

"ANANDADHARA DISTRICT OFFICE"
WEST BENGAL STATE RURAL LIVELIHOOD MISSION (WBSRLM)
DISTRICT MISSION MANAGEMENT UNIT
DISTRICT RURAL DEVELOPMENT CELL
COOCH BEHAR ZILLA PARISHAD::COOCHBEHAR

Tel. No: 03582-222478, Fax-03582-229897, Email: pddrdc-cbr@nic.in/pddrdccbr@gmail.com
No. DRDC/COB/2019/ 9/1-50 Date: 05.09.2019

QUOTATION

Sealed quotation are hereby invited from the intending and bonafide suppliers for the supply of **Printing Items** (Copy enclosed) for the office of D.R.D Cell / DMMU, Cooch Behar for the financial year 2019-20 (September 2019 to March 2020).

Interested Agency/suppliers may submit their sealed rates mentioned separately (including all Taxes) on any working day within 4:00 p.m through speed post or By hand in the drop Box which will be kept in the office of the undersigned.

The last date of receiving the quotation is on 18.09.2019 (2:00 p.m). The quotations will be opened at 02.30 p.m on that day.

The undersigned does not bind himself to accept the lowest quoted rate or may reject any quotation without assigning any reason thereof.

Intending agency should submit Trade License, the latest IT Return, PAN, GST regarding Certificate, P.Tax Chalan and credentials of having performed similar type of works.

TERMS & CONDITIONS

- (1) Once rate is accepted there is shall not be any change in the rate through the year 2019-20.
- (2) Supply should be made within (10 days) of requisition.
- (3) There shall be no compromise on the quality specified or approved.
- (4) The undersigned reserve the right to return any item not found as per specifications.
- (5) Performance guarantee sum of Rs.20000.00 (Rupees twenty thousand) only (int. Free) to be deposited in case the quotation is accepted.

Additional District Mission Director, DMMU &
Project Director, D.R.D. Cell, Cooch Behar Z.P

No. DRDC/COB/2017/ 8/2(7)/1-51

Date: 5/9/19

Copy forwarded for information & request for wide publicity to:

- 1) The District Magistrate and District Mission Director, Cooch Behar.
- 2) The Additional Executive Officer, Cooch Behar Zilla Parishad
- 3) The Sub-Divisional Officer, Sadar, Cooch Behar
- 4) District informatics Officer, Cooch Behar with a request to upload the notice at District Web Portal.
- 5) The Chairman, Cooch Behar Municipality
- 6) Office Notice Board
- 7) Office copy.

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Additional District Mission Director, DMMU &
Project Director, D.R.D. Cell, Cooch Behar Z.P

List Of Printing Item

Annexure-C

1	Advance Register 100 Pages	
2	Attendance Register 100 Pages	
3	Cash Book 100 pages	
4	Cheque Register 100 pages	
5	Credit Vouchar 100 Pages	
6	Debit Vouchar 100 Pages	
7	Invelop Print White/Brown 14'x12'	
8	Envelope Print White/Brown 5'x11'	
9	Envelope Print White/Brown 9'x5'	
10	Flex Normal	
11	Flex Star Brand	
12	Flex Venior	
13	Ledger Book	
14	Note Sheet 100 Pages	
15	Order Book 100 Pages	
17	Revolving Fund Form per Page	
18	Stock Register 100 Pages	
19	Rebinding 100 Pages	
20	Invitation Card	
21	Cap for SHG	
22	I.Card	
23	Bill Register	


Addl. District Mission Director
DMMU & Project Director,
D.R.D. Cell
Cooch Behar Zilla Parishad

