



Asansol Municipal Corporation
Asansol : : Paschim Bardhaman
NOTICE INVITING QUOTATION

Memo No. 2763/PW/Eng/18

Date 20/03/18

Quotation Notice No. Q- 210/PW/Eng/18

Date 20.03.18

Sealed Quotations are invited by the Secretary, Asansol Municipal Corporation for the supply of a new Printer, Scanner, Mouse Pad, & 1 no. Quick Heal Antivirus at S.A.E Section in Engineering Dept. Head Office under Asansol Municipal Corporation from the reliable and resourceful supplier, shop owners and experienced in the particular type of supply.

Sl. No	Name of the work	Quantity	Rate to be Quoted	Time of Completion
01.	HP LASERJET PLUS PRINTER 1020.	1 No.		20 days
02.	Scanner with support OCR Function (HP Scanjet G-3110).	1 No.		20 days
03.	Quick Heal Total Security Antivirus for 1 user 1 year	1 No.		20 days
04.	Mouse Pad	1 No.		20 days

TERMS & CONDITIONS

1. The intending quotationers will have to produce up to-date valid Trade License, Credential, and GST along with quotations.
2. The offered rates should be inclusive of all taxes and other charges.
3. Taxes will be deducted from the bill of the supplied articles as per rules.
4. The quotations should be in sealed cover with mention of Quotation Notice No. and date of this notice and name of the work on the front side of the sealed covers. The rates should be offered in the form as stated above on their own pad.
5. The quotations should be dropped in the quotation Box kept in the Engineering Departments of Corporation on 20/3/2018 upto **2.00 p.m.** and the same will be opened on the same day at **3.00 p.m.** The intending quotationers may be present at the time of opening of quotations.
6. The authority reserves the right to accept or reject any or all quotations without assigning any reasons whatsoever.

Secretary 20/3/18
Asansol Municipal Corporation
Secretary
Asansol Municipal Corporation

Memo No _____

Dated _____

Copy to:-

1. Mayor, Asansol Municipal Corporation.
2. Commissioner, Asansol Municipal Corporation.
3. S.E., Asansol Municipal Corporation
4. R.O. / Convenor, Tender Committee, Asansol Municipal Corporation.
5. Member, T.C., Asansol Municipal Corporation
6. O.S., A.M.C., for publication in Local daily newspaper for a day only.
7. Sri. B.N. Gupta, I.T. Co - ordinator, for displaying in AMC. website.
8. The Notice Board, Asansol Municipal Corporation, Asansol Office.
9. Office Copy.



Secretary
Asansol Municipal Corporation.