



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No.: 4590/NKDA-14016/4/2020-IT SEC(NKDA)-NKDA

Dated: 08/09/2020

NOTICE INVITING QUOTATION

N.I.Q No.: 11/NKDA / Admn of 2020

Sealed quotations are invited from resourceful, bona-fide and experienced suppliers/agencies having knowledge in supplying and installation of similar nature work in Government Departments and working agencies of KMDA/NKDA/WB HIDCO /other Govt. Dept./PSU for such work as appended below.

1. SCHEDULE:

Sl. No.	Description	Qty	Unit
01.	Supply of Printing of Envelop for Business Club 120 GSM Color Cutting, Folding Punching, with color brochure.	1000	Pcs.
02.	Supply of Welcome Letter Color with 80 GSM	1000	Pcs.

2. IMPORTANT DATE:

Date of receiving quotations : 16.09.2020 upto 2-30 P.M.
Date of opening : 16.09.2020 at 3-00 P.M.

3. TERMS AND CONDITIONS

1. No conditional quotation shall be allowed.
2. Rate should be quoted both in figures and words.
3. Rate will be inclusive of all GST.
4. The deliveries must be made within 7 days intimation.
5. Payment will be made on supply of this item on submission of the Bill in Duplicate copies.
6. Rate will be valid for one year.


Administrative Officer - I

New Town Kolkata Development Authority

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Copy forwarded for information and necessary action to:

1. The Chief Executive Officer, NKDA
2. The Finance Officer, NKDA
3. The General Manager, NTBC
4. Notice Board.
5. Official Website. (www.nkdamar.org)


Administrative Officer - I

New Town Kolkata Development Authority

Financial Bid
[In letter head]

SCHEDULE:

Sl. No.	Description	Qty	Unit	Rate (Rs.)	Amount (Rs.)
01.	Supply of Printing of Envelop for Business Club 120 GSM Color Cutting, Folding Punching, with color brochure.	1000	Pcs.		
02.	Supply of Welcome Letter Color with 80 GSM	1000	Pcs.		
Total Rs.					
(Rupees)					

Yours Faithfully

Signature

Name:

Designation:

Office Address: