

Memo No. 21 /NTBC/NKDA/Admn-008/2019

Dated: 02/12/2019

## NOTICE INVITING QUOTATIONS

### NIQ No. 06/NTBC/NKDA of 2019-20

New Town Business Club (NTBC) invites sealed quotations from reliable Organisations/Firms/Agencies having sufficient experience in supplying items required for providing Steam Bath etc. at reputed Spa Units / Health Units for supply of the items as per schedule for the Ayurvedic Spa below within the premises of New Town Business Club on terms and conditions furnished below:

#### Schedule of items:

Particulars of items to be supplied		Quantity to be supplied	Rate offered	
Sl.No	Items		Exclusive of GST	Inclusive of GST @ 18%
1	Wooden Steam Box	03 nos.	Rs.....(in figure) (.....in words)	Rs.....(in figure) (.....in words)
2	Wooden Cabinets	02 nos	Rs.....(in figure) (.....in words)	Rs.....(in figure) (.....in words)
3	Set of: 1 no. Induction Cooker 1 no. Pressure Cooker and other accessories required	03 sets	Rs.....(in figure) (.....in words)	Rs.....(in figure) (.....in words)

#### 1. Important Dates:

Last date of submission of quotations 10/01/2020 upto 6-00 P.M.  
Date of opening 11/01/2020 at 3:00 P.M.

2. The sealed bidding documents should be addressed to the General Manager, New Town Business Club, Street-90, Action Area-1A, Block-AE, New Town, Kolkata-700156 and must be submitted at that office address. Bids received after stipulated time and date shall be rejected summarily.

#### Documents to be submitted:

1. Copy of valid Trade License.
2. Proof of existing establishment
3. Proof of experience in the work.
4. Copy of GST Registration Certificate.
5. Copy of PAN and
6. IT Return for last 3 years.

#### General Conditions:

1. Incomplete or Conditional quotation will not be entertained and will be summarily rejected.
2. Each applicant should submit his rates after conducting proper investigation and inspection with due intimation to the General Manager, New Town Business Club.
3. The successful bidder shall have to supply the items according to the specification and the measurement of the items given within 7 days of issue of work order.

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4. The quality of the items to be supplied must be ensured.
5. The Bidder quoting the lowest rate in aggregate value of all the items taken together will be selected though the rate is to be offered for individual items is to be mentioned as well as in aggregate.
6. Payment will be made within a reasonable time after submission of Bill/ Invoice in triplicate.
7. The undersigned reserves the right to accept or to reject any or all the quotation papers without assigning any reason whatsoever and even not bound to accept the lowest quotation.
8. In case of violation of any of the terms & conditions the tender inviting authority or NKDA would have the right to forthwith reject the items or cancel the work order issued without assigning any reason thereof.
9. This Authority has the power to cancel the Notice inviting Quotation at any point of time.



**General Manager,  
New Town Business Club.**

**Memo No. 31 /1(6)/NTBC/NKDA/ Admn-008/2019**

**Dated: 02/12/2019**

Copy forwarded for information and necessary action to:

1. The Administrative Officer-I, NKDA.
2. The Finance Officer, NKDA.
3. The System Manager, NKDA for uploading on the website: [www.nkdamar.org](http://www.nkdamar.org)
4. P.A to Hon'ble Chairman, NKDA.
5. PA to the Chief Executive Officer, NKDA.
6. Office Notice Board of NKDA.



**General Manager,  
New Town Business Club.**