

**GOVERNMENT OF WEST BENGAL**  
**DEPARTMENT OF SCHOOL EDUCATION**  
**STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING (S.C.E.R.T.)**  
**SAKTIGARH GOVT. SPON. PRIMARY TEACHERS' TRAINING INSTITUTE UNIT-I**  
**P.O- BARSUL \* DIST- PURBA BARDHAMAN \* PIN-713124**  
**ESTD - 16<sup>th</sup> Dec, 1963**

Website :- <https://saktigarhunitone.wbptti.in/> Email : saktigarhspgovtptti1@gmail.com

**Memo No. 265/F.No-24/SGSPTTI-1/2025**

**Date-13/12/2025**

**Invitation of Quotation for supplying of Sun Board Name plate (25pc) with vinyl paste and Installation at Saktigarh Govt. Spon. PTI Unit-1**

Memo No- 265/F.No-24/SGSPTTI-1/2025

Issue Date- 13/12/2025

Last date of Submission- 20/12/2025

Sealed Quotations are hereby invited by the undersigned on behalf of the Principal, Saktigarh Govt. Sponsored PTI Unit-1 for supplying of Sun Board Name plate (25pc) with vinyl paste and Installation for the institute as per terms & conditions mentioned below. The filled quotations along with all the required document must reach in the office of the undersigned on or before 20/12/2025. The envelope containing the quotation would please be sealed and super scribed as under-

**"Quotation for supplying of Sun Board Name plate (25pc) with vinyl paste and Installation at Saktigarh Govt. Spon. PTI Unit-1"**

Terms & conditions:

1. The unsealed quotation shall not be accepted under any circumstances. The submitted quotation through Email shall not be considered and no correspondence will be entertained in this matter.
2. The quotations received after this deadline shall not be entertained under any circumstances.
3. The agency/Supplier should not be black listed by any Govt Dept.
4. Quotation must be dropped in "Quotation Box" located in front of Administrative Building of Saktigarh Govt. Sponsored PTI (Unit-1)
5. Rates must be quoted including installation or other charge.
6. No overwriting or cutting is permitted in the rate. If found, quotation shall be rejected.
7. The rates quoted must be valid for 60 days minimum from the date of opening of the quotation. If any dilemma on this, please mention with quotation.
8. RTGS/NEFT details need to be furnished by the supplier with the quotation.
9. Delivery Period- within 07 days from Purchase order.
10. Payment Terms: Payment will be only after satisfactorily delivery & inspection of material by the office of Saktigarh Govt Sponsored PTI (Unit-1)
11. Bidder must quote the product as per specification provided in Annexure 1.
12. Interested Bidder must visit the campus before quoted the price.
13. Payment will be done through cheque or ECS after getting the bill.

Encl: ANNEXURE-1

  
Principal-in-Charge  
Saktigarh Govt Sponsored PTI (Unit-1)  
Barsul, Purba Bardhaman

ANNEXURE-1  
SPECIFICATIONS

Sl No	Details of Item	Required Quantity	Rate /pc	Remarks
1	Sun Board Name plate with vinyl paste.	25 pc		The Size of the Sun Board Name plate should be according to needs or order of Lecturer-in-charge, Saktigarh Govt. Spons. PTTI Unit-1.



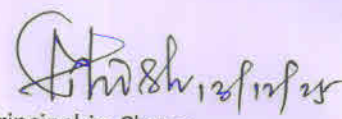
Principal-in-Charge  
Saktigarh Govt. Sponsored PTTI ( Unit-1)  
Bardsul, Purba Bardhaman  
Saktigarh Govt. Sponsored PTTI Unit-I  
Bardsul, Purba Bardhaman

Memo No-265/1(8)/F.No-24/SGSPTTI-1/2025

Dated- 13.12.2025

Copy forwarded for favour of your kind information along with a humble request for wide publication of the Invitation Quotation to the

1. The Director, SCERT, 25/3, Ballygunge Circular Road, Kolkata-19.
2. The Sub-Divisional Officer, Burdwan.
3. The Chairman, DPSC ,Burdwan
4. The BDO, Bardsul, Burdwan.
5. The Prodhan, Bardsul Gram Panchayet, Purba Burdwan.
6. Lecturer-In-Charge, Saktigarh Govt. Spon. PTTI-II
7. Lecturer-in-charge, DIET, Purba Bardhaman
8. Office Notice Board & Official Website.



Principal-in-Charge  
Saktigarh Govt. Sponsored PTTI ( Unit-1)  
Bardsul, Purba Bardhaman  
Saktigarh Govt. Sponsored PTTI Unit-I  
Bardsul, Purba Bardhaman