



SILIGURI MUNICIPAL CORPORATION

P.O. SILIGURI, DIST. DARJEELING (W.B.), 2432804, 2435444, 2433277, 2433744, 2435282, 2536311

NIT NO. : 14 /PUR/SMC

DATE : 6/6/18

TENDER NOTICE

SEALED TENDERS are invited from the bonafide agencies for **supply of xerox paper (A4 paper) and computer paper** as per the specification for this Corporation. Tenderers shall have to submit their offer in the prescribed schedule, which can be obtained from the cash section of Siliguri Municipal Corporation on payment of **Rs. 1,000/- (Rupees one thousand) only** for each set.

TERMS & CONDITIONS

1. **Earnest Money of Rs. 10,000/- (Rupees ten thousand) only** is to be deposited at the time of submission of offer in the form of Banker's Cheque/- Draft drawn in favour of Commissioner, Siliguri Municipal Corporation.
2. **Last date & time of submission of application - 22.06.18 upto 2:00 p.m.**
3. **To whom application for obtaining permission is to be submitted :** The Commissioner, Siliguri Municipal Corporation.
4. **Last date of purchase of schedule : 25.06.18 upto 2:00 p.m.**
5. **Last date & time of dropping of schedule : 28.06.18 at 2:00 p.m.**
6. **For whom the schedule may be purchased :** Cash Section, Siliguri Municipal Corporation.
7. **Where to drop the schedule :** Specified Tender Box kept at Purchase Section, Siliguri Municipal Corporation.
8. **Date & time of opening : 28.06.18 upto 3:00 p.m.** at Meeting Hall, Siliguri Municipal Corporation.
9. Rate should be quoted inclusive of all taxes & GST & any other expenses and installation of the designated location in the premises.
10. Tenderers are requested to submit current xerox copy of Trade License, Professional Tax, PAN card, GSTN Certificate (self attested xerox copies), address of shop with the application.
11. The Authority reserves the right to accept any Tender or to reject all or any of the tenders without assigning any reasons whatsoever.
12. Rate quoted should be valid for **1(one) year**.

6/6/18
Commissioner
Siliguri Municipal Corporation