



G.T.C

Office of the
Asansol Municipal Corporation
Asansol : : Burdwan
NOTICE INVITING QUOTATION

Memo No. _____

Date _____

Quotation Notice No. 72/Pw/Eng/17

Date 07/08/17

Sealed Quotations (superscribed with the name of work on the envelop) are invited by the Secretary, Asansol Municipal Corporation from reputed firm/ companies / Organisations for Online Data Entry and Entry of HFPOA & Annexure 7C and attachment of approved beneficiaries (provided by this Office) for the financial Year 2016-17 under Housing For All (HFA)_PMAY MIS.

Sl. No.	Description of Work	Total No. of Data Entry	Rate to be quoted (per Household)	Time of completion
1	Online Data Entry and Entry of HFPOA & Annexure 7C and attachment of approved beneficiaries for the financial Year 2016-17 under Housing For All (HFA)_PMAY MIS	15000 Nos.		1 Month

Terms & Conditions

1. The firm shall submit Xerox copy of valid Trade License, P.T. Credential certificate, at the time of application.
2. 2% of the quoted amount as Earnest money must accompany the quotationer in the form of Bank-draft in favour of Asansol Municipal Corporation, quotation not accompanying in earnest money will be rejected.
3. The quotationer must produce credentials of similar type of work executed having Work Order value of 40% of total quotation amount in a single Work Order. Agency needs to work in close consultation with concern Official of Asansol Municipal Corporation.
4. The agency has to work at Office premises only. No Official Documents can be carried out outside.
6. The necessary required Desktops and Laptops shall be provided by the agency.

5. The agency must be use their own internet access. No such facility will be provided by this Corporation.
6. Date of receiving duly filled in quotation paper (300 nos.) on 16/08/2017 upto 2.00 P.M.
7. Date of opening of Quotations on 16/08/2017 upto 2.00 P.M.
8. The Office does not bind itself to accept of the lowest or any quotation. The Office reserves the right to refuse the sale quotation documents to any party or to accept or reject any quotation without assigning any reasons whatsoever. The Office also reserves to right to split the job to more than one quotationer.

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**Secretary,
Asansol Municipal Corporation**

Memo No. 278/Pw/By/17 Dated 07/08/17

Copy to:-

1. Mayor, Asansol Municipal Corporation;
2. Commissioner, Asansol Municipal Corporation;
3. S.E., Asansol Municipal Corporation;
4. R.O., Asansol Municipal Corporation;
5. Office Superintendent, Asansol Municipal Corporation for publication in a Daily News Paper for a day only;
6. I.T. Co-ordinator, Asansol Municipal Corporation for display in Office Website;
7. Urban Planner & ~~Nodal Officer~~, RAY, Asansol Municipal Corporation;
8. The Notice Board, Asansol Municipal Corporation;
9. Office Copy.

31/07/17
Secretary,
Asansol Municipal Corporation
Secretary
Asansol Municipal Corporation

