



No. 664/1(3)M

Date 24.4.19

NOTICE INVITING QUOTATIONS

Sealed Quotations are invited by the Special Secretary to the Governor of W.B.& Comptroller, Governor's (H) Secretariat, from bonafide and reputed suppliers for supply of the following crockery items for the use of Guest and Pantry of the Governor's Household Secretariat, Raj Bhavan Kolkata.

Requirement of Crockeries for the use of Guest and Pantry mentioned below.

Sl No.	Description of item	Brand	Quantity
1	Soup Bowl	Martha	5 dozen
2	Cup & Saucer	Martha	8 dozen

The quotations will be received within 15 days from the date of publication of notice. The quotations will be opened at 4.00 pm. on the next working day after the last date for receiving quotations in presence of the suppliers who wish to remain present..

Terms and Conditions

- 1).Name, address & contact number must be indicated in the quotation.
- 2)This office retains the right to accept or reject one or all quotations without assigning any reason thereof. No correspondence in this regard will be entertained..
- 3) Samples may be viewed in the office of the Governor's (Household) Secretariat on any working days between 11.30 a.m. and 1.30 p.m. before the last date of submission of quotation.
- 4) Price should inclusive all taxes, delivery, and other charges if any.
- 5) Duly signed quotation must be submitted on company letter head in a sealed envelope supercribed

"Quotation for Supply of Crockeries"

- 52 -
Special Secretary to the Governor of W.B.
&Comptroller, Governor's (H) Secretariat,Raj Bhavan Kolkata

NO. 664/1(3)M

Date 24.4.19

Copy to : 1) Notice Board of Governor's(H) Secretariat.

✓ 2) Smt S.Bose, with request to ensure that the notice is posted in the Raj Bhavan website.

3) Spares

Handwritten signature and date: 24/4/19

Special Secretary to the Governor of W.B.
&Comptroller, Governor's (H) Secretariat,Raj Bhavan Kolkata