

**OFFICE OF THE
MAYNAGURI PANCHAYAT SAMITY
MAYNAGURI: JALPAIGURI**

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Memo No.....48/PC.....

Date.....24/01/18.....


Notice Inviting Quotation

Sealed quotation are hereby invited by the Executive Officer, Maynaguri Panchayat Samity for and on behalf of Maynaguri Panchayat Samity from reliable, resourceful and experience agencies for preparation of information brochure cum tourist guide of Panbari Eco Tourism Project on the following terms and conditions.

- 1) The project will contain Brochure, Leaflet, Booklet, Information Slip, High Resolution Photographs and design.
- 2) The rate must be quoted both to figures and words. The cost of the project should be furnished in a single quotation not in separately.
- 3) The lowest quoted rate will be awarded.
- 4) The work shall have to be completed within 30 days from the date of issuance of work order.
- 5) The payment will be made after submission of the complete projects.
- 6) Necessary deductions like IT, GST etc. will be deducted as per Govt. norms.
- 7) Maynaguri Panchayat Samity reserves the right to reject any or all the quotation without assigning any reasons thereof.
- 8) The quotation participation cost is Rs. 1000/- (Rupees one thousand) only in form of DCR/demand draft in favour of the Executive Officer, Maynaguri Panchayat Samiti which is non refundable.

The agency have to furnish the quotation in their own pad and to be submitted it in a sealed cover addressed to the undersigned along with participation cost and the other specified documents up to **2:00 PM on 07/02/2018** at the quotations box of this office. This quotation will be opened on the same date at **3:00 pm** in presence of the quotationer.

Memo No.....48/1(C1)/PC.....


Executive Officer
Maynaguri Panchayat Samity
Date.....24/01/18.....

Copy forwarded for information to :

- 1) The Sub Divisional Officer, Sadar Sub Division, Jalpaiguri.


Executive Officer
Maynaguri Panchayat Samity