



**OFFICE OF THE EXECUTIVE ENGINEER  
CIVIL ENGINEERING DIVIN. NO. -II**

Sundarban Dev. Board, Sundarban Affairs Department  
(GOVERNMENT OF WEST BENGAL)  
Mayukh : 4<sup>th</sup> Floor; Bidhannagar; Kolkata - 91

**Memo No.- 997/CED-II/2020**

**Dated. 08.09.2020**

**NOTICE INVITING QUOTATION NO. - 01 OF 2020-21**

Sealed quotation in plain paper is invited by the Executive Engineer, Civil Engineering Division No-II, Sundarban Development Board from the outside bonafide Contractor/Supplier having capacity in supplying personnel , expert in e-procurement process for e-procurement cell of this Division at Mayukh ( 4<sup>th</sup> Floor ) , Salt Lake City , Kolkata - 91 and also carry out preparation of salary bill on "COSA" software and conversent with other software etc.

S.L No.	Name of Work	Eligibility of Quotationer	Engagement Period	Accepting Authority
1.	Supply of Personnel expert as Computer Operator for the Office of CED-II Sundarban Dev. Board at Mayukh (4th Floor) Salt Lake City, Kolkata-700091.	Bonafide Outsider	1(One) Years	S.E./S.D.P.C/S.D.B

**Last date of application for Quotation :-** 16.09.2020 upto 15:00Hrs.

**Last date of Issue of Quotation Paper :-** 18.09.2020 upto 15:00Hrs.

**TERMS & CONDITIONS :**

1. The quotation will be received by the undersigned up-to **14.00 hrs.** on **21.09.2020** and will be opened at **15.00 hrs. on the same day** in presence of the intending quotationers who may present themselves.
2. The intending applicant should submit the quotation along with copy of requisite valid Pan Card, P. Tax, Trade License etc. He/She shall have to produce the requisite documents at the time of verification.
3. The contractual period is for 1(One) Years and may be shortened by the Executive Engineer, Civil Engineering Division No-II, Sundarban Development Board, S.A. Department without assigning any reason for that.
4. Rate should be quoted both in figures and words clearly in the schedule of item of works attached with the quotation papers. All corrections should be attested under the dated initial of the Signature. Over writing and erasing is not permitted.

5. The accepting authority of the quotation i.e. Superintending Engineer, Sundarban Development Project Circle, Sundarban Development Board reserves the right to reject any or all the quotations without assigning any reason thereof.

6. Canvassing in connection with the quotation or quotationer who will resort to canvassing will be liable to rejection.

*Prayog*  
*08/09/2020*

**Executive Engineer  
Civil Engineering Division No-II  
Sundarban Development Board**

**Memo No. 997 /1(6)/CED-II/2020**

**Dated. 08.09.2020**

Copy forwarded for information and necessary action to :-

1. M.S & P.D., Sundarban Development Board, Mayukh (1<sup>st</sup> Floor), Salt Lake, Kolkata-91.
2. Chief Engineer, Sundarban Development Board, Mayukh (1<sup>st</sup> Floor), Salt Lake, Kolkata-91.
3. The Superintending Engineer, S.D.P.C., S.D. Board, Mayukh (1<sup>st</sup> Floor), Salt Lake, Kolkata-91.
4. The Executive Engineer, Civil Engineering Division No-I/III/IV/SIDD, S.D. Board.
5. Divisional Accounts Officer, CED No-II, S.D. Board.
6. Notice Board of Civil Engineering Division No-II, Sundarban Development Board.

*Prayog*  
*08/09/2020*

**Executive Engineer  
Civil Engineering Division No-II  
Sundarban Development Board**