



BALURGHAT MUNICIPALITY

SOVA MAJUMDER SARANI

BALURGHAT : DAKSHIN DINAJPUR

PH. NO : 03522 - 255450 / 255680 / 256930 / 255649 / 256931 / 255655

e-mail - bmpality@gmail.com / bmpality@hotmail.com

website : www.balurghatpurasava.webs.com

Memo No- 1639 /HS-20

Date:- 07.08.2025

NOTICE INVITING QUOTATION

Sealed Quotations are hereby invited by the undersigned from the local suppliers for supplying 600(six hundred) nos of Cap for Vector control programme engaged under "SWM" head of Sanitary & Conservancy section under Balurghat Municipality. Rate should be quoted for the item. The intending quotationers are requested to quote their rates both in figure and words and submitted to the receive counter of the Balurghat Municipality.

Terms and conditions:-

- The quotation must be submitted as per proforma cited below.
- The quotation should be submitted by the quotationer of his/her own letter head duly signed by him along with the required all papers of taxes.
- The quotation should be superscripted with Memo no. Date and the works to be done .
- The quotations should be submitted along with Copies of updated Trade license, ,PAN Card , IT , P.TAX & GST etc.
- The quotations to be submitted to the receive counter of this office on working days on or before 13.08.2025 by 2 P.M and the same will be opened at 3 P.M on 13/08/2025 last date where quotationers may remain Present.
- The undersigned will reserve the right to cancel the quotations without assigning any reason and not bound to accept the lowest rate.

Specifications of the Supplying items:

SL NO.	NAME OF THE ITEM	QUANTITY	QUALITY	SIZES	OFFER RATE PER PIECE	TOTAL AMOUNT INCLUDING ALL TAXES
02	CAP SKY BLUE IN COLOR WITH MUNICIPAL LOGO AND WRITTEN "BALURGHAT MUNICIPALITY" AT THE FRONT SIDE OF THE CAP.	600 NOS.	GOOD QUALITY	FREE SIZES		

Chairman
Balurghat Municipality

Memo no :- 1639/11031 /HS-20

Copy forwarded for information and with request to kindly arrange for displaying in the notice board to-

1. The District Magistrate, Dakshin Dinajpur, Balurghat.
2. The Sub-Divisional officer , Balurghat sadar, Dakshin Dinajpur.
3. The District Information & Cultural officer, Dakshin Dinajpur, Balurghat.

Date:-

07.08.2025

Chairman
Balurghat Municipality

Memo No 1639/1112 /HS-20

Copy forwarded for information to:-

1. The MCICs,.....Balurghat Municipality.
2. The Executive officer, Balurghat Municipality.
3. The Finance officer, Balurghat Municipality.
4. The Head clerk Balurghat Municipality
5. The Asst. Head Clerk, Balurghat Municipality.
6. The Accountant, Balurghat Municipality.
7. Receive section, Balurghat Municipality.
8. Notice Board, Balurghat Municipality for Display.

9. Sri Mrinmoy Das, IT support specialist / Sri Ramkrishno Sikder, IT coordinator, Balurghat Municipality , He is directed to upload the NIQ on the Municipal website.

Date:-

07.08.2025

Chairman
Balurghat Municipality