

OFFICE OF THE BOARD OF AUQAF, WEST BENGAL
6/2, MADAN STREET, KOLKATA-700 072

Memo No...2905.....

Date...26/11/18

QUOTATION NOTICE

Chief Executive Officer, Board of Auqaf, West Bengal, Kol-72, invite quotation in duplicate form for Printing of Diary Greeting Card & Calender'2019 of the office of the Board of Auqaf, West Bengal.

Quotation should be addressed to the undersigned and should be dropped in sealed Tender Box kept in this office within **10.12.18 from 11.30 A.M to 1.30 P.M** in sealed cover super scribed "Printing of Diary, Greeting Card & Calender'2019" in the capital letters. The name & the address of the quotationers shall be written on the cover in bold letters. Rate should be quoted for the items in Indian Rupees in figure as well as in words. Rate quoted should not exceed the Govt. rate prescribed in this regard.

Quotationers shall be opened in the presence of the quotationers or his/her authorized representative and the date of opening of quotationers is **10.12.18 at 2.30P.M.** in the chamber of the undersigned in presence of the Accounts Officer and Office Superintendent.

1. Quotation papers should be submitted with following documents:-

- Attested Xerox copy of valid Trade License for particular Trade.
- Attested Xerox copy of CGST/GST registered.
- Attested Xerox copy of Professional Tax Certificate.
- Attested Xerox copy of Income Tax Return for the year 2017-18.
- Credentials if any,.

2. If any quotation fails to comply with any terms conditions of the Tender his/ her Quotation paper is liable to be cancelled without any information.

3. The representative of the firm may contact the Accounts Officer for details and Specifications.

4. Acceptance of any offer is not obligatory. The undersigned reserves the right to reject or accept any offer without assigning any reason what so ever. The undersigned also reserves the right to change or alter the terms and conditions and his decision in all respect is final and binding upon all concerned.



Chief Executive Officer
Board of Auqaf, West Bengal

Copy forwarded for information to:

- Hon'ble Chairperson, Board of Auqaf, West Bengal.
- The Joint Secretary, Govt. West Bengal, MA & ME Deptt.
- The Secretary, W.B. Urdu Academy 75/2A Rafi Ahmed Kidwai Road, Kol-16.
- The Director of Madrasah Education, Govt. of W.B, Bikash Bhawan, kol-91.
- The Executive Officer, West Bengal State Haj Committee.
- The Register, Alia University DN-41, Sector V, Salt Lake, Kol-91.
- The Managing Director, West Bengal Minority Development & Finance Corporation. AMBER, DD-27E, Sector-1, Salt Lake, Kol-64.
- The Secretary, West Bengal Madrasah Board, Kol-16.
- The Secretary, Madrasah Service Commission.
- Accounts Officer, Board of Auqaf, West Bengal.
- Office Notice Board.

Chief Executive Officer
Board of Auqaf, West Bengal