SHORT TERM NOTICE INVITING QUOTATION (2\textsuperscript{nd} Call)

Sealed quotations are hereby invited from intending bonafide and reputed resourceful agencies having specialization for selling computer and accessories for at least three years. Agencies/Bidders who are interested in participating shall submit the rate along with copy of IT return (Assessment Year 2017-18), copy of PAN Card, trade license, certificate of experience.

| Name of Work | Supply of one (01) HP OfficeJet Pro 8026 All-in-One printer cum scanner |

### Schedule of Important Dates

<table>
<thead>
<tr>
<th>Particular</th>
<th>Date and time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of publication of quotation</td>
<td>04-09-2019 at 11:00 AM.</td>
</tr>
<tr>
<td>Last date &amp; time for submission of quotation paper</td>
<td>09-09-2019 at 2:00 PM.</td>
</tr>
<tr>
<td>Opening of quotation Paper</td>
<td>09-09-2019 at 3:00 PM.</td>
</tr>
<tr>
<td>Issue of work order</td>
<td>09-09-2019 after 3:00 PM.</td>
</tr>
</tbody>
</table>

### Important Notes:

1. Name of the work and due date of opening of quotation should be superscripted on the sealed cover of the quotation.
2. Rate should be quoted in figure as well as in words.
3. No quotation with price variation clause will be entertained.
4. Conditional quotation will not be accepted.
5. Existing WBFM will be considered for finalizing the acceptance of the quotation.
6. Payments will be made on submission of bill in triplicate with challans through proper channel.
7. The undersigned have all the rights to accept or reject any quotation or the entire quotation process without assigning any reason what so ever may be.

Additional District Magistrate (Dev.),
Murshidabad

Dated: 04/09/2019

Memo No. 1085/Planning.

Copy forwarded for information and with the request to display the Tender Notice for wide publicity.

1. The Sub Divisional Officer (All), Murshidabad.
2. DIO, NIC with a request to upload this tender notice in the District website.
3. The District Information and Cultural Officer, Murshidabad.
4. The Nezarat Deputy Collector, Murshidabad Collectorate, Murshidabad
5. CA to the DM, Murshidabad for kind information of the authority.
6. CA to the ADM (Gen.)/ADM (L.R.)/ADM (ZP.)/ADM (Dev.), Murshidabad.
7. Office Notice Board.

Additional District Magistrate (Dev.),
Murshidabad