

HOOGLHY CHINSURAH MUNICIPALITY

Enquiry No 25/S

Dated :- 17.08.2017

Sealed Quotation are invited from bonafide traders and resourceful as well as enlisted suppliers for urgent supply of following materials (Health Related Fund) . The rate should be quoted in the official letterhead both in figure and word mentioning clearly the rate per unit including all taxes and delivery charges . No overwriting in the rate will be entertained. The materials to be delivered at the store section of this municipality within the date mentioned in the work order. No transport cost will be allowed in this respect. Quotation papers should be dropped in the “Tender Box” kept with the O.S. as per following programme. Questioners sent by registered Post, within the time will also be entertained.

1. **Last date for submission of Quotation.**

Sealed cover containing the Quotation papers should be superscribed as” Quotation for “Stationary Article” will be received **up to 2 p.m. of 24.08.2017.**

Quotation paper:

Quotation will be opened on the same day at 3 p.m.

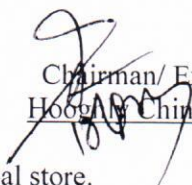
Questioners or their authorized representatives may remain present at the time of opening of Quotation at the chamber of the Finance officer.

2. Earnest money of Rs.2000/- in cash is to be deposited with the cashier of the municipality at the time of submitting tender and the money receipt will be attached with the Quotation paper.

The Chairman of the Municipality reserves the right to reject any tender in part or full without assigning any reason. He reserves the right to distribute the work order among two or more suppliers. In case of any dispute, decision of the Chairman will be final and binding upon all.

List of Materials

Sl. No.	Name of the material with brand name	Maker's name	Requirement
1.	Full scape paper (Cut from 17''x 27'' Andhra /Balapur Maplitho 8.6Kg. per ream).	Andhra / Balapur NSD	20 Ream.
2.	Eraz - Ex	Kores	60Nos. x 15 MI
3.	Rubber Stamp Ink	Kores	60Bottle x 50 MI
4.	Stepler – No. – 10	Kangaro	40 Nos.
5.	Pencil Carbon	Kores – SAPHAIRE	20 Box.
6.	Flat File (As per our specification)	Best Quality	1000 Nos.
7.	Stepler Pin – No. – 10	Kores	20 Box (per box 20pkt.)
8.	Fevigum 200ML.	Fevricol	36 Bottle
9.	Gems Clip (Bell Clip)	Bell Product	20 Box (per box 10 pkt)
10.	24'' x 24'' Duster (As per our specification)	Best Quality	50 Doz.
11.	Rulled Blank Register 100 Pgs.	Bharat Stationers	100 Book.


Chairman/ Executive officer
Hooghly Chinsurah Municipality

NB: i) All concerned are informed accordingly.

ii) Sample of all the above articles may be seen from the municipal store.

(iii) Purchase Chalan must be submitted.

Memo No. 4279/19//S-SG

Dated 17/8/ 2017

Copy forwarded for information and taking necessary action to :-

1. The Dist. Magistrate, Hooghly (Nazareth Section).
2. The S.D.O. Sadar, Hooghly.
3. The Sabhadhipati, Hooghly Zilla Parishad.
4. The D.I.C.O. (Rabindra Bhawan), Chinsurah, Hooghly.
5. D.I. – Primary, Hooghly
6. D.I. – Secondary, Hooghly
7. Deputy Director of local Bodies Hooghly.
8. The Chairman, H.D.P.S.C. Pipulpati Hooghly,
9. Vice – Chairman, HCM
10. Sri Gobinda Dasgupta, CIC,HCM,
11. Sri Partha Saha, CIC. (Health),HCM
12. Sri Sunil Malakar, CIC , (Water works), HCM.
13. Sri Shyama Prasad Mukherjee, CIC, (Accounts), HCM.
14. The E.O. HCM 15. The F.O. HCM 16. The O.S., HCM 17. Account. HCM 18. Web Site of HCM (www.hcm.net.in) 19. Office Notice Board.

