

GOVT. OF WEST BENGAL  
DEPARTMENT OF HEALTH & FAMILY WELFARE  
OFFICE OF THE PRINCIPAL  
MALDA MEDICAL COLLEGE  
P.O.-MALDA: DIST.-MALDA : PIN-732101(WB)  
PHONE-03512-221087, WEBSITE: WWW.MALDAMEDICALCOLLEGE.CO.IN

Memo No. P/MLD-MC/ 2030

Date- 08/05/26

**NOTICE INVITING QUOTATION**


1. Sealed quotation are invited for the " Printing & Supply of Answer Scrip" as per the schedule of requirements mentioned below , from the reputed intending resourceful and bonafide printers , agencies, parties , suppliers etc. for the Malda Medical College , Malda
2. Schedule of Requirements : -

Examinations Answer Scrip		Job
Blank Answerer Scripts	10, 000 Sets	Printing & Stitching
Loose Sheets	5,000 Sets	Printing & Stitching
Specification		
Paper Type	70 GSM Maplitho . "A" Grade paper Mill	
Printing	Single Color Printing <b>STRICTLY</b> as per Sample /Specimen Copy	
No. of Pages	(a)Blank Answer Script Set – 16 (Sixteen Pages) with Serial No. of Pages, from 1 to 16, as well as Serial No. Answer Script Set. (b)Loose Sheets – 8 (Eight) Pages with Serial Number from 1 to 8.	
College/University Logo	Printing of College /University Logo with Candidate' s Information at the front Page of each Answer Script.	

3. Bidders are requested to, before formulating their bids, meet with the **Mr. SK. Wasim Aslam , Malda Medical College (Mob- 6290-336-189)** on working days , for inspecting /checking of specimen copy of above stated items as well as **clear understanding** of the job. No pre-conditioned quotation will be accepted.
4. The Bidders should quote the rate for Printing & Stitching of **One Answer Script Set & for the One Loose Sheets Set** separately, which include all applicable taxes and charges. Validity of the Bid shall be till 31-03-2027.
5. The bidders should submit the following documents at the time of rate quotes. In case of non-submission of the following documents the bid may be cancelled without assigning any reason.
  - (a) Self- attested photocopy of up-to-date Trade License/Equivalent.
  - (b) Self-attested photocopy of PAN CARD.
  - (c) Self -attested photocopy of valid 15 digit GISTIN under GST Act, 2017.
  - (d) Self -attested photocopy of payment certificate of the supply work/Purchase Orders of similar kinds of articles in any Govt./Semi Govt. Offices which the bidder intended to furnish as support of proof of experience -preferable within last two financial years.)
6. The Quotation may be downloaded from the website of the Health & Family Welfare Department, Govt. of West Bengal – [www.wbhealth.gov.in](http://www.wbhealth.gov.in) , official website of the Malda Medical College – [www.maldamedicalcollege.co.in](http://www.maldamedicalcollege.co.in) & displayed at Notice Board of the Malda Medical College and Malda Medical College & Hospital and, offices of District Magistrate of Malda , Malda Zilla Parishad etc.
7. The quotation should be superscribed with **the Memo No \_\_\_\_\_ & Date \_\_\_\_\_, and "Quotation for Printing & Supply of Answer Scripts "** , may be sent through registered post or to be submitted directly at the Receiving Section/Drop Box placed at the office of undersigned positively by **30-05-2026 / 4.00 p.m.** The Quotation will be opened on the same day or any other working day to be notified later on.

The sealed quotations will be opened in chamber of the Principal , Malda Medical College .Quotationist or his/her one authorized representative will be allowed to remain present at the time of opening the sealed quotations.

8. Local Purchase Committee will reserve the right to accept or reject any quotation without showing reason or making any further correspondence whatsoever.

  
Principal  
Malda Medical College, Malda  
Principal  
Malda Medical College  
MALDA.

Memo No. P/MLD-MC/\_\_\_\_\_

Date- \_\_\_\_\_

Copy forwarded for information and taking necessary action to the

1. Director of Medical Education & E.O. Secretary, H. & F.W. Deptt. , Govt. of West Bengal
2. Sabhadhipati , Malda Zilla Parishad, Malda
3. District Magistrate & Chairman , Rogi Kalyan Samity , Malda Medical College & Hospital , Malda
4. MSVP, Malda Medical College & Hospital , Malda
5. Accounts Officer , Malda Medical College, Malda
6. Arijit Chatterjee , Malda Medical College , Malda , with the request kindly display the Notice in official websites.
7. \_\_\_\_\_
8. Office file.

  
Principal

Malda Medical College, Malda

Principal  
Malda Medical College  
MALDA.