



Government of West Bengal
Office of the MSVP, Malda Medical College & Hospital
PS- English Bazar, Malda - 732101
E_mail: msvpmldmch@gmail.com

Memo No.-MSVP/MMCH/ 6374

Dated, Malda, the 12/08/2026

NOTICE INVITING QUOTATION

Sealed quotations are invited from reputed firms for supply of essential Contingency articles which are urgently required for office of the MSVP, MMC&H, Malda.

1. General Information about the Quotation:

- Office of Issue : Office of the MSVP, MMC&H, Malda.
- Place of Opening the Quotation : Office of the MSVP, MMC&H, Malda.
- Address for communication : Same as above (a)

Terms & Conditions of the Quotation

Date of submission of Quotation:-12/08/2026 during office hours to 18/08/2026 till 1pm. Quotation will be opened on 18/08/2026 at 1 pm at the office of the undersigned.

e. Technical Bid :

1. Minimum Eligibility Criteria: P. Tax certificate & Paid Challan up to date
2. Trade license up to date.
3. PAN Card.
4. Income Tax Return of last three (3) years.
5. Credential Certificate of similar experience from any reputed organization at least 3 years.
6. GST

• **Financial Bid :**

- Rates should be quoted neatly typed in figures per unit with delivery & all charges including GST. Any deviation of Proforma will be treated as cancelled.
- Validity of Quotation: one year from the date of award of Quotation in case of no abnormal price fluctuations. The procurement will be made in phased manner or at a time as per requirement during validity.
- The Quotation Committee reserves the right of cancellation, adding, reducing or ~~defining~~ the Quotation in total or in partial without assigning any reason thereof.
- Total rate quoted for all one items together will be considered for evaluation. Purchase order may be placed to any type of menu as per requirement.
 - TIA is not bound to accept the lowest rate. Quality of above stated items will also be considered in selection of the bidder for supply of items. In case of equal rate, draw of lots will be done.
 - Delivery must be done at the office of the Msvp, Malda within 15 days from the date of issue of Supply Order, failing which the tender will be liable to be cancelled.
 - Rate quoted by the bidder should not be less than the minimum rate as prescribed format, else bid will automatically be disqualified, also blank rate or ' 0 ' (zero) quoted rate not to be considered.
- Bidders may visit the websites <https://www.malda.gov.in> & www.wbhealth.gov.in Bid
- Documents will be procured from MSVP office, MMC&H, Malda. Any subsequent notice regarding this Quotation shall be uploaded on the website only.
 - . **Quotation** will be in two parts- i) Technical & ii) Financial. Only qualified technical bid will be considered for opening of financial bid
- Rate offered by the bidders must be at par with the prevailing market rate.

Essential articles:-

SI No.	Item Name	Unit
1	A4 PAPER WHITE 75 GSM BEST QUALITY ISI MARK, (500 SGEET/ RIM) (JK paper/ Copy Power/ Century/ Trident Spectra/ Bindal/ Alpha power/Orient platinum)	300 Ream (Approx)
2	Stamp pad blue ink bottle for rubber stam (100ml/bottle/(Camlin/Shiny/Trodar/ASPL blue/Goldclass)	100 Pcs (Approx)
3	STAPLER SMALL NO- 10	100 Pcs (Approx)
4	Urine container plastic in sterile pack:size-60ml	10000 Pcs (Approx)
5	Wall clock :size-35cm diameter,shape0Round	05 Pcs (Approx)
6	Scissor made of stainless steel for office workSize:-05 inch	50 Pcs (Approx)
7	Stainless steel ruler scale of 30 cm/12 inch	20 Pcs (Approx)

If the last day for receiving quotation is declared a holiday, the next working day at the same time will be the last date & time for the receipt of quotation.

H. 2108/26

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL
MALDA

Memo No.-MSVP/MMCH/ *6374/1(10)*

Dated, Malda, the *12/08/2026* 2026

Copy Forwarded to :-

1. The D.H.S, West Bengal, Swasthya Bhvan, Saltlake City, Kol-91.
2. The District Magistrate, Malda
3. The Principal, MMC, Malda
4. The ADM (G), Malda.
5. The Additional Medical Superintendent, MMC&H, Malda.
6. The Accounts Officer, MMC&H, Malda.
7. Assistant Superintendent (NM), MMC&H, Malda
8. The DIO NIC, with request to upload the same in the district website.
9. The In-Charge, IT Cell, Department of Health & Family Welfare, Swasthya Bhawan, GN- 29, Sector-V, Salt lake City, Kolkata-700091 With request to upload the same in the department's website.
10. Guard file.

H. 2108/26

MEDICAL SUPERINTENDENT CUM VICE PRINCIPAL
MALDA MEDICAL COLLEGE & HOSPITAL
MALDA

(QUOTATION APPLICATION FORM)

To
The M.S.V.P
MMC&H, Malda

Sub: - Submission or rate your invited Memo No[

Sir,

As per your invited Memo No-
submitting our best possible rate.

Dated-

we are

ESSENTIAL ITEM:-

SL NO	NAME OF ITEM	Unit	Rate should be quoted including all charges
1	A4 PAPER WHITE 75 GSM BEST QUALITY ISI MARK, (500 SHEET/ RIM) (JK paper/ Copy Power/ Century/ Trident Spectra/ Bindal/ Alpha power/Orient platinum)	Per Rim	
2	Stamp pad blue ink bottle for rubber stam (100ml/bottle/(Camlin/Shiny/Trodat/ASPL blue/Goldclass)	Per Bottle	
3	STAPLER SMALL NO- 10	Per Piece	
4	Urine container plastic in sterile pack:size-60ml	Per Piece	
5	Wall clock :size-35cm diameter,shape0Round	Per Piece	
6	Scissor made of stainless steel for office work Size:-05 inch	Per Piece	
7	Stainless steel ruler scale of 30 cm/12 inch	Per Piece	

Thanking You

Respectfully