



Government of West Bengal  
Department of Health & Family Welfare  
Office of the Principal

Medinipur Medical College, Paschim Medinipur

Phone:- 03222-222400 Fax:-03222-274321 E-Mail:- prin\_midmch@wbhealth.gov.in

No. - MMC/

Date-

NOTICE INVITING QUOTATION

Sealed quotation are hereby invited from bonafide bidder for supply of following items for use of the Office of the principal MMC, on behalf of the Principal , Midnapore Medical college , Paschim Medinipur, & must reach Office of the undersigned on 16.11.2018 within 12.30 pm and the same will be opened on 16.11.2018 at 1.00 pm .

Nl.No.	Name of the item	Makes	Qty.	Rate (Rs.)	Name of the dept.	Execution period
1	Copier paper 70 GSM		100 rem.		Office of the Principal	As and when required
2.	Foolscaps paper (white)		100 desta		Office of the Principal	As and when required
3.	Printed Cover file four folds (poly coated)		500 nos.		Office of the Principal	As and when required

The contractors/agencies should have to abide by the following terms & condition:-

1. Rate must be quoted only in the original letter head of the bidder mentioning in figure and words categorically, as per proforma enclosed herewith the quotation Notice.
2. Quotation for the supply of printing and stationary must be accompanied with updated Tread licence in related field , PAN Card, GSTN , Last IT return of the contractor / agency.
3. Rate of printed cover file four folds (Sl. No.03) may be quoted as per sample available in Office of the undersigned. No alternation or change of specification is to

“মার্ঠে ঘাটে আর নয়, শৌচাগারেই শৌচ করব সবাই”  
“স্বাস্থ্যবিধান মেনে চলুন, নির্মল জেলা গড়ে তুলুন”



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be entertained. All the interested bidders have to produce the sample of all items as per specification of tender by 16.11.2018.

4. The undersigned reserves all the right to cancel/reject any or all quotation without citing any reason whatever.
5. Reputed firms must supply the articles within 7 days from the date of work order awarded.
6. Payment will be made by this office after satisfactory receiving of article by the store of this office on duly certified by the HOD/ In-charge of concern dept. after receiving of bill subsequently.
7. All the terms and condition is mentioned will have to be accepted by bidders no condition stipulated by the bidders accepted.

Memo No MMC...2963/1(10) Dated...05/11/18

*sdw*

Principal

Midnapore Medical College  
Paschim Medinipur

Copy forwarded for information and necessary action to:-

1. The CA to the Hon`ble Savadhipathy , Zelaparisad , Paschim Medinipur,
2. The CA to the Hon`ble District Magistrate, Paschim Medinipur,
3. The Sub -Divisional Officer , Midnapore Sadar ,
4. The Executive Officer , Midnapore Sader Panchayet Samity,
5. The Chairman , Midnapore Municipality ,
6. The CMOH , Paschim Medinipur,
7. The M.S.V.P., MMCH, Paschim Medinipur,
- ✓ 8. IT Cell , Dept of H&FW, Swasthya Bhavan , - for favour of posting this in the departmental website,
9. Notice board , MMC, Paschim Medinipur,
10. The Store keeper ,MMC, Paschim Medinipur

*sdw*  
05.11.2018

Principal

Midnapore Medical College  
Paschim Medinipur

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Proforma for rate quote

Sl.No.	Name of the item	Qty.	Rate (Rs.) Exclusive GST	GST	Total (Rs.)
1	Copier paper 70 GSM	Unit			
2.	Foolscaps paper (white)	24 pags per diste			
3.	Printed Cover file four folds (poly coated)	Number			

*Principal*  
5.11.2018

Principal  
Midnapore Medical College  
Paschim Medinipur

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