



No.: _____M

Date: _____

Notice Inviting Quotations

Sealed quotations are invited from bonafide and reputed agencies/firms quoting rates for purchase of washing machine for the use of Raj Bhavan, Kolkata.

Sl. No.	Item	Model No.	Quantity
1.	Washing Machine – IFB Automatic	65 RCSV (6.5 Kg)	1

Terms & Conditions

- 1) Duly signed quotation must be submitted on company letter head in a sealed envelope superscribed “Quotation for supply of Washing Machine”.
- 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) The period of warranty of the equipment quoted for as well as the rate of AMC on expiry of the period of warranty should be clearly stated along with the delivery schedule.
- 6) This office retains the right to accept or reject one or all quotations without assigning any reason. No correspondence in this regard will be entertained.
- 7) The quotation should be submitted within 3 p.m. on 16.09.2020. The quotations will be opened at 4 p.m. on 16.09.2020. Willing bidders may be present at the time of opening quotation.

Yours sincerely,

Sd/-

(K. Chakraborty)

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

No. 873/1(3)M

Date 10.09.2020

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 Raj Bhavan Website.
- 3) Office copy.

[Handwritten signature]

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