



# HOWRAH MUNICIPAL CORPORATION

4, MAHA TMA GANDHI ROAD, HOWRAH - 711 101

Tel: (+91-33) 2638-3211-13; Fax: (+91-33) 2641-2613

Stores Department

NIQ No: **04/STORES/20-21**  
 Date: **06/04/2021**

Subj

As per Requirement of the Stores Department (Form Section) & Bally Office of H.M.C.

Apropos above, sealed Item-rate Quotations are invited for and on behalf of the Commissioner, Howrah Municipal Corporation from the reputed, bonafide Suppliers / Manufacturer / Agencies etc. by the undersigned for supply of the following Item as per General Terms & Conditions mentioned below

Sl No.	Particulars of Items	Quantity
1.	Water Connection Form- A. Size-18 1/2 " X 11 1/2 " White Colure Paper. Both Side Printing & 4 Pages Printing with Numbering & Folding. As per approve sample & specification.	60,000 Pcs Form.

### General Terms & Conditions :

- The Supplier should have proper and up-to-date Certificate of Entitled Trade License, T. T. & GST Certificate and necessary experience for similar work as mentioned above in previous years.
- The Quotation, addressed to the undersigned, should be made only in the printed Letter head of the Establishment under Stamp and Signature of the Proprietor/Authorized Signatory of the Firm. Quotation No. and date should invariably be mentioned thereon also on the top of the Sealed Envelope which will remain sealed till the date of opening.
- The rate to be mentioned in both figure and words and shall be inclusive of all taxes - duties and T. T. & R. at our present rates. No request for change in rate and particulars of items will be entertained after opening of the Quotation.
- Unconditional and firm quotation shall not be accepted.
- The contractor reserves the right to award the quotation, either partially or in full, without assigning any reason therefor.
- Last date of submission is **16/04/2021** up to **12:00 p.m.** The Quotation to be opened in Bally Office of the Stores Department and the Quotation will be opened at **15:30 hrs.** on the same day.

*Dasgupta*  
 06/04/21

OC (Stores),

Howrah Municipal Corporation

Date

Undt. Memo No.

Copy forwarded for information to:

- 1) Commissioner, Howrah Municipal Corporation.
- 2) Controller of Finance, Howrah Municipal Corporation
- 3) Chief Auditor, Howrah Municipal Corporation
- 4) Secretary, Howrah Municipal Corporation
- 5) HOD/IT, Howrah Municipal Corporation - with request to upload NIQ in the official Website of H.M.C.
- 6) N.W.C. Board.

Subscribed by  
*Joydutta Dasgupta*  
 06/04/2021

OC (Stores),  
 Howrah Municipal Corporation