



# West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

No 238 --MDC/MUT-1/21

Date: 16.01.2021

## NOTICE INVITING QUOTATION

NIQ. NO: IPM -1 of 2020-21

WBMDFC invites Sealed Tender from the willing bonafide & resourceful agencies having experience in as per particulars given below :-

- i). Name of Work : Supplying, Printing and labour charges of I-Card, Pen, Mug etc for Milan Utsav 2021 to be held at Park Circus Maidan, Kolkata in the year 2021..
- ii) Earnest Money : 1. Rs.6000.00 (Rupees Six Thousand ) only in favour of WBMDFC through NEFT/RTGS (Beneficiaries Bank-. SBI, Salt lake Kolkata. IFS code No :- SBIN0001612, Bank A/c No :-35632345165  
2 EMD of unsuccessful bidder will be refunded after finalisation of the tender  
3. EMD of the successful bidder will be converted into Security deposit
- iii) Time of Completion : 3(three) days after issuing work order.
- iv) Eligibility Criteria : 1) Trade license, PAN Card, P.Tax, GST Registration Certificate, Certificates of Incorporation.  
2) Credential certificates of similar nature of work.  
3) I.T return for last one year to be submitted i.e (2018-19&2019-20) .  
4) The agency must not have been blacklisted by any court or any Government/ Central/ Autonomous bodies/ PSU and in any future such event the agency shall undertake to keep WBMDFC informed. (An undertaking in this respect to be submitted.)
- v). Last date of dropping Quotation : 22/01/2021 up to 4.00 PM
- vi). Opening date of Quotation : 22.01.2021 at 4:30 PM

### General Term & Condition

- 1) 8% security deposit will be deducted from the bill. Total security amount will be released after six months from the date of completion.
- 2) Quotationers will have to offer their rates (inclusive all taxes) both in figure and words.
- 3) Conditional Rates will not be accepted. All corrections are to be initialled.
- 4) The work is to be carried out as per direction of Corporation. All agencies are requested to be present at the time of opening of sealed quotation.
- 5) Payment will be made after completion of work and as per actual work to be done /Supplied at site.
- 6) Managing Director, WBMDFC reserves the right to reject any quotation or all quotations without assigning any reason.

Encl: - Work schedule

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Copy forwarded for information & wide circulation to the:

- 1) PS to Secretary, MA & ME Department, Govt. of West Bengal.
- 2) General Manager (Admin), WBMDFC.
- 3) Chief Account Officer, WBMDFC.
- 4) Project Manager, WBMDFC
- 5) Office Notice Board.
- 6) Department Website.

  
Managing Director

Date: 16.01.2021

  
Managing Director

**WORK SCHEDULE ITEMS**

Name of work :- Supplying, printing and labour charges of Pen, Mug etc for Milian Utsav 2021 to be held at Park Circus Maidan, Kolkata during the year 2020-21.

Sl. NO	DESCRIPTION	QTY. Approved in Nos./Item/Days.	Rate in Rs.	Amount in Rs.
1	Supply of Pen and printing with logo of Milian Utsav (refillable fluid ink system), as per sample approved by WBMDFC.	1000 nos.		
2	Supply of Big Size Mug and printing with logo of Milian Utsav) as per sample approved by WBMDFC.	200 nos.		
3	Supply and Printing of "Official/Guest/Volunteer/Stall Holder/Participant I-Card in colour print on imported art paper with clear print on plastic jacket, belt, and clip complete all respect as per direction of WBMDFC	650nos.		
4	Supply of Receipt Books three colour pages, each contains 25 pages (Size- 6" x 5") printed on imported art paper with clear print as per direction of WBMDFC	400nos.		
5	Supply of Lucky Draw Coupon Book with logo of Milian Utsav consists of 20 pages each as per direction of WBMDFC	600 nos.		
6	Supply and Printing of CAR -Parking sticker /Ticket with logo of Milian Utsav as per sample approved by WBMDFC.	500 nos.		
7	Supply and Printing of Certificates with logo of Milian Utsav as per sample approved by WBMDFC.	400nos.		
8	Supplying and Printing of different types of Appreciation certificate with logo of Milian Utsav & WBMDFC as per sample approved by WBMDFC.	25 nos.		
9	Supplying and Printing of Jute Bags Size - 20inch x12 inch with logo of Milian Utsav & WBMDFC as per sample approved by WBMDFC.	100 nos		
10	Supplying and Printing of Sun Guard (Cap) with logo of Milian Utsav & WBMDFC as per sample approved by WBMDFC.	50 nos.		
