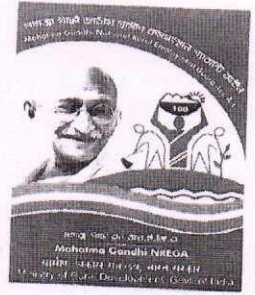




सत्यमेव जयते

**GOVT. OF WEST BENGAL
OFFICE OF THE D.P.C. (MGNREGA)
&
DISTRICT MAGISTRATE, ALIPURDUAR
(E-mail: mgnrega.apd@gmail.com)**



Memo No. 666 / MGNREGA

Date: 27 / 11 / 2020

NIQ NO.:- 03/MGNREGA/2020-21

NOTICE INVITING QUOTATION FOR PRINTING & SUPPLY OF JOB CARD

Sealed quotation in respective letter head of the firm are invited from dealers/ agencies/ companies having experience or credential of working with Government departments / Undertakings as per the specifications stated, and fulfilling of the terms and conditions stated hereunder.

Specifications of the required items:-

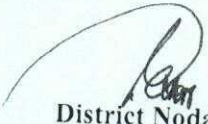
| Sl. No. | Particulars | Specification | Quantity (in nos.) |
|---------|-------------------------------|--|--------------------|
| 1. | Printing & Supply of Job Card | <p>Size of the Job Card – A5. The book will contain 30 pages excluding the cover pages.</p> <p>Cover Pages: 300 GSM glossy card (300 DPI, premium) & laminated with multi colour printing.</p> <p>Inner Pages: 30 pages of 90 GSM Maplitho paper, single colour printing & 85% brightness. Specimen as displayed in the office notice board of the MGNREGA Cell, Alipurduar and as per the written material thereon.</p> | 12,000 nos. |

Terms and Conditions

1. The quotation documents are to be submitted by 1.00 pm on 07th December, 2020 & the same will be opened at 3.00 pm on same day.
2. Sealed envelopes containing the "Bid" should be addressed to "The District Programme Co-ordinator, MGNREGA-WB, Alipurduar" and should be super scribed as "Procurement of Office Printers".
3. The rates quoted should be considered as inclusive of all taxes and charges whatsoever.
4. The work is bound by the terms and conditions as mentioned in the quotation or its appropriate byelaws along with the specifications.
5. Conditional quotation will not be accepted.
6. The applicant must have supplied good to the Govt. department for at least an amount of Rs. 10,000.00 (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 tender documents.

7. The quotations which do not fulfill the above conditions or challenging in any respect will be rejected.
8. The acceptance of the quotation will rest with the accepting authority who does not bind himself to accept the lowest rate and reserves all rights to reject in part or full one or all tenders received without assigning any reason thereto.
9. Sealed quotation are to be dropped in the drop box kept in the MGNREGA CELL, ROOM No.- 203, Dooars Kanya, Alipurduar on all working days within working hours. Quotation received through any other means will not be accepted.
10. The work shall have to be completed within 07 days from the date of issue of supply order.
11. Under any circumstance if any of the day or days of application / purchase / dropping of quotation as mentioned in the above time schedule are declared as holidays by the central / state Government the date of application / purchase / dropping of quotation as the case maybe, will automatically be the next working day and time will be the same. No separate notification will be published in this respect.
12. The quotation inviting authority reserves the right not to issue tender paper to any applicant, if the applicant fails to fulfill the above requirements without showing any reason.
13. The permission shall not be issued against any application sent by post / courier in any case. Intending bidders must produce credentials personally with similar nature/ type of work experience.

For further details intending applicants may contact with the MGNREGA Section, Room No.- 203, Dooars Kanya, Office of the District Magistrate, Alipurduar.

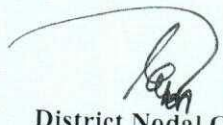

District Nodal Officer
MGNREGA-WB,
Alipurduar

Date:- 27 /11/2020

Memo No. 666 /1(7)/MGNREGA

Copy forwarded for information & with the request to make wide circulation & display in their office Notice board:

1. The Sub-Divisional Officer, Alipurduar (Sadar)
2. PA to District Magistrate & DPC, MGNREGA, Alipurduar
3. PA to Addl. District Magistrate (D) & ADPC, MGNREGA, Alipurduar
4. PA to Addl. District Magistrate (G), Alipurduar
- ✓ 5. Official Website (www.mgnregaalipurduar.org)
6. Office notice board, MGNREGA Section, Office of The District Magistrate, Alipurduar.
7. Office notice board, Nezarath Section, Office of The District Magistrate, Alipurduar.


District Nodal Officer
MGNREGA-WB,
Alipurduar