



GOVT OF WEST BENGAL  
HOME & HILL AFFAIRS DEPARTMENT  
GENERAL ESTABLISHMENT BRANCH  
NABANNA  
325, SARAT CHATTERJEE ROAD, HOWRAH 711102

No. 52-GE(N)

Dated, Howrah, the 21<sup>st</sup> January, 2022.

**NOTICE**

Sealed Quotations are being invited from Reputed suppliers /manufacturers/Co-operative Societies for supply of 5000 (five thousand) pieces of File Covers to the office of undersigned within 7(seven) working days from the date of publication of the notice.

Sample(s) may be collected from the Department, Nabanna, Room No. 505, on any working day, between 12.00 Noon and 3.00 PM on or before the closing date of submission of quotation.

As per Finance Deptt.'s Memo No.4374-F(Y) dtd.13.07.17 attested copies of valid PAN issued by the IT Deptt., Govt. of India and valid 15-digit Goods Services Taxpayer Identification Number (GSTIN) under GST Act, 2017, upto date IT return, current GST return, upto date Professional Tax, valid Trade License are to be submitted along with Quotation.

Quotation must be submitted within the stipulated period as noted below..

The rate must be quoted inclusive of all Taxes.

This Department, however, reserves the right of cancellation of any or all quotation without showing any reason.

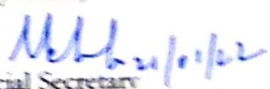
Supplied items must be original of Branded Company. In case any defect arises in the supplied item it must be replaced by new one.

The quotations may be dropped in the Tender Box kept at Room 505, 5<sup>th</sup> floor, Nabanna, by hand addressed to the Deputy Secretary the **Home & Hill Affairs Department, General Establishment Branch, NABANNA, Room 505, Shibpur, Howrah - 711 102, Govt. of West Bengal.**

Last date of submission of Quotation is on 07-02-2022 within 3.00 PM.

The quotation will be opened on 07-02-2022 at 3.30 PM

By order,

  
Special Secretary  
to the Govt. of West Bengal.

No. 52-GE(N)

Dated, Howrah, the 21<sup>st</sup> January, 2022

Copy forwarded for information and wide circulation to :-

1. **Notice Board of Home & Hill Affairs Department, Writers' Buildings, Kolkata-1.**
2. Notice Board of Home & Hill Affairs Department, Nabanna, Howrah-711 102.
3. **Website, Home & Hill Affairs Department.**
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Officer on Special Duty  
Home & Hill Affairs Department.