



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

Memo No: 2663/SLGDH/2025

Date: 17.11.25

QUOTATION NOTICE

Sealed quotations are invited by the Superintendent, Siliguri District Hospital, Siliguri- 1, Darjeeling, for the mentioned list of items for the different wards of Siliguri District Hospital from the Companies/firms in the following format-

Sl. No.	Name of Items	Rate (Rs)
01	COMPUTER PAIN COPIER PAPER A4 SIZE 65 GSM (21.0 X 29.7)	

Terms & Conditions:-

1. The quotation is to be submitted in the drop box, which will be kept at the office chamber of the undersigned on all working days from 18.11.25 at 10 a.m. to 4.00 PM. Quotation by post will not be allowed.
2. The last date of submission of quotation = 25.11.25 up to , ,+noon.
3. Date and time of opening of quotation =....26.11 25... at noon... in the office of the undersigned. The bidders or their representatives may remain present on the scheduled date, time & venue.
4. 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.
7. The quotation will be valued for 1 year.
8. Works are to be initiated within five days once the work order is issued.
9. Handover & Defects: Terms allowing for defects appearing in a 6- or 12-month period after completion to be rectified by the contractor and a limit on 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  
Date: 17.11.2025

Memo No: 2663/1(8)/SLGDH/2025

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 Head Master (Head Post Office). Siliguri. Darjeeling
5. The Deputy CMOH-I, Darjeeling District
6. The Accountant, Slgdh, SLGDH
7. Notice Board, SLGDH,
8. Office copy

✓  
Superintendent  
Siliguri District Hospital  
Dist. Darjeeling