

Office of the Burdwan Municipality

G.T. Road, Burdwan, West Bengal, India – 713101

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Memo No: - 379/RSLC/LI/XII-6

Date: - 20.01.2022.

Notice Inviting Quotation

Burdwan Municipality hereby invites sealed quotation from reputed and experienced persons/organisations for hiring on rent of the shop room no. 26 situated in the second floor of Municipal Commercial complex at Jalkal Math, G.T. Road, Burdwan admeasuring 1727.97 sq.ft. approx for commercial purpose.

Schedule:

1. Last Date & Time of submission of Quotation: 29th January 2022, 3.00 PM
2. Opening of Quotation: 29th January 2022, 4.00 PM
3. Place of submission of Quotation: License Department, Burdwan Municipality

Terms and Conditions:

1. The successful bidder has to deposit the rent in advance per month within seventh day of the month for which it is due according to the English Calendar month.
2. The successful bidder has also to deposit 03 (three) months rent in advance as security deposit at the time of executing the rent agreement.
3. The bidder has to submit the valid documents as follows: -
 - a. In case of Individual: Photocopies of Voter Card, Adhar Card
 - b. In case of any organisation: Trade License / Company registration etc. along with the KYC of the proprietors/partners/directors etc.
4. One representative of each bidder may attend the opening the sealed quotations.
5. The authority reserves the right to accept or reject any or all the Quotations without assigning any reason or any correspondence whatsoever. The details of Quotation can be downloaded from our website www.burdwanmunicipality.gov.in.

Mamta Singh

**Chairperson
Board of Adminsitrators
Burdwan Municipality**

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Copy forwarded to: -

1. E.O., Burdwan Municipality
2. F.O., Burdwan Municipality
3. Secretary, Burdwan Municipality
4. In charge, License Department, Burdwan Municipality
5. Office Notice Board/ Official Website, Burdwan Municipality.
6. Editor, _____, with a request to publish the advertisement.

**CHAIRPERSON
Board of Administrators
Burdwan Municipality**

Mamta Singh

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Board of Adminsitrators
Burdwan Municipality
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Burdwan Municipality**