



OFFICE OF THE MUNICIPAL COUNCILLORS OF BARASAT

RISHI BANKIM CHANDRA CHATTERJEE ROAD

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Date : 06 / 08 / 2016

Memo No. 585 - BM / 53 / 2016

From : Sri. Sunil Mukherjee,
Chairman, Barasat Municipality

QUOTATION

SEALED quotations are invited from reputed manufacturer, authorized distributors and renowned firm for purchase of the product mentioned below.

The rate quoters should submit their quotation along with the relevant documents like current IT, ST, PT, VAT. Trade license etc. An amount of Rs. 10,000/- (Rupees ten thousand) only, in cash will be deposited as earnest money in this office and copy of M.R. in original should be attached with quotation, failing which quotations will be rejected. Earnest Money will be refunded to the lowest rate quoter after 15 days or adjusted at the time of final payment and unsuccessful quotationer's earnest money may be refunded on demand. In the earlier quotation who has already deposited the earnest money, need not deposit earnest money, they will only submit the copy of receipt along with the fresh quotation.

Successful rate quoter should be ready to supply the products for period of 1(one) year from the issue of the work order failing which the earnest money will be forfeited and the unsuccessful quotationer's earnest money may be refunded on demand within 15 (fifteen) days. Rate should be quoted inclusive of all taxes.

Last date of Submission on or before: 26/08/2016 upto 2.00 p.m.

Date of Opening: 3.00 p.m. on the same date.


The Municipal authority reserves the right to accept or reject the quotation/s or total tender process without assigning any reason.

Details of the product are as follows:

<u>S.L NO.</u>	<u>Particulars</u>
1.	Steel Almirah (78" x 38" x 21") with 20 gage iron sheet
2.	Steel Almirah (78" x 34" x 21") with 20 gage iron sheet
3.	Steel Office table (3' x 2')
4.	Steel Office Table (4' x 2 1/2')
5.	Steel Office Rack six (6) self, Three (3) side covered with 18 gage iron sheet
6.	Wooden Chair with arm
7.	Wooden Chair without arm
8.	School Bench (22" High Bench) leg sall wood & sirish wood top
9.	School Bench (16" Low Bench)

No conditional quotations will be accepted. Rate should be inclusive of all taxes. No further claim will be entertained.


The authority should reserve the right to accept or reject the quotation/s at all tender process without information or any further notice.


Chairman
Barasat Municipality
Chairman
Barasat Municipality
Nabanita Ghosh
6/8/16
Date- 06/08/2016

No. 585(1-9)-BM/53/2016-17

Copy forwarded for information and necessary action to:

1. The Executive Officer, Barasat Municipality
2. The Finance Officer, Barasat Municipality
3. The Advisor, Barasat Municipality
4. The Accountant, Barasat Municipality
5. The O.C- (General Store), Barasat Municipality
6. The Cashier, Barasat Municipality
7. The Head Clerk, Barasat Municipality
8. The Notice Board, Barasat Municipality
9. Website Barasat Municipality


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