

**GOVERNMENT OF WEST BENGAL**

Directorate of Forests

Office of the Divisional Forest Officer  
Monitoring South Division, West Bengal  
New C.I.T Building, 3<sup>rd</sup> Floor,

P -16, India Exchange Place Extension, Kolkata – 700073

**NOTICE INVITING QUOTATION  
NIQ No. 75/MS/2-2Q, dated 18.01.2018**

**Name of Works: Printing of Survey & Monitoring Report of 2016-17 (80 copies) under SPAP.**

Sealed Quotations are invited by the Divisional Forest Officer, Monitoring (South) Division, West Bengal & Head, Monitoring South DMU, New C.I.T Building, 3<sup>rd</sup> Floor, P -16 India Exchange Place Extension, Kolkata 700073 from bonafide Contractor/Vendor/Suppliers, who have satisfactorily executed similar nature of works during at least 03(three) financial year in any Government and/or Statutory bodies at the competitive rate.

**General Terms and Conditions**

1. The intending participant will have to produce up-to-date P.T Clearance Certificate, PAN, Trade License, GST Registration Certificate and credentials (under authority of State/Central Government) along with their application on respective letter head, which will be received **on/before 12th Feb, 2018, 2PM.**
2. "Rate" should be clearly mentioned for the item mentioned including all taxes & GST etc.
3. The works that to be undertaken is given in Annexure A with this notice.
4. All rate quoted must be firm and no revision in the price quoted is allowed after quotations are opened.
5. Payment will be made after successful completion of work **through ECS via Pay & Accounts - I to the successful** Quotationer as per extant Government Rules and Orders.
6. Regarding the work/ terms of payment and all other Terms and Conditions relating to the whole works, the decision of the Divisional Forest Officer, Monitoring (South) Division, West Bengal, is final and to be abide by.
7. Quotations in sealed envelop super-scribing the name of the work, quotation no. on top of envelop should reach this office of the Divisional Forest Officer, Monitoring South Division by name (Apurba Sen, IFS) West Bengal, **on or before 12th Feb, 2018, 2PM and will be open on 12th Feb, 2018, 4 PM.**
8. The Divisional Forest Officer, Monitoring (South) Division, West Bengal, reserves the right to accept and reject any quotation without assigning any reason and in this connection no change can be made including necessary drawing of the quotation.
9. No work order will be given unless there is placement of fund.



Divisional Forest Officer  
Monitoring South Division

Copy to

1. Office Notice Board
2. The PCCF/HoFF/WB
3. The PCCF/WL/WB
4. The Addl. PCCF & Chief Project Director, WBFBCP
5. O/o the CCF/Central Circle.
6. O/o the CCF/Western Circle.
7. O/o the CCF/South-East Circle.
8. O/o the CCF/ South-West Circle.



Divisional Forest Officer  
Monitoring South Division

## Schedule of Works

**Name of Works: Printing of Survey & Monitoring Report of 2016-17 (80 copies) under SPAP and to be supplied at New C.I.T Building, 3<sup>rd</sup> Floor, in the Office of the Divisional Forest Officer, Monitoring (South) Division, West Bengal.**

**Annexure for specification of Works  
NIQ No. 75/MS/2-2Q, dated 18.01.2018**

Monitoring Report 2016-17  
Size- A4  
Pages- 183 pages + Cover Page  
Colour- Inside (All through colour)  
Printing- 130 GSM art paper  
Cover- 250 GSM art paper, with lamination  
Binding- Perfect  
Quantity- 80 nos.

**Rates should be including GST as applicable and also supplied at above said office.**



Divisional Forest Officer  
Monitoring South Division