



OFFICE OF THE BOLPUR MUNICIPALITY

BOLPUR, BIRBHUM, PIN – 731204

Chairman: Smt. Parna Ghosh

Vice Chairman: Omar Sekh

Email: bolpurmunicipality@gmail.com

Web: www.bolpurmunicipality.org

Fax: 03463-252501, Phone: 03463-252501

Memo. No. 2587 /BM/STORE/2024-25

Date 20 / 11 / 2024

Notice Inviting Quotation

Sealed Quotations are invited from bonafide suppliers, dealers, shop owners, Contractors as mentioned above having experience in similar type of work with credential of at 5(Five) years financially 40% of value of the work as tendered in single work order within last five years regarding supplying the following printing item for smooth functioning of various Parks and various sections in Bolpur Municipality as per following specification and the quotation rate should be given according to same.

Sl. No	Name/Type of Material	Srl No.	Quantity Required	Specification of Quotation rate (in Rs.)
1.	HAT COUPON	Srl No. 1 to 30000	30,000 Pcs. (300 Books)	100 Pages Per Book.
2.	M.R. BOOK	Srl No. 35001 to 50000	15,000 Pcs. (150 Books)	100 Pages Per Book.
3.	MAA CANTEEN COUPON	Srl No. 75001 to 100000	20,000 Pcs. (200 Books)	100 Pages Per Book.
4.	NETAJI MARKET COUPON	Srl No. 1 to 25000	25,000 Pcs. (250 Books)	100 Pages Per Book.
5.	DEPARTMENTAL REQUISITION SLIP	Srl No. 1001 to 2000 (Duplicate)	2000 Pcs. (10 Books)	100 Pages Per Book. (Duplicate)

The Quotation rate should be including CGST and SGST alongwith copy of GST,PAN, Trade Licence, IT Return, A/c Details and Credential Certificate all taxes and charges and 2% (i.e. minimum of less than Rs.1000/- Bank Draft of estimated amount) Earnest money to be deposit in favour of the Chairman, Bolpur Municipality, Bolpur, Birbhum in the form of Bank Draft/Pay Order on any nationalized Bank within Bolpur with the tender without. The separate Tender form also be filled up alongwith Quotation acceptable technical bid purchase from Bolpur Municipality, Cash Section. The last date & time of submission of Quotation is 29 Nov 2024 at 5-00 P.M. and Quotation opened up to 30 Nov 2024 at 12-00 P.M.

The undersigned reserves the right to accept or reject any Quotation/all quotations without assigning any reasons thereof.


Chairman
Bolpur Municipality

Copy forwarded for information with the request for wide publication to:

1. The Sub-Divisional Officer, Bolpur, P.O- Bolpur, Dist- Birbhum
2. The B. D. O, Bolpur-Sriniketan Development Block, P.O- Sriniketan, Dist- Birbhum
3. It -Co-Ordinator-please upload this notice in our website
4. This Office Notice Board

Copy to: (i) Executive Officer, (ii) Finance Officer, (iii) Head Clerk, (iv) Sanitary Inspector (v) Accountant, (vi) Store Keeper of Bolpur Municipality



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Sealed Quotations are invited from bonafide suppliers, dealers, shop owners, Contractors etc as mentioned above having experience in similar type of work with credential of at 5(Five) years financially 40% of value of the work as tendered in single work order within last five years regarding supplying of Stationary/Expendable items Various Section/Branch under Bolpur Municipality as per following specification and the quotation rate should be given according to same.

S/NO	NAME OF ITEMS	REQUIRED QUANTITY	Specification of Quotation rate (in Rs.)
1	A4 PAPER	100 Rim.	Per Rim.
2	A5 PAPER	20 Rim.	Per Rim.
3	PEN U/T BLUE	300 Pcs.	Per Piece.
4	PEN U/T RED	60 Pcs.	Per Piece.
5	PEN U/T GREEN	40 Pcs.	Per Piece.
6	PEN U/T BLACK	150 Pcs.	Per Piece.
7	4 FOLDER FILE COVER	300 Pcs.	Per Piece.
8	WHITENER	36 Pcs.	Per Piece.
9	DUSTER	60 Pcs.	Per Piece.
10	INK PAD	24 Pcs.	Per Piece.
11	ALPIN	06 Box.	Per Boxes.
12	NOTE BOOK	24 Pcs.	Per Piece.
13	A4 LAMINATION PAPER	03 Rim.	Per Rim.
14	GEMS CLIP	60 Pkt.	Per Packet.
15	PEN GEL GREEN	24 Pcs.	Per Piece.
16	CARBON BOTH SIDE	12 Pkt.	Per Packet.
17	FILE ROAP BINDING	36 Pcs.	Per Piece.
18	FEVI STICK	36 Pcs.	Per Piece.
19	CELOTAPE	36 Pcs.	Per Piece.
20	NOTE SHEET FILE (TWO FOLDER)	200 Pcs.	Per Piece.
21	WATER SPONGE	12 Pcs.	Per Piece.
22	GURDER	03 Kg.	Per Kg.
23	INK FOR PAD (BLUE)	24 Pcs.	Per Piece.
24	REGISTER 20 NO	12 Pcs.	Per Piece.
25	COLOUR FLAG	60 Pcs.	Per Piece.

26	ROOM FRESHNER	12 Pcs.	Per Piece.
27	NAPHTHALENE	03 Kg.	Per Kg.
28	LOCK & KEY	12 Pcs.	Per Piece.
29	AADHAR CARD LAMINATION PAPER	06 Pkt.	Per Packet.
30	PLASTIC ROPE	06 Kg.	Per Kg.
31	GEMS CLIP (STEEL)	12 Pkt.	Per Packet.
32	WHITE BOARD MARKER	12 Pcs.	Per Piece.
33	PERMANENT MARKER (THIN)	12 Pcs.	Per Piece.
34	PERMANENT MARKER (THICK)	12 Pcs.	Per Piece.
35	SIDE BAG	12 Pcs.	Per Piece.

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[Signature]
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