



**GOVERNMENT OF WEST BENGAL**  
*Office of the District Magistrate*  
*Minority Cell, Minority Bhavan, Jalpaiguri*

Email ID : [minority.mdajpg.cell@gmail.com](mailto:minority.mdajpg.cell@gmail.com)

Ph. No. 03561-224825

**NOTICE INVITING QUOTATION NO-01/DM(DOMA)/2017-2018**

Sealed quotations for the following items of works for "Setting up of wooden partitions for the meeting hall on 1<sup>st</sup> floor of Minority Bhawan at Sadar BDO office compound, Rajbari Para, Jalpaiguri" are hereby invited from the bona-fide contractors having credentials for setting up of wooden or ply door, window, partition wall and ceiling etc. The agencies have to furnish the quotation in their own pad and the same has to be dropped in a sealed cover addressed to the under signed along with the other specified documents on or before dated. **09/06/2017** up to **3 pm** in the tender box of this office according to the format enclosed with this notice. The tender box will be opened on the same date at **3:30 pm** in presence of the quotationer.

**Terms and condition**

1. The rate should be submitted in their own pad along with experienced certificate/payment certificate, copy of Pan card, professional tax clearance certificate duly attested along with the quotation. The quoted rate should be written clearly in the prescribed box otherwise it will be treated informal.
2. The rate should be inclusive of all charges i.e. transportation charges, sales tax, loading, unloading and other charges that may be involved here.
3. The work has to be executed in strict compliance of the specification and condition given in the item of work otherwise the same shall be rejected outright.
4. No conditional quotation will be entertained.
5. The quotationer will have to deposit earnest money amounting to Rs 1738.00 (2%) only in the form of DCR of Bank duly pledge in favour of the District Magistrate, Jalpaiguri along with the quotation and the earnest money will be converted into Security Money after acceptance. Balance 8 % Security Money will be deducted from the bill to constitute 10 % Security Money. The Security Money will be released after six months as per norms.
6. The successful quotationer will have to complete the work positively in all respect within 15(Fifteen) days from the date of commencement of work. The quotationer should execute an agreement in non judicial stamp worth Rs 10.00 just after acceptance of this quotation.
7. The undersigned does not bind herself to accept the lowest quotation(s) and reserve the right to reject any or all the quotations received without assigning any reason.

**NB: List of item of works for is enclosed herewith for reference.**

31.05.2017.

District Officer Minority Affairs,  
Jalpaiguri

Date : 31 / 05 / 2017

Memo No: 157/1(7) /MDA

Copy forwarded for information and with the request of wide circulation to:

1. The Sub Divisional Officer Sadar, Jalpaiguri.
2. The District Informatics Officer (NIC), Jalpaiguri.
3. The Post Master, Sub Post Office Rajbaripara, Jalpaiguri
4. Office Notice Board, Minority Section, Sadar BDO office Complex, Rajbari Para, Jalpaiguri.
5. The Account Section of this office.
6. CA to the District Magistrate, Jalpaiguri.
7. CA to the Additional District Magistrate (Dev.), Jalpaiguri.

31.05.2017.  
District Officer Minority Affairs,  
Jalpaiguri

