

एमएसएमई विकास संस्थान
भारत सरकार
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
111 व 112 बी टी रोड, कोलकाता-700108



MSME DEVELOPMENT INSTITUTE
GOVERNMENT OF INDIA
MINISTRY OF MSME
111 & 112, B. T. Road
Kolkata - 700 108

Phone: 2577-0595/0597/0598 (EPABX) Fax: 033-2510 0524 E-Mail: dcdi-kolkatta@dcmsme.gov.in

No 4899(2) / D-30011/6/08-Admn.

Date: 12/13 .10.2015.

QUOTATION

Director, MEME-DI, Kolkata, invites sealed Quotations from reputed Firms having past experience for supply of Books for Office Library as per details below. The offices is intend to purchase **Hindi and English Books (Technical, Management, Environment related etc.)** and furniture for office Library at MSME-DI, Kolkata. The Quotations are invited in sealed covered envelope addressed to the Director, MSME DI, 111/112, B.T.Road, Kolkata-700108, with the word **“QUOTATION FOR PURCHASE OF HINDI/ENGLISH BOOKS/FURNITURE FOR LIBRARY OF MSME-DI,KOLKATA”** boldly super scribed on the top of the envelop. Quotation should reach our office **before 4 P.M. on 26.10.15.**

SEPARATE APPLICATIONS WITH DOCUMENTS LIKE TRADE LICENSE, WORKING EXPERIENCE WITH GOVT. ORGANISATION/PSUs etc., PAN/TAN/SERVICE TAX ETC. FROM REPUTED SUPPLIERS ARE ALSO INVITED FOR REGISTRATION AS APPROVED VENDOR OF MSME-DI, KOLKATA FOR THE YEAR 2015-16.

Sl No.	Item/Specification	Rate per No. Prices should be inclusive of all taxes
1.	Hindi Book	Per No.
2.	English Book	Per No.
3.	Table, Almirah & Chair	Per No.

Director reserves the right to cancel any quotation without assigning any reason. The terms & conditions governing the tender are as follows:

1. Tax will be deducted at source as per Govt. rules.
2. Companies/Firms/Authorized Dealers submitting the bid should have valid VAT registration and VAT Clearance (if required).
3. All pages of the quotation must be signed
4. Quotation sent by e-mail will not be entertained.
5. No advance payment is payable
6. The items should be supplied at our premises within 15 days of placing order without any extra cost.
7. Payment will be made by RTGS/NEFT mode on submission of Bank Mandate Form and submission of successful installation and satisfactory performance report to the competent authority
8. Suppliers should have experience in supplies to Govt. Organization.

Sd/-
(Dipak Chanda)
Dy. Director (L/F)

Copy to: i) Dy Director (SENET) for uploading in the official website of MSME-DI, Kolkata
ii) Official Notice Board.