



OFFICE OF THE
BERHAMPORE MUNICIPALITY

118 R.N. TAGORE ROAD BERHAMPORE, MURSHIDABAD

Ph. No.(03482-250012, 251299) FAX No.- 03482-251299, Toll Free No. - 1800345325

Website: www.berhamporemunicipality.org.in, E-mail Id: chairman.berhampore@gmail.com

MemoNo.: 261 /E-TEN/PWD/20/BM

Date: 08/12/2020

NOTICE INVITING QUOTATION

Sealed Quotations are invited by the Executive Officer on behalf of Administrator of Berhampore Municipality from bonafied, resourceful & reliable suppliers for supply of the following goods:-

Sl. No.	Particular	Specifications	Quantity	Unit
1	Secretariat Table	One Side 3 Drawers & Other Side Cupboard Unit with Shelf, Size: 54"x30"x30"	1	Nos.
2	Revolving chair	High back office chair	1	Nos.
3	Steel Almirah	72" height 30" width 18"depth; Material: MS Sheet of Best quality	1	Nos.
4	Intel Core i3 10th Gen Desktop	Core i3 10th Gen, Gigabyte motherboard, 4 GB DDR4, 1 TB hard disk, Monitor 18.5 inch(3 years warranty), Dos, WiFi with KB+Mouse	1	Nos.
5	Laserjet Multi-function Laser Printer	Multi-Function (Print, Scan, Copy) Printer Output - Black & White only, LaserJet Toner Cartridge (88A toner supported),	1	Nos.
6	Computer UPS	600VA	1	Nos.

The contractors are required to submit their quotations from 08/12/2020 to 16/12/2020 upto 1 P.M. by post/physical appearance in sealed separate envelopes to this office. The sealed quotations will be opened on 16/12/2020 at 2.00 PM in the office of the Executive Officer of Berhampore Municipality.

Terms & Conditions:-

1. The supply and delivery of above mentioned items should be completed within the 7 days.
2. The items should be of good quality and with minimum of one year of warranty period.
3. Quoted rate should be including all taxes.
4. Current Trade license, GST registration certificate, PAN card, current Professional Tax challan must be submitted along with quotation.
5. The goods should be delivered & installed as per direction of Berhampore Municipal Authority at no extra cost.
6. The payment will be release as per availability of fund.
7. The goods should be supplied as per specification directed by the authority of Berhampore Municipality at no extra cost.
8. The undersigned reserves the right to cancel/accept any quotation without assigning any reason thereof.
9. The quotation notice can be seen on official notice board of Berhampore Municipality.

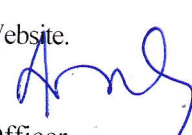

Executive Officer
Berhampore Municipality

Date: 08/12/2020

Memo No.:- 261 /1(6)/E-TEN/PWD/20/BM

Copy for warded for information and favour of wide circulation to:-

1. The Additional District Magistrate(Dev.), Murshidabad.
2. Sub-Divisional Officer (Sadar), Berhampore, Murshidabad.
3. The District Information & Cultural Officer, Berhampore, Murshidabad.
4. The Executive Engineer, Berhampore Division, M. E. Dte, Babulbona Road, Berhampore.
5. IT, Berhampore Municipality with a request to publish the notice on the Berhampore Municipality Website.
6. Office Notice Board


Executive Officer
Berhampore Municipality