



सत्यमेव जयते

**GOVT. OF WEST BENGAL**  
**OFFICE OF THE EXECUTIVE ENGINEER**  
**ASANSOL DIVISION**  
**MUNICIPAL ENGINEERING DIRECTORATE**  
S.B.GORAI ROAD, BAROF KAL, PHE OFFICE COMPLEX  
ISMAIL, ASANSOL. Dist. Burdwan

Memo No: MED/ASAN/

/ /

Date:-

**NOTICE INVITING QUOTATION**  
**N.I.Q.:-01.of E.E/2017-2018**

A Sealed Quotation is hereby invited from the person having academic and professional experience for Performing Computer jobs in connection with preparation of periodical reports, updating the same, preparation of e-salary & other bills through IFMSS/HRMS, e-Tender, estimate, any type of report, day to day office letter and other documents etc. time to time as per requirement of the office of the Executive Engineer, Asansol Division M.E.Dte. for official purpose only as per following terms and condition.

1. Rate should be quoted per page (A-4, A-3, Legal Size) basis for above mentioned computer jobs.
2. The contract will be valid for one year and may be renewed afterwards.
3. Payment will be made per month basis after checking the submitted bill in the bank account through IFMS or as per rules as fixed by the Govt. time to time.
4. The job may be discontinued at any time within 7 (seven) days prior written notice from either side.
5. The undersigned reserves the right to reject any or all quotation without assigning any reason thereof.
6. The last date and time limit for receipt of the quotation(s) is on 02.05.2017 at 2.00 pm and will be opened on 02.05.2017. by the undersigned 2.30 pm n presence of the intending quotationcrs.

*Sd.*

Executive Engineer,  
M.E. Directorate,  
Asansol Division.

Memo No: MED/ASAN/ 125/041/94. Part-1.

Dated 19/4/17.

**Copy for information to**

- 1.) The Chief Engineer M.E.Dte. Bikash Bhavan, Saltlake, Kolkata-91
- 2.) The additional Chief Engineer M.E.Dte.:- Bikash Bhavan, Saltlake, Kolkata-91
- 3.) The Siuperintending Engineer, West Circle, M.E.dte – for information and necessary action.
4. Notice Board.

Executive Engineer,  
M.E. Directorate,  
Asansol Division.

*19-4-17*

**EXECUTIVE ENGINEER**  
**ASANSOL DIVISION, M. E. DTE.**  
**GOVT. OF W. B.**