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PUBLIC SERVICE COMMISSION
WEST BENGAL
161A, S. P. MUKHERJEE ROAD
KOLKATA – 700 026.

NIQ No..22-P.S.C **Notice Inviting Quotation** Date:21st Nov 2023

Sealed quotations are hereby invited for " Times Management Diary Planning 2024, Gupta Law Diary/ Lotus Diary 2024 & Desk Calender Refills 2024 "from recognised bonafide, resourceful & reputed companies/agencies (referred to as bidders) for use in the office of P.S.C, W.B at 161A S.P.Mukherjee Road,Kolkata-700026. The closing date of bids/quotations is the **30th of November 2023, upto 3:00 p.m.** The bids/quotations so submitted will be opened on the **same day at 3:30 p.m.**

The intending bidders who are willing to comply with the following terms & conditions, should quote rate:

1. Intending bidders have to submit bids/quotations with the photocopies of Professional Tax Certificate, Trade license, PAN card,15 digit GSTIN (if applicable)
2. The authority reserves the right to reject any or all the quotations without assigning any reason whatsoever. The authority also has the right to extend the period of submission of bid/quotation by issuance of notice through office notice board/website.
3. Intending bidders should submit bid/quotation during office hours of the above mentioned time period at the earmarked drop box 1 to be kept at the corridor of 8th floor in front of chamber of the Accounts Officer, P.S.C.
4. Intending bidder shall have to submit bid/quotation as per following format:-

Submission of Bid/Quotation
by.....in response to NIQ
No.....dated.....

Item No	Description work/Item	of	HCN/SA C Code	Base Price Per piece	Total	Applicable G.S.T(if any)	Grand Total
01	Times Management Diary Planning,2024. 6 Nos						
02	Gupta Law Diary / Lotus Diary / Exclusive Diary 2024. 72 Nos						
03	Desk Calender Refill, 2024. 72 Nos						

Sd/- N.Ghosh
Deputy Secretary
Public Service Commission
West Bengal

Copy for information to the:

Memo No: 22/NIQ/PSC

Date: 21st November 2023

1. Deputy Secretary(Estt)
2. Office Notice Board.
3. ✓ System Analyst_ You are requested to take the necessary steps to upload the NIQ in commission's website immediately.
4. Respective File.


Assistant Secretary,
Public Service Commission
West Bengal