



"ANANDADHARA" DISTRICT OFFICE

DISTRICT MISSION MANAGEMENT UNIT & DISTRICT RURAL DEVELOPMENT CELL

WEST BENGAL STATE RURAL LIVELIHOODS MISSION (WBSRLM): SILIGURI MAHAKUMA PARISHAD: : DARJEELING

Tel. No. 0353-2520452, 2433727; Fax – 0353-2530948; Email: nrlmsilguri@gmail.com , drdcsilguri@gmail.com

NIT No. DMMU/SLG/2018/Tender/04

Date : 31 / 07 / 2018

NOTICE INVITING TENDER

Sealed tenders are hereby invited by the Additional District Mission Director, DMMU, Siliguri & Project Director, DRD Cell, Siliguri Mahakuma Parishad from reputed Printers for printing of the following formats/documents for this office use as per specification kept in this office :

Sl. No.	Particulars	No. of pages	No. of pages each register to be contained	Nos. may be printed
01	Application form for sanction of RF under NRLM	4		5,000
02	Dalen Mullayan/Grading-er chak	2		5,000
03	Sadashyer dara dalke wrin parisodher angikar patra	1		5,000
04	Daler dara sangha ke wrin parishoder angikar patra	3		5,000
05	Daler kache sadashyer wrin-er abedan patra	2		5,000
06	Daler sadashyer sangkhipta ekatrika khudra biniyog parikalpara	1		5,000
07	Sangher kache daler wrin er abedan patra	4		5,000
08	Sangher theke wrin paoar janna daler sabhar resolution	1		5,000
19	Recommendation by Upa-Sangha	1	-	2,000
10	Acceptance / Rejection of the application by Sangha	1	-	2,000
11	Duplicate Carbon Receipt Book for Cash / Cheque	2	1 receipt book = 100*2 pages	11,000 (500X22)
12	Cash Book	1	200	22
13	Loan Ledger (CIF)	1	200	22
14	Payment Voucher	1	-	2,200 (100X22)
15	CIF Wrin Grahaner Hat Khata	10	-	5,000
16	Debit Vouchar (DMMU)	1		3,000
17	Debit Vouchar (DRDC)	1		1,000
18	Sangha Samabayer Mullyan patra	8		100
19	Upa Sangher Mullyan patra	6		1,000

Intending tenderers shall have to deposit their rates in the tender/quotation box kept in the office. The last date and time for submitting tenders is **16/08/2018 at 3.00 p.m.** Tenders shall be opened on the **same day at 4.00 p.m.** at the office chamber of the undersigned. Any participating tenderers or his/her authorized representative (who is to be authorized in writing by the Tenderer) may remain present when such tender papers are opened.

: TERMS AND CONDITIONS :

1. The tenderers will have to quote their rate in rupees **per thousand** – both numbers and in words.
2. The rates quoted will have to be inclusive of all charges whatsoever, including delivery to the office etc.
3. An Earnest Money in form of Demand Draft, NSC etc. in favour of the undersigned amounting to Rs. 5,000=00 (Rupees Five thousand) only have to be deposited with the tender paper.
4. The following documents have to be submitted with the tender paper :-
 - a. Self attested copy of up-to-date trade license of similar nature of trade,
 - b. Self attested copy of current income tax return.
 - c. Self attested copy of up-to-date p. tax clearance certificate,
 - d. Self attested copy of up-to-date VAT/GST clearance certificates,
 - e. Self attested copy of PAN card,
 - f. Self attested copy of credential certificate issued by competent Govt. authority during last three years.
5. The office reserves the right to cancel any one quotation paper or all quotation papers without assigning any reason whatsoever.

S. Binoyas 31.07.18
Additional District Mission Director
District Mission Management Unit &
Project Director, DRD Cell,
Siliguri Mahakuma Parishad



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Memo No. DMMU/SLG/2018/597 (12)

Date : 31/07/2018

Copy forwarded for information with request to arrange for display the same in the official notice board to :

1. The District Magistrate, Darjeeling & District Mission Director, DMMU, Siliguri
2. The Additional Executive Officer, Siliguri Mahakuma Parishad
3. The District Information Officer, Darjeeling with a request to upload this tender notice in the District Website.
4. The Sub-Divisional Officer, Siliguri
5. The Sub-Divisional Information & Cultural Officer, Siliguri
- 6-10) The _____, member of Procurement Committee with a request to remain present at the time of opening of Tender as mentioned above.
11. The Post Master, Siliguri Head Post Office, Siliguri
12. Office Notice Board

S. Binoy
Additional District Mission Director
District Mission Management Unit &
Project Director, DRD Cell,
Siliguri Mahakuma Parishad