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Office of the Board of Administrators  
**MATHABHANGA MUNICIPALITY**

P.O. - MATHABHANGA DIST. - COOCHBEHAR  
(West Bengal)

MEMO No .MM/ NIO / 1167 / 2020

Dt. 08 /07/2020

Sealed quotations are hereby invited by the undersigned on behalf of the Board of Administrators of Mathabhanga Municipality from the bonafied agencies / general order suppliers for supplying following materials as per specification.

- |  |   |        |
|--|---|--------|
| 1) Dell Desktop 255205win8 (GD723RQ33) | - | 1 Pcs. |
| 2) Dell Monitor 18.5" E1916hv LED      | - | 1 Pcs. |
| 3) CYBER Power UPS Offline             | - | 1 Pcs. |
| 4) EPSON Printer All-In- One L-3110    | - | 1 Pcs. |
| 5) EPSON Printer M-2140 Epil           | - | 1Pcs.  |

**TERMS & CONDITION**

- 1) Last date of receiving of Quotation : - 14/07/2020 up to 1.00 P. M. & will be opened same date at 1:30 P.M. in presence of available quotationer.
- 2) Quotation should be submitted in details specification of the item.
- 3) The intending quotation should have to require experience for similar works.
- 4) PAN, GST, PTCC & Trade License Certificate upto date Clearance to be enclosed along with the Quotation (self attested copy).
- 5) Rate should be quoted in figure as well as in words with all charges including carriages up to the office the undersigned.
- 6) All rights regarding acceptance or rejection of any or all quotation reserved by the undersigned without assigning reason thereof.

sd/-

Chairperson

Board of administrator  
Mathabhanga Municipality

MEMO No .MM/ NIO / 1167 / 2020

Dt. 08 /07/2020

Copy To, 1) The Executive Officer, Mathabhanga Municipality, 2) The Finance Officer, Mathabhanga Municipality  
3) The Head Clerk, Mathabhanga Municipality 4) Accountant, Mathabhanga Municipality 5) Cashier, Mathabhanga  
Municipality 6) Store Keeper, Mathabhanga Municipality 7) Asit Das, License Inspector, Mathabhanga Municipality  
8) I. T. Co-Ordinator, Mathabhanga Municipality 9) Office Notice Board.

sd/-

Chairperson

Board of administrator  
Mathabhanga Municipality