



No _____

Date _____

Notice Inviting Quotations

Sealed quotations are invited from bonafide and reputed agencies/firms quoting rates for repair, fitting and fixing of wooden chairs including materials, labour charges and upholstery for repairing work of eighty (80) Nos. of wooden chair at Raj Bhavan, Kolkata as described below.

The Specifications are furnished below:

SL. NO.	Description of work	Quantity
1	Repair, fitting and fixing of Wooden chairs including materials, labour charges and upholstery (Rexine)- Collection – SAROM, DGN & Shade- NEXON-515, Colour – Deep Brown.)	80 Nos. Of wooden chairs

Terms & Conditions

- 1) Duly signed quotation must be submitted on company letter head in a sealed envelope superscribed "**Quotation for repair, fitting and fixing of wooden chairs including materials, labour charges and upholstery** "
- 2) Name, address & contact number of the supplier must be clearly indicated in the quotation
- 3) The rates quoted should be clearly mentioned in both words and figures and shall be inclusive of all charges and levies, including taxes as may be applicable.
- 4) The rates should be quoted only for the items specified in the notice.
- 5) 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.
- 6) The quotations should be submitted within 2 P.M. on **12.03.2020**. The quotations will be opened at 3 P.M. on 12.03.2020. Willing bidders may be present at the time of opening the quotations.

Yours faithfully,

Sd/-

Special Secretary to the Governor of West Bengal
and Comptroller Governor's (H) Secretariat

No. 350/1(4)m

Date 03.03.2020

Copy forwarded for information and necessary action to:-

- 1) Notice Board of Governor's (Household) Secretariat.
- 2) Network Administrator for up loading the notice in RajBhavan Website.
- 3) SGE
- 4) Office copy

Special Secretary to the Governor of West Bengal
and Comptroller, Governor's (H) Secretariat.

Ami
02.03.2020