



GOVERNMENT OF WEST BENGAL
OFFICE OF THE SUPERINTENDENT, SILIGURI DISTRICT HOSPITAL
SILIGURI, DARJEELING
Email:dh.slg2018@gmail.com

Memo No:

/SLGDH/2025

Date: 16.04.25

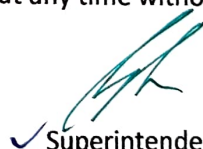
QUOTATION NOTICE

A sealed quotation is invited by the Superintendent, Siliguri District Hospital, Siliguri - 1, Darjeeling, for the procurement of below-mentioned items for all wards/units urgently in Siliguri District Hospital from reputed and interested firms, in the following format-

Sl. No.	Name of Items	Rate (Rs)
1	Computer Plain Copier Paper A4 Size 75 GSM(21.0 X 29.7 Cm)	

Terms & Conditions: -

1. The quotation is to be submitted in the drop box, which will be kept at the office chamber of the undersigned from 1 p.m. to 4.00 PM on all working days from 17.04.25. Quotations by post will not be allowed.
2. The last date of submission of quotation =... 25.04.25 .up to 2 p.m.
3. Date and time of opening of quotation =... 26.04.25 .at.2 p.m... in the office of the undersigned. The Bidders or their representatives may remain present on the scheduled date, time, and venue.
4. The bid should be submitted in a sealed envelope. It must have two parts: A) Technical bid. B) Financial bid.
5. The interested party /bidder/Firm will submit the quotation in their official pad along with all essential enclosures listed below -
i) Xerox copy of PAN Card, ii) Valid Trade license iii) GST Registration certificate iv) P.Tax.
6. The quotation will be valued for 1 year.
7. The rates should be including GST.
8. SUPPLY must be initiated within five days after the work order is issued.
9. **Handover & Defects:** Terms that allow the contractor to rectify defects appearing within a 6— or 12-month period after completion and limit the contractor's overall liability.
10. The undersigned reserves the right to accept or cancel the Quotation at any time without showing any reason.


Superintendent
Siliguri District Hospital,
Dist. Darjeeling

Memo No: 739/1(6)/1(6)/SLGDH/2025

Date: 16.04.25

Copy forwarded for information and wide circulation to –

1. The District Magistrate, Darjeeling District,
2. The CMOH, Darjeeling District,
3. The S.D.O., Siliguri Sub-Division,
4. The Post Master, Siliguri Head Post Office,
5. The Deputy CMOH-I, Darjeeling District
6. The Accountant, Slgdh,

Superintendent
Siliguri District Hospital,
Dist. Darjeeling