



Memo No: 2025/MV

Dated: 25.02.2022

**NOTICE INVITING TENDER**

Name of work: Supply of stationery articles.

Sl. No.	Name of Item	Quantity	Sl. No.	Name of Item	Quantity
1	A4 Xerox Paper	300 Ream	11	Hand wash	20 (twenty) ltrs.
2	Printer (HP Laser Jet 1020)	3 (three) Pcs.	12	Towel (Big)	30 (thirty) Pcs.
3	Mouse Pad	25 (twenty five) Pcs.	13	Paper Weight	10 (ten) Pcs.
4	Cartridge - 12A	15 (fifteen) Pcs.	14	Room Freshener	10 (ten) Pcs.
5	Cartridge - 110A	6 (six) Pcs.			
6	Cartridge - 78A	6 (six) Pcs.			
7	Arch File	20 (twenty) Pcs.			
8	Clip File	45 (forty five) Pcs.			
9	Small Stapler Pin	1 (one) Box			
10	Knife	6 (six) Pcs.			

Sealed Tenders are invited from the reputed agencies at the Office of the Regional Transport Officer, MV Section, Alipore, South 24 Parganas.

The NIT inviting authority reserves the right to reject or cancel any NIT without assigning any reason whatsoever.

Any attempt by the agencies to produce fake or false documents and frivolous complaints with an intention to vitiate the NIT process will be viewed seriously and the NIT Authority will take necessary action to initiate process for black listing them.

The last date of submission of tender 7<sup>th</sup> March, 2022.

  
Regional Transport Officer  
South 24 Parganas

Memo No: 2025/3/MV

Copy forwarded for necessary action to:

1. The Additional District Magistrate (Transport), South 24 Parganas.
2. DIO/DIA, NIC South 24 Parganas with a request to upload & publish the NIT in the Website (<http://wbtenders.gov.in>) and publish the notice in the District Website.
3. PA to DM, South 24 Parganas for kind perusal of the District Magistrate

  
Regional Transport Officer  
South 24 Parganas

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