

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE, JALPAIGURI
NRDDC Section

NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from bona-fide agencies /persons for **supply of Photo Papers size (A4) Qty 1, Cartage Ink Black(GT-51),Cyan(GT-52),Magenta(GT-52) and Yellow (GT-52) Qty 1** for one month at NRDDC Section, Jalpaiguri Collectorate for the purpose of Driving License of Motor Vehicles section of Jalpaiguri Collectorate. Estimated market rate & quantity of the said items is given below-

- 1) Photo Paper - 34 Pack
- 2) Colour Cartridge (i.e. Cyan, magenta, Black, Yellow) - 4 Cartridge

Intending agencies/ persons will have to submit item-wise rate by 15/03/2018(last date) within 3-00 P.M. in the box kept in the Office Chamber of the Deputy Collector-in-charge, NRDDC, Office of the District Magistrate, Jalpaiguri and which will be opened at 3:30 P.M. on the same day. **The intending agencies/persons will have to keep in mind that the work of Driving License of Motor Vehicles is important & time bound work and will have to be completed on regular basis and as per requirement of the authority.**

The following documents to be submitted with the quotation:

2. PAN Card
2. GST enrolment certificate.

The intending persons/agencies will have to follow the following terms & conditions:

TERMS & CONDITIONS

1. Rate will have to be quoted item-wise separately for Driving License Sheet printing and cutting.
2. No materials will be supplied from this end.
3. All the rates will have to be quoted inclusive of taxes.
4. No damage/lost or theft charge will be entertained.
5. The intending quotation(s) may remain present at the time of opening the Tender Box.
6. The concerned authority reserves the right to accept or reject any or whole of the quotations without assigning any reasons whatsoever and he will not be bound to accept the lowest rate offered by any of the agencies.
7. The authority will issue supply order from time to time according to requirement.
8. The authority reserves the right to cancel the selected agency at any point of time considering the dissatisfaction over execution of the work and select any other agency on the accepted/approved rate to carry the work.
9. No claim on account of fluctuation in rates of materials will be entertained by the office.

#init
08.03.2018
Additional District Magistrate (Dev)
Jalpaiguri

Memo No. *234* /NRDDC/2018

Date: *08.03* / Mar 2018

Copy forwarded for information, necessary action and wide circulation to:

1. The ADM & AEO, Zilla Parisad, Jalpaiguri
2. The RTO, Jalpaiguri for wide publicity
3. The NDC, Nazareth Section for publicity
- ✓* 4. The District Informatics Officer, NIC, Jalpaiguri to upload in district website
5. C. A to District Magistrate, Jalpaiguri
6. Office Notice Board

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Additional District Magistrate (Dev)
Jalpaiguri