



GOVERNMENT OF WEST BENGAL

Office of the Superintendent

Abinash Dutta Maternity Home

109, B. K. Paul Avenue, Kolkata-700 005.

Memo No. ADMH/2020/173

Dated 05/03/2020

**QUOTATION NOTICE**

Sealed Quotations are hereby invited from reputed firms for the purchasing of (A)Stationary,(B)Forms,(C)Miscellaneous Articles for this institution for one year from the date of opening. Quotation form can be obtained from the Store office on any working day between 12:00 noon to 2:00 P.M from 25<sup>th</sup> March 2020 to 28<sup>th</sup> March 2020 up to 2:00 P.M by submitting quotation fee Rs. 500/- ( Non-refundable) along with a written application.

Quotation must be submitted on & before 30.03.2020 at 2:00 P.M and will be opened on the same date at 3:00 P.M

**The bidder should note following points:-**

1. The tenders should be in two parts (Part-I: Technical Bid & Part-II: Financial Bid). Technical Bid and Financial Bid must be submitted in separate sealed envelope to be Kept in another sealed cover envelop.
2. The technical bid must be accompanied with the attested photocopies of up to date Sale Tax, Trade License, Current I.T. clearance, PAN, GST, etc.
3. Financial Bid will be opened for those agencies who have qualified in the Technical Bid.
4. Supply should be executed only on credit.
5. Rate will be quoted both in words and in figures at the schedule column.
6. Earnest money amounting to Rs.10,000/- (Rupees Ten thousand only), must be deposited in original FDR or Demand Draft from Nationalized Bank in favour of W.B.S.H & F.Welfare Samity, ADMH, Kol-700005.
7. Rate should be quoted including delivery charge.
8. Supply shall be affected within **15(fifteen) days** from the date of receipt of order.
9. Rate should be valid up to one year from the date of acceptance.
10. The Tender Committee reserves the right to reject any or all tender without assigning any reason thereof.
11. No change of rates will be accepted once tender is submitted.
12. Copy of current G.S.T & Income Tax clearance certificate.
13. Copy of valid Profession Tax.
14. Supply should be made on door delivery basis.
15. Quotation should mention their name full address, telephone/mobile no/fax number/E-mail address (if any).
16. Rate quoted against each item should include all sorts of taxes and charges. No extra payment will be made other than quoted rate for any other causes.
17. Each and every page of the quotation documents must be signed under proper seal.
18. Sl. No. must be quoted strictly as per serial given by the ADMH authority.
19. Procurement will be made as and when supply not made available from CMS approved firms.
20. Tender forms & List of items with Specification will be available from the office of the superintendent of ADMH on & from 25.03.2020 to 28.03.2020

*slr*

Superintendent

Abinash Dutta Maternity Home  
109 B. K. Pal Avenue, Kolkata-05.

Memo No. ADHM/2020/173/1(5)

Date 5.3.2020

Copy to:

1. To the M.S.V.P. R.G.Kar. M.C.H. Kolkata.
2. Jt. Secretary (IT), Swsthya Bhawan, is requested for publication in website.
3. To the Store In-Charge. A.D.M.H. Kolkata.
4. To Accounts section. A.D.M.H. Kolkata
5. Notice Board. A.D.M.H. Kolkata.

*[Signature]*  
Superintendent

Abinash Dutta Maternity Home  
109 B. K. Pal Avenue, Kolkata- 5.

*[Signature]*  
5/3/2020