

ASANSOL DURGAPUR DEVELOPMENT AUTHORITY

(A Statutory Authority of the Government of West Bengal)

Durgapur Office :

1st Administrative Building, City Centre
Durgapur - 713216,
Ph. No. (0343) 2546716, 2546815
Fax No. : (0343) 2545793
e-mail : adda.dgpr@gmail.com
ceoadda.ud@gmail.com

Asansol Office :

Vivekananda Sarani (Senraleigh Road)
Near Kalyanpur Housing More, Asansol - 713305
Ph. No. (0341) 2257377
Fax No. (0341) 2257379
e-mail : adda.asl@gmail.com
ceoadda.ud@gmail.com

Website : www.addaonline.in

Ref. No. ADDA/DGP.

Date :

QUOTATION

Sealed quotations are hereby invited from the reputed suppliers for obtaining the rates of Stationery and Drawing materials for the period from November 2016 to October 2017. The rates should be submitted against each item in the prescribed form and the same should be dropped in sealed cover in the Authority's tender box with superscription quotation for Stationery and Drawing Materials by 3.00 P.M. on or before 20.10.2016 and will be opened on the same day at 3.30 P.M.

Terms & Conditions:

1. The Quotationer(s) must submit Xerox copy of PAN Card.
2. The Quotationer(s) must have documentary evidence of valid Trade License. (Copy to be annexed).
3. The Quotationer(s) must submit Xerox copy of Vat registration.
4. Rate should be quoted inclusive all charges.
5. Specimen of the above may be seen from the ADDA office, Durgapur at any working day.
6. Interested quotationer(s) are requested to collect the prescribed form and the list of materials from this office on any working day w.e.f. 17.10.2016 to 19.10.2016 on deposition of Rs.200/- in cash in the cash section of the authority for the cost of quotation papers and also requested to submit quotation along with the said prescribed list positively.
7. An amount of Rs.2000/- (Rupees Two thousand) only in the form of Demand Draft in favour of ADDA, Durgapur should be submitted along with the quotation as 'Earnest Money'
8. The undersigned reserves the right either to accept the quotation or to reject the quotation without assigning any reason.

Sd/-

Chief Executive Officer,
Asansol Durgapur Development Authority

Ref.No.ADDA/DGP/Store/20/72/P/X/1/19A (2).....Dated..28.9.16..

Copy forwarded to: -

1. The M.D., Durgapur Projects Ltd., Durgapur-1
2. The Secretary, D.M.C., Durgapur-16.
3. The M.D., S.B.S.T.C., Durgapur-1.
4. The S.D.M., Durgapur, City Centre, Durgapur-16.
5. The Post Master, City Centre, Durgapur -16.
6. The System Manager, ADDA with a request to upload in ADDA Website.
7. Cash Section, ADDA, Durgapur.
8. Notice Board. A.D.D.A., Durgapur.

Chief Executive Officer,
Asansol Durgapur Development Authority