NOTICE INVITING QUOTATION

NIQ No. 23/MS/2-3(SP), dated 25.02.2020

Name of Works: Printing of Survey & Monitoring Report of 2018-19 (64 copies) under SPAP and to be supplied at K.I.T Building, 3rd Floor, in the Office of the Divisional Forest Officer, Monitoring (South) Division, West Bengal.

Sealed Quotations are invited by the Divisional Forest Officer, Monitoring (South) Division, West Bengal & Head, Monitoring South DMU, K.I.T Building, 3rd Floor, P -16 India Exchange Place Extension, Kolkata 700073 from bonafide Contractor/Vendor/Suppliers, who have satisfactorily executed similar nature of works during at least 03(three) financial year in any Government and/or Statutory bodies at the competitive rate.

General Terms and Conditions

1. The intending participant will have to produce-
   Certificate of bona fide resourceful agency having 3 year experience of similar type of work in Govt./PSU Sector organization. P.Tax Registration no. & Current Challan, I.Tax Return for last 2 years, PAN, Trade License, P.T Clearance Certificate, GST Regn. No and Credentials.
   All the above to be attached with the application.
2. “Rate” should be clearly mentioned including all taxes etc. in the given format.
3. The works that to be undertaken is given in Annexure A with this notice.
4. All rate quoted must be firm and no revision in the price quoted is allowed after quotations are opened.
5. Payment will be made after successful completion of work through A/c payee cheque/ECS through PAO-I, Kolkata to the successful Quotationer as per extant Government Rules and Orders.
6. Regarding the work/ terms of payment and all other Terms and Conditions relating to the whole works, the decision of the Divisional Forest Officer, Monitoring (South) Division, West Bengal, is final and to be abide by.
7. Quotations in sealed envelop super-scribing the name of the work & NIQ no. on top of envelop should reach this office of the Divisional Forest Officer, Monitoring South Division, West Bengal by name, on or before 11.03.2020 up to 3 pm and open at 4 pm.
8. The Divisional Forest Officer, Monitoring (South) Division, West Bengal, reserves the right to accept and reject any quotation without assigning any reason and in this connection no change can be made including necessary drawing of the quotation.
9. No work order will be given unless there is placement of fund.

(Apurba Sen, IFS)
Divisional Forest Officer
Monitoring South Division
Schedule of Works

Name of Works: Printing of Survey & Monitoring Report of 2018-19 (64 copies) under SPAP and to be supplied at K.I.T Building, 3rd Floor, in the Office of the Divisional Forest Officer, Monitoring (South) Division, West Bengal.

Annexure-A for specification of Works
NIQ No. 23/MS/2-3(SP), dated 25.02.2020

The book will be in A4 size, All color Page, No of pages- 260 including cover page, All the pages except cover pages it is in 130 gsm glossy paper & Cover page is in 250 GSM glossy paper with lamination. Binding perfect, quantity- 64 copies.

Span of work-7 days from the date of issuance of Work Order

Rates should be including GST as applicable and also supplied at above said office.

(Apurba Sen, IFS)
Divisional Forest Officer
Monitoring South Division
Format of Application for quotation-

To  
Sri Apurba Sen, IFS  
Divisional Forest Officer,  
Monitoring (South) Division  

Sub.- Rate for. **NIQ No. 23/MS/2-3(SP)**, dated 25.02.2020  
for the work Printing of survey & monitoring report of 2018-19 (25 copies) under SPAP.

I am quoting rate of the work mention in the subject

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<th>Details of work</th>
<th>Rate including GST (in Rupees)</th>
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| The book will be in A4 size, All color Page, No of pages- 260 including cover page, All the pages except cover pages it is in 130 gsm glossy paper & Cover page is in 250 GSM glossy paper with lamination. Binding perfect, quantity- 64 copies. | 1. Rate per copy Rs.___________  
2. Total cost Rs.________________  
All the rate should be including of GST and any other tax |