



GOVERNMENT OF WEST BENGAL  
HOME AND HILL AFFAIRS DEPARTMENT  
General Establishment Branch,  
'NABANNA',  
325, Sarat Chatterjee Road, Howrah-711102

**NOTICE**

No.675-GE(N)/1E-40/2020

Dated, Howrah, the 14<sup>th</sup> October, 2022

**Sub. : Notice inviting quotation for 350 Reams of A4 Copier Paper (Best quality 75 GSM) for official use in Home & Hill Affairs Department, Government of West Bengal.**

Sealed quotations are invited from different firms/organizations/manufacturers/Co-operative Societies engaged in similar business for purchase of the following item :

Item with specification	Quantity
A4 Copier Paper (Best Quality, 75 GSM)	350 (Three hundred and fifty) Reams

Sample of Paper should be collected from the Office of the Deputy Secretary of this Department , Nabanna , Room No. 505 on any working day between 12-00 Noon and 3-00 P.M on or before the closing date of submission of the quotation.

Attested copies of latest and valid Trade License, GST Return, P. Tax certificate, Income Tax Acknowledgement , PAN Card are to be submitted along with the quotations.

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

Any information not in this notice may be had from this office within office hours of any working day or over Phone number: 033-2253-5402.

The rate should be inclusive of all charges and all taxes applicable.

The selected bidder (s) will have to supply the material to Home & Hill Affairs Department, at Nabanna, Room No. 505, 5<sup>th</sup> Floor within 7(Seven) days from the date of issue of the supply order.

The Quotations may be dropped in the Tender Box kept at Room No. 505, 5<sup>th</sup> Floor, Nabanna, Howrah-711102 by hand, addressed to the **Deputy Secretary to the Government of West Bengal, Home & Hill Affairs Department, NABANNA, Room No. 505, Shibpur Howrah-711102.**

The last date of submission of the Quotation is on 21/10/2022 within 3-00 P.M.

The Quotations will be opened on 21/10/2022 at 3-30 P.M. in presence of attending available quotationers.

*Sd/-*  
Deputy Secretary  
to the Govt. of West Bengal.

No.675 /1(2)-GE(N)/1E-40/2020

Dated, Howrah, the 14<sup>th</sup> October, 2022

1. Notice Board.

2. Website of Home and Hill Affairs Department, Government of West Bengal.

*Pl.*  
Officer on Special Duty  
Home & Hill Affairs Department.