



State Medical Faculty of West Bengal

14C, Beliaghata Main Road, Kolkata- 700 085

Ph : 2372-0185, Fax : 2372-0184

Website : www.smfwb.in / Email ID : faculty@smfwb.in

No. 779

- F / 03 -2013

14th July ' 2025

NOTICE INVITING QUOTATIONS

Quotations are invited from suppliers for supply of stationery materials. Interested Suppliers are requested to submit Quotations in sealed envelope at the Faculty office addressing to the Secretary, SMFWB, 14C, Beliaghata Main Road, Kolkata – 700 085 super scribing on the envelope with the words “Quotation for Supply of Stationery items”. Last date for submission of quotations is 25-07-2025 upto 5 PM. Quotations received after the last date, that is, on 25.07.2025 (upto 5 PM) will not be accepted, irrespective of the date of submission. Incomplete quotations will be treated as cancelled.

Interested suppliers may inspect the existing samples from the office of the Faculty between 11 AM to 4 PM from 14-07-2025 to 16-07-2025.

TERMS & CONDITIONS

- 1) This will be an one time purchase of the following materials.
- 2) Faculty reserves the right to cancel the order for supply of inferior quality of stationery items and delay in delivery of materials.
- 3) No advance payment will be made. Final payment for the quantity supplied against Purchase Order will be made within 10 days from the submission of correct bill. No enhancement of rate is admissible within the period of purchase order.
- 4) Supply of materials at the Faculty office should be made within 7 days from the day of placement of order.
- 5) PAN/TAN & Trade Licence copy must be accompanied with the Quotation.

List of materials required:-

Sl.No.	Description	Order Qty.
1	A4 Paper Rim (B2B copier Brand or similar) 70 GSM	20 Rim
2	FS Paper Rim (B2B copier Brand or similar) 75 GSM	20 Rim
3	Arch File (S.S. Tech-Fixers MKD by SS Udyog) or Similar Quality.	24 Pcs

(K. Basu)

Authorised Signatory

C.C. ✓ Web Site of SMFWB – www.smfwb.in

2. Notice Board of the Faculty for information.