

**Government of West Bengal**  
**District Horticulture Office, Hooghly**  
**'Udyan Bhavan'**  
**Chinsurah RRS Campus, Chinsurah (R.S.), Hooghly**  
**Mail ID: horticulturehooghly@gmail.com**

Received  
without Verification  
16.09.2025  
D.D.A. (Trg.)  
A.T.C. Chinsurah, Hooghly

Memo No: 1075(7)/DHO/2025

Date- 16.09.2025

To

1. The Joint Director (Rice Development), R.R. Station, Chinsurah, Hooghly.
2. The Deputy Director of Agriculture (Admin.), Krishi Bhaban, Chinsurah, Hooghly.
3. The Senior Scientist and Head, Krishi Vigyan Kendra, Hooghly.
4. The Deputy Director of Agriculture, Training, ATC, Hooghly
5. The District Manager, WBSSCL, Hooghly
6. The Farm-in Charge HDF, Chandannagar
7. The Farm-in-Charge CHRDF, Chinsura

Sub: Display and Publication of Notice Inviting NIQ No. 02/DHO/2025-26,  
dated- 16.09.2025

Madam/Sir,

In reference to the above, please find herewith Notice Inviting NIQ No. 02/DHO/2025-26, dated- 16.09.2025 for displaying in your office notice board.

This is for your kind information and necessary circulation of the notice please.

Thanking you.

Yours faithfully

Encls: As Stated

  
District Horticulture Officer,  
Hooghly

Memo No: 1075(7)/1(1)/DHO/2025

Date- 16.09.2025

Copy forwarded for information to the:

The OSD & EO, Director of Horticulture (Admin), Dept. of FPI & Horticulture, Benfish Tower, Salt Lake, Kolkata-700091 with kind request to upload the notice in the departmental Website.

Received  
Contents not Verified  
Dishika Bose  
Office of the Jt. D. A. (Rice Dev.),  
Rice Research Station, Chinsurah  
Govt. of West Bengal

  
District Horticulture Officer  
Hooghly

16/9/25  
RECEIVED  
W. B. State Seed Corporation Ltd.  
Hooghly.

RECEIVED  
Contents Not Verified  
S. Roy 16/9/25  
Office of the D.D.A. (Admin.)  
Hooghly





Government of West Bengal  
District Horticulture Office, Hooghly  
Udyan Bhavan, Rice Research Station campus  
PO-Chinsurah (R.S.), Dist-Hooghly, Pin-712102  
E-mail ID: [horticulturehooghly@gmail.com](mailto:horticulturehooghly@gmail.com)

**NIQ No: 02/DHO/2025-26**

**Date: 16.09.2025**

**QUOTATION NOTICE**

Sealed quotations are hereby invited from interested Persons/Agencies for printing & supply of Scheme Application form, IEC material, SOP material & Flex of two sizes 5'x3' & 3'x2' sq.ft. for ongoing Duare Sarkar camps under "Amar Para Amar Samadhan" throughout the District & onwards publicity & extension as per memo no. I/673201/205 Dated 31.07.2025 of Director of Horticulture and approved MIDH Annual Action Plan 2025-26. The Persons/Agencies interested to participate in the quotation process may contact directly to District Horticulture Office, Hooghly, Udyan Bhavan, RRS Complex, Chinsurah, Hooghly subject to the fulfillment of the terms and conditions of the quotation.

1.	Name of work	:	Printing & supply of Scheme Application form, IEC material, SOP material & Flex of two sizes 5'x3' & 3'x2' sq.ft.
2.	Eligibility to participate in the quotation	:	Persons/Agencies have experience in general order supply
3.	Earnest Money	:	Rs. 2000/- (Rupees Two thousand ) only in the form of open Demand Draft drawn in favour of District Horticulture Officer, Hooghly from any Nationalized Bank
4.	Estimated value for the work	:	Rs. 80000.00
5.	Time of start of the Work	:	Within 7 days from the date of issue of Supply Order & to be completed within 14 days from the date of issue of supply order
6.	Last date and time of dropping quotation	:	1.00 pm. Of 23.09.2025
7.	Date and time of opening of sealed quotation	:	1.30 pm. of 23.09.2025
8.	Place of dropping Quotation	:	Quotation Box kept in the District Horticulture Office, Hooghly,
9.	Place and Date of receipt of quotation.	:	District Horticulture Office, Hooghly from 16.09.2025 to 22.09.2025 between 11.00 am to 4.00 pm.

  
District Horticulture Officer  
Hooghly




**Terms and conditions:-**

Contd.....

1. No quotation will be accepted without Earnest Money.
2. Each page of Quotation shall be signed by the Quotationer before submission of Quotation Paper.
3. The kind of work must be written on the envelop.
4. The Quotation documents will be supported Pan Card, Trade License, and other relevant documents.
5. Name & address of the quotationer and the item for which quotation is to be deposited should be super scribed in block letters on the top of the envelop.
6. A Supply order will be issued from the office of the undersigned and after accepting the same, the quotationer must start the work within stipulated time period as will be mentioned in the supply order, failing which his quotation may be cancelled and earnest money will be forfeited. No hike of rates will be allowed later on.
7. The payment will be made after successful completion of the supply.
8. The quotations, which do not fulfill any of the above conditions or incomplete in any respect, are liable to be summarily rejected.
9. The authority reserves the right to reject or accept any or all quotations without assigning any reason whatsoever.
10. The authority is not bound to accept the lowest quotation. Acceptance / cancellation of the quotation will depend solely on discretion of the authority and the authority is not bound to accept the lowest quotation if found unsuitable.
11. If the successful quotationer denies to accept the offer letter, his Earnest Money will be forfeited.
12. In the event of quotation being submitted by a firm, it must be signed by each member thereof and in the event of absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so.
13. Quotationer should complete the work as per required specification within the stipulated time
14. No claim for any subsequent increase in market price of anything more than the rates offered / quoted by the Quotationer shall be entertained.
15. The place of the supply may be visited by the intending quotationer prior to deposition of Quotation. In that case, he/she will contact the Office of the undersigned for necessary assistance.
16. The District Horticulture Officer, Hooghly reserves the right to issue Quotation Forms / Documents and accept or reject any quotation thereof without assigning any reason whatever and not to be bound to accept the lowest quotation.
17. *Specification of Scheme Application form, IEC material, SOP material & Flex (\*as per matter be provided from District Horticulture office, Hooghly along with Quotation Paper)*

Print item	Specification *	Quantity/Nos.
Application Form	In legal page size with perforation in the lower receipt portion	1000nos.x18blocks=18000
IEC material	In A4 page size & print matter in both side total in one page	400nos.x18 blocks=7200
SOP material	In A4 page size & print matter in both side total in two pages	100nosX18blocks=1800
Flex	5'x3' with eye hole in four corner	2 nos x 18 blocks=36
Flex	3'x2' with eye hole in four corner	2 nos x 18 blocks=36

*All the material should be good quality as per market standard & print should be proper & clear.*

  
District Horticulture Officer  
Hooghly

16.09/25