

OFFICE OF THE  
**SAINTHIA MUNICIPALITY**

P.O.-SAINTHIA : DIST.-BIRBHUM

From: The Chairman / Executive Officer

Memo No. 07 /SM/2023

SAINTHIA MUNICIPALITY

Dated 18/04/2023

Sub:- Notice inviting for sealed Quotation for Printed Articles of this Municipality.

Sealed quotation is hereby invited by the undersigned from reliable, sourceful outside bonafide suppliers for the purchase of under noted materials and quantity.

Sl. No.	Name of the Articles	Size / Quality	Pages / Book	Min. Qty.	Quoted Rate
1	Register Book	Legal / Dammy 14 kg	300 Pages	1 Pc.	
2	Register Book	Legal / Dammy 14 kg	200 Pages	1 Pc.	
3	Register Book	Legal / Dammy 14 kg	100 Pages	1 Pc.	
4	Register Book	Legal / Dammy 14 kg	50 Pages	1 Pc.	
5	Register Book	Double Legal / Dammy 14 kg	300 Pages	1 Pc.	
6	Register Book	Double Legal / Dammy 14 kg	200 Pages	1 Pc.	
7	Register Book	Double Legal / Dammy 14 kg	100 Pages	1 Pc.	
8	Register Book	Double Legal / Dammy 14 kg	50 Pages	1 Pc.	
9	Register Book	Legal / White	300 Pages	1 Pc.	
10	Register Book	Legal / White	200 Pages	1 Pc.	
11	Register Book	Legal / White	100 Pages	1 Pc.	
12	Register Book	Legal / White	50 Pages	1 Pc.	
13	Register Book	Double Legal / White	300 Pages	1 Pc.	
14	Register Book	Double Legal / White	200 Pages	1 Pc.	
15	Register Book	Double Legal / White	100 Pages	1 Pc.	
16	Register Book	Double Legal / White	50 Pages	1 Pc.	
17	Register Book	17"x13.5"/ Dammy 14 kg	200 Pages	1 Pc.	
18	Register Book	17"x13.5"/ Dammy 14 kg	100 Pages	1 Pc.	
19	Register Book	17"x13.5"/ White	200 Pages	1 Pc.	
20	Register Book	17"x13.5"/ White	100 Pages	1 Pc.	
21	Sabji Market Toll Book	1/6	100 Pages	1 Pc.	
22	Bus Stand Toll Book	1/8	100 Pages	1 Pc.	
23	Khatla Book (Both Side Print)	Legal	100 Pages	1 Pc.	
24	Various Printed Matter	1/6 (Multi Colour)	One Side	500 Pcs.	
25	Various Printed Matter	1/4 (Multi Colour)	One Side	500 Pcs.	
26	Various Printed Matter	1/6 (One Colour)	One Side	500 Pcs.	
27	Various Printed Matter	1/4 (One Colour)	One Side	500 Pcs.	
28	Various Printed Matter	1/6 (Multi Colour)	Both Side	500 Pcs.	
29	Various Printed Matter	1/4 (Multi Colour)	Both Side	500 Pcs.	
30	Various Printed Matter	1/6 (One Colour)	Both Side	500 Pcs.	
31	Various Printed Matter	1/4 (One Colour)	Both Side	500 Pcs.	
32	Note Sheet Page	Legal	-	1000 Pcs.	

*[Signature]*  
Chairman  
SAINTHIA MUNICIPALITY  
Sainthia, Birbhum

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Sl. No.	Name of the Articles	Size / Quality	Pages / Book	Min. Qty.	Quoted Rate
33	Various Printed Matter	1/8 (One Colour)	One Side	500 Pcs.	
34	Various Printed Matter	1/8 (Multi Colour)	One Side	500 Pcs.	
35	Various Printed Matter	1/8 (One Colour)	Both Side	500 Pcs.	
36	Various Printed Matter	1/8 (Multi Colour)	Both Side	500 Pcs.	
37	Muster Roll Paper	17"x13.5"/ White	One Side	2000 Pcs.	
38	Various Printed Matter	Legal	One Side	500 Pcs.	
39	Various Printed Matter	Legal	Both Side	500 Pcs.	
40	Various Printed Matter	1/3	One Side	500 Pcs.	
41	Various Printed Matter	1/3	Both Side	500 Pcs.	
42	Various Printed Matter	Legal / Dammy 14 kg	One Side	500 Pcs.	
43	Various Printed Matter	Legal / Dammy 14 kg	One Side	500 Pcs.	
44	Various Printed Matter	¼ Dammy 14 kg	One Side	500 Pcs.	
45	Various Printed Matter	¼ Dammy 14 kg	Both Side	500 Pcs.	
46	Plain Paper	1/4	-	500 Pcs.	
47	Plain Paper	1/8	-	500 Pcs.	
48	Cashier Cash Book	17"x27"/ Dammy 14 kg	200 Pages	1 Pc.	
49	Cash Book	Legal / Dammy 14 kg	100 Pages	1 Pc.	
50	Pay Register of Office Staff	17"x27"/ White	100 Pages	1 Pc.	
51	Register Book	½ of Legal / Dammy 14 kg	100 Pages	1 Pc.	

The intending quotationers are requested to quote their rate including W.B. Govt. all taxes & delivery charge up to office. Last date of submitting sealed quotation is 25/04/2023 up to 3.00 pm. No quotation will be accepted after the stipulated date & time.

The undersigned reserves the right to accept or reject any or all quotation without assigning any reason what so ever.


  
Chairman  
SAINTHIA MUNICIPALITY  
Sainthia, Birbhum  
18/04/2023

Memo No. 07 /1(6)/SM/ 2023

Dated 18/04/2023

Notice forwarded for wide circulation to :-

1. Office Notice Board of Sainthia Municipality Office;
2. Station Manager, Sainthia Railway Station, Sainthia, Birbhum;
3. Officer-in-charge, Sainthia Police Station, Sainthia, Birbhum;
4. Post Master, Sainthia Post Office, Sainthia, Birbhum;
5. Block Development Officer, Sainthia Dev. Block, Ahmedpur, Birbhum.
6. Tarak Nath Das, IT Co-ordinator, Sainthia Municipality for uploading into Office Website.

  
SAINTHIA MUNICIPALITY  
Sainthia, Birbhum  
18/04/2023