\_\_
3. Nature of the concern : \_\_\_\_\_  
(i.e. sole proprietor or partnership firm or a company or a Gov. Department or a public sector organization )
4. Detail of PAN with photocopy of PAN Card : \_\_\_\_\_
5. Attested copy of Trade Licence : \_\_\_\_\_
6. Attested copy of GST Registration Certificate : \_\_\_\_\_
7. Attested copy of TI return of last 1 Year : \_\_\_\_\_
8. Period of validity of offer : \_\_\_\_\_
9. Any other information : \_\_\_\_\_

Sl. No.	Item	Specification	Rate offered (Rs.)
1.		As mentioned in NIQ	

Date \_\_\_\_\_ at \_\_\_\_\_

(Dated Signature of Quotation Bidder with Seal)

**UNDERTAKING**

1.I/ we undertake that I/we have carefully studied all the terms and conditions and understood the parameters of the proposed work of the Department and shall abide by them.

2. I/we also undertake that I/we understood "Parameters and Technical specifications for conducting the work mentioned in the NIQ No. stated above and shall conduct the work strictly as per these Parameters and Technical specifications for conducting the work"

3.I/we further undertake that the information given in this quotation are true and correct in all respect and hold the responsibility for the same.

(Dated Signature of Quotation Bidder with Seal)