

Memo No. 339/SDBI/Quotation/Aluminium Partition STAFF Room/2023

Dated 09/10/2023

NOTICE INVITING QUOTATION

**for installation of Partition (with Aluminium Composite Panel)
in the STAFF Room**

Sealed Quotations are invited from interested vendors for Installation of Partition (with Aluminium Composite Panel) in the STAFF Room of SHIBPUR DINO BUNDHOO INSTITUTION (COLLEGE), 412/1, G.T. Road (S), Shibpur, Howrah – 711102.

Submission of tenders & Time Schedules:

1) Compulsory Site Visit:

All the bidders must visit the STAFF Room only on working days between 12.00 noon to 3.00 pm before submission of Quotations.

2) Submission :

Sealed Quotation in **Letter Head and duly signed** must be submitted in the “DROP BOX” available in the Main Entrance of the College.

- **Quotation for Installation of Partition (with Aluminium Composite Panel) in the STAFF Room must be superscribed on the Sealed Envelope**
- **Quotations submitted by post/courier/e-mail will be rejected.**

3) All Taxes & Delivery Charges:

Rates should be quoted **inclusive of all kinds of taxes, Delivery Charges & GST. The fact must be clearly mentioned in the quotations.**

4) GST Registration Document :

The GST Registration Document must be submitted along with the quotation. Otherwise, the **quotation will be treated as CANCELLED.**

**5) LAST Date of Submission in the “Drop Box”:
14-10-2023 (Saturday) by 5.00 pm**

BY ORDER

Principal

Shipur Dinobundhoo Institution (College)