



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No:1361/NKDA/Admn-145/2010 Part.

Dated: 11 /07/2011

NOTICE INVITING QUOTATIONS NO: 18/ADMN OF 2011-2012

Sealed Quotations are invited by the authorities of New Town Kolkata Development Authority (NKDA) from resourceful bonafide and experienced Firms /Agency/ printers/ suppliers for printing of following forms:

Sl.No.	<u>Description of Forms</u>	<u>Quantity</u>
1.	Form A: Application for Record of title of land and building etc.	2000 pcs.
2.	Form B1: Notice of Transfer of title of any land and building etc.by the Transferor: -	500 pcs.
3.	Form B2: Notice of Transfer of tittle of any land and building etc. By the transferee:-	500 pcs.
4.	Form B3: Notices of devolution of title of any land Building etc. to any person.	200 pcs.

Last date of submission of Quotation: 26.07.2011 up to 2 P.M.

Date of opening: 26.07.2011 at 3 P.M.

Completion time: within 7 (seven) days from the date receipt of the order.

General conditions:

- 1) Conditional quotation will not be entertained and will be summarily rejected.
- 2) The selected firm/printer/agency will remain responsible for re-printing of the materials, if not done up to the satisfaction of the authorities of NKDA, within 03 (three) days from the date of rejection.
- 3) Statutory deduction(s) towards IT as well as other statutory deduction(s), if any, will be made before making payment.
- 4) An amount equal to 10% of the amount of the quoted value will be deducted from the Bill(s) amount against payment as Security Deposit. The security deposit will, however, be returned after one month from the date of initial payment.
- 5) The under signed reserves the right to accept or to reject any or all the quotation papers without assigning any reason thereof.

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- 6) Further details, if required, may be obtained from the office of New Town Kolkata Development Authority at 03, M.A.R, New Town, Kolkata -700156.

Administrative Officer
New Town Kolkata Development Authority