



सत्यमेव जयते

GOVT. OF WEST BENGAL
OFFICE OF THE D.P.C. (MGNREGA)

&

DISTRICT MAGISTRATE, ALIPURDUAR

(E-mail: mgnrega.apd@gmail.com)



Memo No. 463 / MGNREGA

Date: - 10/08/2018

NIQ NO.:- 02/MGNREGA/2018-19

NOTICE INVITING QUOTATION FOR PRINTING & SUPPLY OF MEASUREMENT BOOK

Sealed quotations in respective letter head of the farm are invited from bonafide farms / agencies having experience or credential of working with Government departments / Undertakings / Agencies as per the specifications of the quality displayed, and fulfilling of the terms and conditions stated hereunder.

Specifications of the required items:-

Sl No	Name of the Articles	Unit	Specification
1	MEASUREMENT BOOK	2,500 BOOKS	As displayed in District MGNREGA Cell, Alipurduar

Terms and Conditions

1. The quotation to be submitted by 1.00 pm on 20th August, 2018 & the same will be opened at 4.00 pm on same day.
2. One sealed envelope containing the "Technical & Financial Bid" should be addressed to "The District Programme Co-ordinator, MGNREGA-WB, Alipurduar" and should be superscribed as "Quotation for Printing & Supply of Measurement Book".
3. Sealed quotations are to be dropped in the drop box kept in the, MGNREGA Cell, Alipurduar on all working days within working hours. Quotation received through any other means will not be accepted.
4. The applicants should provide Earnest Money of ₹Rs. 25,000.00 (Rupees Twenty Five Thousand Only) in the form of Bank Draft made after the date of the notice from any centralized bank in favour of the District Programme Co-ordinator, MGNREGA, Alipurduar.
5. The applicant must have agency for supplying Govt. goods of at least an amount of Rs. 1.00 lakh (single work) within last 03 years and must have valid GSTIN certificate, latest Income Tax return, trade license, PAN card on the date of issue of this notice. Copy of all the relevant documents must be enclosed with the quotation.
6. The under signed reserves the right to relax and any of the aforesaid criteria, on any stage of tender process with or without citing specific ground.
7. Rate quoted should be inclusive of all duties, taxes and other levies. Tax as per provision will be deducted from the bill.
8. The unit price quoted against each item must be written or typed neatly. Corrections, if any should be properly authenticated. Comparative rate analysis will be made in total for unit price of all the items. Incomplete offer will be rejected.

9. The offer quoting the lowest rate will generally be selected for supplying the total items.
10. The work shall have to be completed within 15 days from the date of issue of work order.
11. Payment will be made after full receipt of the supplied materials in good condition at the stipulated site.
12. The under signed reserves the right to cancel any or all the applications, without showing any reason thereof.

Nay
13/8

**District Programme Co-ordinator
MGNREGA, Alipurduar
&
District Magistrate
Alipurduar**

Memo No. 463/1(7)/MGNREGA

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Copy Forwarded for information & wide circulation:-

1. The Savadhipati, Zilla Parishad, Alipurduar
2. CA to District Programme Coordinator, Alipurduar
3. PA to Addl. District Programme Coordinator, Alipurduar
4. CA to Sub-Divisional Officer, Alipurduar (Sadar)
5. Office Notice Board, MGNREGA-WB, Alipurduar
- ✓ 6. PM-MIS with the request to upload the same in the office Web Site (www.mgnregaalipurduar.org)
7. The DIO-NIC, with the request to upload the same in official Website of the District.

Nay

**District Programme Co-ordinator
MGNREGA, Alipurduar
&
District Magistrate
Alipurduar**