



KHARDAH MUNICIPALITY

Sealed tenders are hereby invited from reputed, reliable & resourceful suppliers/ vendors/ stockists/ resellers/ retailers of I.T. Products upon the various Printer Cartridges / Toners with Computer Peripherals & Accessories for the FY: 2020 - 2021, strictly according to the technical specifications as well as the terms and conditions as per the notice published, as stated below --

-: SUB :-

“Annual Tender for Supply & Refurbishing of Printer Cartridges / Toners with Computer Peripherals & Accessories for the FY: 2020 – 2021”

Tender Reference No: KDHM/ 76/ IT/ 19-20, Dated: 02-03-2020.

The Date & Time for Purchasing the Tender Document(s) from our Cash Dept. :


From 04th March, 2020 -- 11th March, 2020 between 10:30 A.M. -- 01:30 P.M.

The Last Date & Time for Dropping the Filled-up Tender Document(s) : The 12th March, 2020 by 01:00 P.M.

The Sealed Tender Document(s) Will Be Open On : Thursday, The 12th March, 2020 by 01:30 P.M.

✘

- ❖ The intended vendors are requested to collect this Tender Notice from the **Municipal Cash Office**, within 04/ 03/ 2020 to 11/ 03/ 2020 between our official cash hours (MON – SAT : 10:30 AM to 01:30 PM), except the 2nd & 4th Saturday and our Official Holidays, towards payment of ₹100/- (Rupees Hundred) in cash only and to retain the corresponding “Money Receipt” which you have to be submit along with your Tender Documents.
- ❖ The intended vendors should furnish the tenders on their company letter head, containing authorized signatures on all the pages along with the photocopy of the Money Receipt, received from our Cash Office on account of purchasing this Tender Notice and a Earnest Money Deposit of ₹2,000/- (Rupees Two Thousands only) in the form of Bank Draft, payable at Kolkata from any Nationalized Bank of India, having Branch at Kolkata, in favour of The Chairman, Khardah Municipality, Kolkata – 700117 along with their tender documents thereof and will have to be dropped the same in sealed envelops, addressed to The Chairman, Khardah Municipality, 21 B. T. Road, Khardah, Kolkata - 700117 and clearly marked as “Annual Tender for Supply & Refurbishing of Printer Cartridges / Toners with Computer Peripherals & Accessories for the Financial Year 2020 - 2021” along with our published Tender No. and Invitation of Tender Date in the Tender Drop Box, placed at the Khardah Municipal Office, within 11/ 03/ 2020, up to 01:30 PM sharp.
- ❖ For inspection of sample checking of the stationeries & consumable items / printer cartridges & toners or requirements of any further clarifications, the Executive Officer / the I. T. Coordinator, Khardah Municipality may be contacted at their office, if required.


(TAPOSH PAUL)
Chairman
Khardah Municipality