

**ELECTION URGENT**

**Government of West Bengal  
Office of the Panchayat Returning Officer  
&  
Block Development Officer  
Balurghat Development Block  
Balurghat, Dakshin Dinajpur**

Memo No. 1581

Date :- 10/04/2018

**NOTICE FOR INVITING SEALED QUOTATIONS.**

For smooth conduction of the Panchayat general Election 2018 sealed quotation in prescribed proforma for execution of the following works/supply are hereby invited by the undersign from resourceful bonafied owner of Restaurant. Hotel and contractors having experience in the same field of the works/supply during last five years.

**B. SCHEDUL DATE OF QUOTATION**

Date of Dropping/Submission Sealed Quotation  
Date of Opening of Sealed Quotation

: 16/04/ 2018 from 11.00 A.M to 2-00 P.M.  
: 16/04/ 2018 at 3-00 P.M.

**BRIEF DESCRIPTION OF WORKS.**


Sl. No	Name of the Work	Earnest Money	Remarks
1	1. Supply of Tiffin :- i) Luchi – 4 Pice ii) Rasogolla– 2 nos. iii) Alur Dom- 100gm 2.A) Supply of Dinner/Lunch:- i) Rice (Tulai Panji ) 150gm ii) Masur Dal iii) Patato Fry (25 gm) iv) Salad with Lemon 1 cut piece v) Local Fish Cary (Katla-not less than 75 gm.) B) i) Roti 4 Pice ii) Mutton ½ Plate	Rs 2000/	The earnest money should be deposited through Bankers Cheque/Bank draft/Pay Order in favour of The Block Development Officer, Balurghat Development Block, Balurghat, Dakshin Dinajpur. (the prescribed proforma will be available at Office within office hour by showing earnest money)  N.B.- * Supply of Tiffin will be not less than 500 packets. **Supply of Lunch and Dinner will be not less than 300 nos.

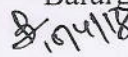
1. Rate should be quoted both in figures and words item-wise as per enclosed proforma in plain paper or letter head neatly type or handwritten..
2. Intending quotationer who will deposit earnest money may submit rate for works/supply.
3. Intending quotationer to enclose duly self attested photocopy of I Tax, P Tax, Pan and GSTN No. and other documents in support of their eligibility (credential of minimum Rs. 50,000.00 experience certificate from any competent authority)
4. Dully filled and signed in quotation along with all relevant documents and earnest money in sealed cover may be dropped in the sealed tender/quotation box kept at the office chamber of the undersigned. And the sealed quotation so dropped will be opened at 3pm. On the same day or any other day fixed by the authority. The participant's quotationers are requested to remain present at the time of the opening of the box.
5. Pre-conditional quotation, quotation not in prescribed proforma, erroneous or incomplete quotations will summarily be rejected.

SPECIAL TERMS AND CONDITIONS.

1. The successful questioner(s) herein after will be called as the agency should execute an agreement with the undersigned on a non-judicial stamp.
2. No extension of time will be allowed. Time of completion will be strictly followed.
3. Tiffin for DC&RC must be distribute among the polling personal and other person engaged in Panchayat General Election Duty 2018 from 7A.M. to 8A.M. for morning and from 4 P.M. to 5 P.M. at evening. Lunch must be distribute from 12 Noon to 1 P.M. and Dinner must be distribute from 8 P.M. to 9 P.M.
4. The agency himself or his authorized responsible representatives should remain present at the location of works round the clock to carry out all the instructions in the entire process till the Election is over.
5. The agency should provide and keep ready sufficient materials for taking up any addition or alteration to the assigned job.
6. The quantity of the works may be increased or decreased as and when necessary.
7. On completion of the supply work the agency should removed all the garbage from the premises at his own cost.
8. Any other information may be collected from the office of the undersigned.
9. The undersigned. Reserved the right to accept or reject any or all the quotation and can distribute the work among more than one participated quotationer without assigning any reason.

Encl: Prescribe Format.

  
Panchayat Returning Officer  
&  
Block Development Officer  
Balurghat, Dakshin Dinajpur.

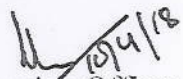


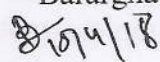
Date : - 10/04/2018

Memo No. 1581/1(13)

Copy forwarded for information to:

1. The District Magistrate, Dakshin Dinajpur.
2. The Addl. District Magistrate (G), Dakshin Dinajpur, Balurghat.
3. The Addl. District Magistrate (D), Dakshin Dinajpur, Balurghat.
4. The Additional Executive Officer, Dakshin Dinajpur Zilla Parisad.
5. The Sub-Divisional Officer, Balurghat Sadar.
6. The District Information & Cultural Officer, Dakshin Dinajpur.
7. The District Informatics Officer, National Informatics Center, Dakshin Dinajpur. With request to upload in official website of the district.
8. Jt. Block Development Officer, Balurghat Dev. Block.
9. The Officer-In-Charge, Infrastructure Cell for General Panchayat Election 2018 of this Block
10. The SAE, RWS, of this Office.
11. The SAE, AG-I, of this Office.
12. The Head Clerk of this Office.
13. The Notice Board of this Office.

  
Panchayat Returning Officer  
&  
Block Development Officer  
Balurghat, Dakshin Dinajpur.



**Supply of Tiffin, Lunch & Dinner for DC, RC and Counting Venue at Balurghat College and other places within Balurghat Block inconnection with Panchayat General Election-2018.  
(Prescribe Format)**

SI No.	Items of Supply	Unit	Offer Rate	
			Rs.	P.
1	1. Supply of Tiffin :- i) Luchi – 4 Pice ii) Rasogolla– 2 nos. iii) Alur Dom- 100gm	Each Packet		
2	2.A) Supply of Dinner/Lunch:- i) Rice (Tulai Panji ) 150gm ii) Masur Dal iii) Patato Fry (25 gm) iv) Salad with Lemon 1 cut piece v) Local Fish Cary (Katla-not less than 75 gm.)	Each Packet		
3	B) i) Roti 4 Pice ii) Mutton ½ Plate	Each Packet		

*Signature of the Agency/Supplier*

