



No. 524 /KMDA/CSC/MT-330/26

Date : 09/02/2026

NIQ No. 40/2025-2026

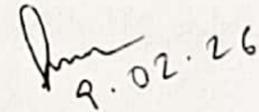
Date : 09/02/2026

Notice Inviting Quotation

Sealed Quotations are invited by the Deputy Secretary, Common Service Cell, Hqr, KMDA from bonafide, reliable , experienced in similar nature for the printing and supply of printing items as per the enclosed schedule at the Central Store under Common Service Cell, Hqr., KMDA at Unnayan Bhavan, Salt Lake City , DJ-11, Sector-II , Kolkata- 700 091.

The rate is to be quoted both in figure and words and also with GST (otherwise the quotation treated as cancelled). The quotations with photocopy of Trade License, GST certificate & Pan Card (Self-attested) in sealed cover will be received upto 1:30 P.M. on 16.02.2026 in the office of the undersigned and it will be opened on the same date at 2:30 P.M. in presence of intending quotationers.

The Authority reserves the right to accept or reject any or all the quotations without assigning any reasons whatsoever.


9.02.26

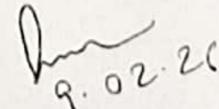
Deputy Secretary
Common Service Cell, Hqr., KMDA

No. 524 /1(5)/KMDA/CSC/MT-330/26

Date : 09/02/2026

Copy forwarded for information to :

1. The Deputy Secretary, PR Cell, KMDA is requested for wide circulation as per KMDA norms and display in KMDA website.
2. The ADFA, O&M Cell, KMDA.
3. The Store Officer, Central Store, Common Service Cell, Hqr., KMDA.
4. The Assistant Administrative Officer, Common Service Cell, Hqr., KMDA.
5. Notice Board, C.S. Cell, Hqr., KMDA.


9.02.26

Deputy Secretary
Common Service Cell, Hqr., KMDA

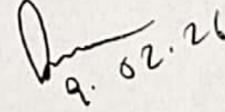
Annexure to Memo No. 524 /KMDA/CSC/MT-330/26 Date : 09/02/2026

NIQ No. 40/2025-2026

Date : 09/02/2026

SCHEDULE

SL. NO.	Description of the Printing Articles	Quantity required
01.	Letter Received Register	200 Nos.
02.	Letter Issue Register	200 Nos.
03.	Inter Departmental Register (Outwards)	100 Nos.


9.02.26

Deputy Secretary
Common Service Cell, Hq., KMDA