



Government of West Bengal
Office of the MSVP, Malda Medical College & Hospital
PS- English Bazar, Malda - 732101
E_mail: msvpmlmch@gmail.com

Memo No-1469/MLDMCH

Dated, Malda, the 13-03-2023

NOTICE INVITING QUOTATION

Sealed quotations are invited from reputed firms for supply of essential Contingency articles which are urgently required for office of the MSVP, MMC&H, Malda.

A. General Information about the Quotation:

- (a) Office of Issue : Office of the MSVP, MMC&H, Malda.
(b) Place of Opening the Quotation : Office of the MSVP, MMC&H, Malda.
(c) Address for communication : Same as above (a)

Terms & Conditions of The Quotation

Date of submission of Quotation:-13/03/2023 during office hours to 19/03/2023 till 1pm. Quotation will be opened on 20/03/2023 at 1 pm at the office of the undersigned.

B) Technical Bid :

(i) Minimum Eligibility Criteria :

1. Trade license up to date.
2. GST.
3. P. Tax certificate & Paid Challan up to date.
4. PAN Card.
5. Income Tax Return of last three (3) years.
6. Credential Certificate of similar experience from any reputed organization at least 3 years.

D) Financial Bid :

1. Rates should be quoted neatly typed in figures per unit with delivery & all charges including GST. Any deviation of Proforma will be treated as cancelled.
2. Validity of Quotation: one years from the date of award of Quotation in case of no abnormal price fluctuations. The procurement will be made in phased manner or at a time as per requirement during validity.
3. The Quotation Committee reserves the right of cancellation, adding, reducing or deleting the Quotation in total or in partial without assigning any reason thereof.
4. Total rate quoted for all one items together will be considered for evaluation. Purchase order may be placed to any type of menu as per requirement.
5. Bidders may visit the websites <https://www.malda.gov.in> & www.wbhealth.gov.in Bid
6. Documents will be procured from MSVP office, MMC&H, Malda. Any subsequent notice regarding this Quotation shall be uploaded on the website only.
7. Quotation will be in two parts separately - i) Technical & ii) Financial. Only qualified technical bid will be considered for opening of financial bid
8. Rate offered by the bidders must be at par with the prevailing market rate.

Essential Contingency articles:-

Sl No.	Item Name	Unit
01	Battery pencil A4 Size	2000 PCS Approx
02	Small binding copy no-08, 150 sheet/copy	250 PCS Approx
03	Binding register no-12 (180 sheet/register) Size-13 inch x 08 inch	150 PCS Approx
04	Binding register no-20 (320 sheet / register) Size-13 Inch x 08 inch	100 PCS Approx

If the last day for receiving quotation is declared a holiday, the next working day at the same time will be the last date & time for the receipt of quotation.

P.M. 13-03-2023

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL MALDA
MEDICAL COLLEGE & HOSPITAL
MALDA

Dated, Malda, the 13.03.2023

Memo.No- 1469 / MLDMCH / 1 (10)

Copy Forwarded to:-

1. The D.H.S. West Bengal, Swasthya Bhvan, Saltlake City, Kol-91.
2. The District Magistrate, Malda
3. The Principal, MMC, Malda
4. The ADM (G), Malda.
5. The Additional Medical Superintendent, MMC&H, Malda.
6. The Accounts Officer, MMC&H, Malda.
7. Assistant Superintendent (NM), MMC&H, Malda
8. The DIO NIC. with request to upload the same in the district website.
9. The In-Charge, IT Cell, Department of Health & Family Welfare, Swasthya Bhawan, GN- 29, Sector- V, Salt lake City, Kolkata-700091 With request to upload the same in the department's website.
10. Guard file.

P.M. 13-03-2023

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL MALDA
MEDICAL COLLEGE & HOSPITAL
MALDA

(QUOTATION APPLICATION FORM)

To
The M.S.V.P
MMC&H, Malda

Sub: - Submission or rate your invited Memo No

Sir,

As per your invited Memo No-
submitting our best possible rate.

Dated-

we are

ESSENTIAL CONTIGENCY:-

SL NO	NAME OF ITEM	Unit	Rate should be quoted including all charges
01	Battery pencil A4 Size	Per Pes	
02	Small binding copy no-08, 150 sheet/copy	Per Pes	
03	Binding register no-12 (180 sheet/register) Size-13 inch x 08 inch	Per Pes	
04	Binding register no-20 (320 sheet / register) Size-13 Inch x 08 inch	Per Pes	

Thanking You

Respectfully