



Government of West Bengal
Office of the District Magistrate, Purulia
Swasthya Sathi Cell, Purulia

NOTICE INVITING QUOTATION

Rates are invited by the District Key Manager-RSBY/ Swasthya Sathi Cell, Purulia from reputed suppliers for purchase of the following articles for RSBY/ Swasthya Sathi Cell. Suppliers having capacity for supplying all three (03) items mention may submit their quotations as per terms & conditions mentioned below:-

SI No	Name of Specifications	Rate per Unit (in Rs.)
1.	Medium Sized banner 6'x3'	
2.	Medium large sized banner 8'x4	
3.	Leaflet	

Last date of Submission of quotations: 03/12/2018 by 2.00 P.M

Date of opening of quotations : 03/12/2018 by 3.00 P.M

Terms & Condition:

1. Rates should be quoted inclusive of all taxes, delivery & installation charges.
2. Suppliers must submit rate for all the 03 nos. Items, failing which the quotationers may be treated as rejected, subjected to decision of the competent authority.
3. The quotations should be submitted in sealed envelope in the drop box kept at the District RSBY/Swasthya Sathi Cell, office of the District Magistrate, Purulia.
4. Intending tenders should produce credentials for same nature of works in Government Sector of minimum value of 1.50 lakh in single work during last 2 (two) years prior to the date of issue of the tender notice. Only payment certificate (not work order) will be treated as Credential.
5. The quotationer will have to submit the following documents along with the quotation:
 - a) Self attested photocopy of valid GST registration certificate.
 - b) Self attested photocopy of valid trade license.
 - c) Self attested photocopy of PAN Card.
 - d) Up-to-date IT returns.

Quotations received without the above-mentioned documents will be summarily rejected.

6. The Bidder quoting the lowest rate, if all other conditions are satisfied, will be issued "Purchase Order".
7. Items will be delivered free at consignee's end including freight forwarding and under standard transit insurance clause that the purchaser will not pay separately for the insurance charges and it will be the contractor's responsibility for the safe arrival of goods in consignee's place.
8. Demonstration and installation (if necessary) of the items will be carries out free of cost at consignee's place.
9. The items should be supplied within 07 (Seven) days of receipt of purchase order.

10. Payment will be made only after supplying all the items in the "Purchase Order". No payment will be made for partial/incomplete supply of items.
11. If the lowest quotationer fails to supply the items within the stipulated time, the "Purchase Order" will be issued to the next lowest bidder and difference will be realized from the first (lowest) bidder.
12. All payments will be made in account payee cheque/ direct bank transfer only. Deduction will be made from the final bill as per existing Govt. Rules and regulations.
13. The participants in the quotation process may remain present personally or may send an authorized representative during opening of quotations.
14. If after opening of quotations or at a later stage it is found that the items do not confirm to the specifications. The quotation/purchase order will be summarily cancelled and no payment will be made in such cases. If such discrepancies are noted after payment, the vendor/supplier will be bound to return the full amount within 07 (Seven) days of cancellation of the purchase order.
15. Submission of quotation will imply that the quotationer will abide by terms and conditions of this "Notice Inviting Quotation".
16. In case of any dispute, decision of the District Authority will be final and bounding to all.
17. The District Magistrate, Purulia reserved the right to cancel/change/modify this notice completely or partially without giving any notice to anybody.

[Handwritten Signature]
22/11/18

Additional District Magistrate (ZP)
&
District Key Manager
Purulia

Dated: 22/11/2018

Memo No 157/4 /RSBY/SS
/11/2018

Copy forwarded for information to:-

- 1) The Nazareth Deputy Collectorate, Purulia.
- 2) C.A. to the District Magistrate, Purulia.
- 3) C.A. to the Additional District Magistrate (ZP), Purulia.
- 4) Office Notice Board.

[Handwritten Signature]
22/11/18

Additional District Magistrate (ZP)
&
District Key Manager
Purulia