



HOWRAH MUNICIPAL CORPORATION

4, MAHATMA GANDHI ROAD, HOWRAH - 711 103

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

Stores Department

N/Q No.

01/STORES/20-21

Subj.

As per Requirement of the Stores Department & Differents of H.M.C.

Date

06/04/2021

Appropos above, sealed Item-rate Quotations are invited for and on behalf of the Commissioner, Howrah Municipal Corporation from the reputed, bonafied 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.	BMR FILE. Size-13 1/2" X 11 1/2". Green Colure Board & Conner Eyeletting. One Side Printing. As per approve sample & specification.	6000-Pcs.

General Terms & Conditions :

- The Supplier should have proper and up-to-date Certificate of Enforced Trade License, E.T. & GST Certificate and necessary experience for supply of similar work as mentioned above in previous years.
- The Quotation, addressed to the undersigned, should be made only in the printed Letterhead of the Establishment under Stamp and Signature of the Proposer. Authorized signatures of the Proposer (Quotation No. and date should invariably be mentioned there in addition on the top of the Sealed Envelope which should be summarily rejected.
- The rate is to be mentioned in both figure and words and shall be inclusive of all taxes - duties and P.O.R. at our Store house. No request for change in rate and no correction of items will be entertained after opening of the Quotation.
- Intemperate and / or conditional quotation shall not be accepted.
- The Authority reserves the right to cancel the quotation, either partially or in full, without assigning any reason there of.

Last date of submission is 16/04/2021 up to 12.00 p.m. The Quotation is to be submitted in sealed envelope with the following details written on the top of the envelope and the Quotation will be opened in P.O.Box on the same day.

Howrah Municipal Corporation

Date

Encl: Memo No.

Copy forwarded for information to

- Commissioner, Howrah Municipal Corporation
- Controller of Finance, Howrah Municipal Corporation
- Chief Auditor, Howrah Municipal Corporation
- Secretary, Howrah Municipal Corporation
- HO(DIT), Howrah Municipal Corporation - with request to upload N/Q in the official Website of H. M. C.
- Notice Board,

Submitted By
Jogasree Roy
06/04/2021

Howrah Municipal Corporation