



Office of the Municipal Councilors of Bankura

Phone Nos.

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NOTICE

Notice Inviting Quotation

Memo no:

Date:

Sealed Quotation /Tender are hereby invited from bonafide Suppliers/Firms/Company for printing and binding of different Forms & Register of this office. Quotation must be received by the office within...26/03/2018.....at.....2.....P.M. positively And same will be opened on...26/03/2018... at4..... P.M. in the chamber of the Chairman Bankura Municipality.

The accepted rate will be valid from 1st April'2018 for the financial year 2018-19.

The under signed has reserve the right to accept or reject any of the quotation/ quotations without showing any reason. what so even and call further quotation/ tender Notice.

***NB: 1. The Earnest money Deposit Rs:- 10,000(Ten thousand only) must be paid at Cash Deptt. And original Money receipt attach with Quotation.**

2. Rate should be noted in word & figure and should be including all taxes.

3. All the articles to be delivered must be according to the sample. The representatives are advised to visit the sanitation department to inspect the sample.

4. Number of Pages of the items also should be mentioned.

Rates are invited for the following articles as per sample(best quality paper) which issued by this office as given below

Item and Specification:

1.Resident certificate book, 2.Income Certificate book 3.Cast Certificate book 4.Indigent book 5.Coucillor Name Pad book,(big & small) 5.Office Pad book 7.Tax Rate Receipt Book, 8.Trade Licence Form, 9.Birth Form, 10.Death Form, 11.Miscellaneous Receipt, 12.Cesspool Form, 13.Water Tank Form, 14.BS Diary, 15.B-Form, 16.E-F-G Form, 17.Mutation Form, 18.Tax Increase Form, 19.Plan from report sheet, 20.Oldage Form, 21.Handi Craft Form, 22.EODB Form, 23.NFBS Form, 24. Water connection form, 25.Stock Register, 26.Attendance Register, 27.Notice Hearing, 28.Chalan Book, 29.Ambulance Form, 30.PF passbook Cash, 31.PF ledger, 32.Tender Form, 33.Quotation Notice Book, 34.Building Form-A, 35.Water supply log book, 36.Cash Diary, 37.SHG form, 38.SHG ledger book, 39.Nulm form, 40.Nulm ledger book, 41.Assesment Register, 42.Mutation Register, 43.Mazdoor Leave Register, 44.Tax Deptt. Register, 45.Trade license Enlistment, 46.Miscellaneous Book, 47.Casual Attendance Register, 48.OPD treatment Card, 49.Notesheet Book, 50.Cashbook, 51.Report Book, 52.Peon Book, 53. Form-1, 54.Data Capturing format, 55.Miscellaneous form, 56.Line Inspector Diary, 57.Water supply Log book 58. Water supply Log Book, 59.Water Tanker Form, 60.Bill Book(Bulk water supply), 61.Requisition Form of casual staff,62. Monthly Sarkar Ledger, 63.TCS Daily collection Khata, 64.Chalan Khata.65. Trade license form.66.Burning Ghat money receipt book, 67.Cremation certificate book

Chairman
Bankura Municipality

Memo No. 4070(10)/Bm/17-18

Dated : 10/03/2018

Copy for information to :

- The District Magistrate , Bankura
- The Executive Officer, Bankura Municipality
- The Head Clark , Bankura Municipality
- The Accountant, Bankura Municipality
- The Sabhadhipati, Bankura Zilla parishad
- Notice Board, Bankura Municipality
- Respective file.
- Website of www.bankuramunicipality.org
- The Cashier, Bankura Municipality
- The Member, C.I.C. Public Health & Sanitation, Bankura Municipality

Chairman
Bankura Municipality

Chairman
Municipality