



GOVT. OF WEST BENGAL  
IRRIGATION & WATERWAYS DIRECTORATE  
OFFICE OF THE SUB-DIVISIONAL OFFICER,  
ALIPURDUAR INVESTIGATION SUB-DIVISION, ALIPURDUAR

Memo no- 659

Date: - 11/12/2023

**Notice inviting Quotation No-01/ SDO-APD-INV of 2023-24 (For budgetary quotation only)**

Sealed quotation in prescribed proforma are hereby invited from willing bonafide agencies / outsiders for the work "Installation of Stall of Irrigation & waterways Directorate in the Govt. events like Dooars Utsav, Jangal Mahotasav etc under Alipurduar Irrigation Division, Alipurduar."

The quotation will be received to the office of the undersigned up to 14.00 Hrs on 18/12/2023 which will be opened on the same day after 14.30 Hrs in presence of the quotationers or their authorized representative who are available at that time.

Terms and Condition for the quotation is as follows:

1) The quotation Papers will be supplied free of cost from the office of the undersigned at every working day. The willing quotationers must produce valid PAN, PTPC, Trade License, latest ITR, GSTIN (if any) etc before issuing quotation papers from this end.

2) The suppliers should quote his rate both in figures and words (in rupees) over 'OWN - LETTER HEAD' of the agencies.

3) The copy of the notice of the quotation which may be obtained along with schedule and specification from the office of the undersigned should accompany with the quotation duly signed by the quotationers.

4) The acceptance of quotation will rest upon the competent authority, who does not bind himself to accept the lowest quotation and reserve the right to reject any quotation without assigning any reason thereof.

5) Quotation which should be submitted in sealed cover with the name of the work written on the envelope will be received by the undersigned. Quotations which do not fulfill any of the above conditions / incomplete in any respect are liable to summarily rejected.

The dates of quotation and items of works as follows: -

Last Date & Time of receiving application:	16/12/2023 up to 14.00 Hrs.
Last Date & Time of issuing quotation paper:	16/12/2023 up to 16.00 Hrs.
Last Date & Time of receiving quotation:	18//12/2023 up to 14.00 Hrs.,
Date & Time of opening quotation:	On & after 14.30 Hrs of 18/12/2023.

Place of dropping of quotation Documents: Office of the Sub-Divisional Officer, Alipurduar Investigation Sub-Division, Alipurduar

Quotation Accepting Authority: **Superintending Engineer, North-East Irrigation Circle -I, Debibari, Cooch Behar.**

Sl No	Description of item	Quantity	Unit	Rate (inclusive of all taxes)	Amount
1	Hire Charges of making a 3D model of (Size 20' x 5' x 3') over 3 feet high wooden / plywood platform showing different model related to departmental activities by ply board, thermocol and other materials and making of pandal as per requirements including illumination as per direction of Engineer in Charge. Hire charges of interior decoration to wall and ceiling by ply board painting, making ornamental gate by 6 mm. ply and other materials, planked floor covered with synthetic carpets and making beam to the periphery of ceiling for fixing of flex as per direction of the Engineer in Charge. Guarding and watching of pavilion with minimum 2 nos night guard per day up to the end of event. Supplying 2 nos big umbrella and PVC chair and fluorescent tube light 65 nos and 2 nos halogens Vapours lamp (1000W) , hire charges of 1(one) 32" LCD TV up to the end of the event for video graphs of different structure of Alipurduar Division.	01	Each		
				Total = Rs	

*[Signature]*  
11/12/2023

Sub-Divisional Officer  
Alipurduar Investigation Sub-Division  
Alipurduar.

*[Signature]*

Memo No. 659 /1(6)

Date . 11/12/2023

Copy for information to:-

- 1) The Superintending Engineer, North-East Irrigation Circle -I, Debibari, Cooch Behar.
- 2) The Executive Engineer, Alipurduar Irrigation Division, (I & W, Dte.) Alipurduar,
- 3) The S.D.O. Alipurduar(I) Sub-Division/Kamakhyaguri Investigation Sub-Division.
- 4) The Divisional Accountant Officer, Alipurduar Irrigation Division.
- 5) Notice Board.

*[Signature]*  
11/12/2023

Sub-Divisional Officer  
Alipurduar Investigation Sub-Division  
Alipurduar.

*[Signature]*

Issued to:-

To

Sub-Divisional Officer  
Alipurduar Investigation Sub-Division  
Alipurduar.

*Name of the work-* "Installation of Stall of Irrigation & waterways Directorate in the Govt. events like Doors Utsav, Jangal Mahotasav etc under Alipurduar Irrigation Division, Alipurduar."

*Ref: - Your Notice Inviting Quotation No- No-01/SDO-APD-INV of 2023-24 (For budgetary quotation only)*

Sir,

In response to you mentioned quotation notice, I/we like to submit my rate quotation as furnished below. :-

Sl No	Description of item	Quantity	Unit	Rate (inclusive of all taxes)	Amount
1	Hire Charges of making a 3D model of (Size 20' x 5' x 3') over 3 feet high wooden / plywood platform showing different model related to departmental activities by ply board, thermocol and other materials and making of pandal as per requirements including illumination as per direction of Engineer in Charge. Hire charges of interior decoration to wall and ceiling by ply board painting, making ornamental gate by 6 mm. ply and other materials, planked floor covered with synthetic carpets and making beam to the periphery of ceiling for fixing of flex as per direction of the Engineer in Charge. Guarding and watching of pavilion with minimum 2 nos night guard per day up to the end of event, Supplying 2 nos big umbrella and PVC chair and fluorescent tube light 65 nos and 2 nos halogens Vapours lamp (1000W) , hire charges of 1(one) 32" LCD TV up to the end of the event for video graphs of different structure of Alipurduar Division.	01	Each		
				Total = Rs	

Yours faithfully,

Signature of the Quotationer