

टेलिफोन / Telephone : (033) 2223-0229/36-38  
फैक्स / FAX : (033) 2223-0853  
ई-मेल / E-MAIL: pommdkol@yahoo.com



Govt. of India

“मेरिन हाऊस” “Marine House”  
हेस्टिंग्स, Hastings, कोलकत्ता / Kolkata- 700 022

भारत सरकार / GOVERNMENT OF INDIA  
पोत परिवहन मंत्रालय / MINISTRY OF SHIPPING  
समुद्री वाणिज्य विभाग / MERCANTILE MARINE DEPARTMENT  
कोलकत्ता – जिला / Kolkata District

पत्रांक / No.13/ST/ID CARD/2014

दिनांक / Dated : 11.02.2019

**“Invitation of quotation for preparation of laminated ID-Cards for MMD, Kolkata**

Sealed quotations are invited from reputed manufactures/dealers on behalf of **The Principal Officer, Mercantile Marine Department, Kolkata** for preparation of laminated ID-Cards for MMD, Kolkata as terms and conditions & specifications given below. The Sealed financial quotation must be delivered alongwith all required documents in the office on or before **05.03.2019 at 1500 hrs.** The Envelope containing the quotation would please be sealed and super scribed as under:-

**“Quotation for preparation of laminated ID-Cards for MMD, Kolkata against file no. 13/ST/ID CARD/2014”**

**Specification of Identity Card:-**

- ID-Card Size: Approx. 3.5” Length X 2.5” width
- Quality: Laminated fiber type material.
- Specimen scanned ID card copies attached.

**Terms and Conditions:-**

1. The firm/agency may satisfy the following conditions and attach self-attested copy of the same with the quotation: -
  - i. Firm shall be registered with the Government of West Bengal/ Central Government.
  - ii. The firm shall have valid PAN Number.
  - iii. The firm shall have valid GST Certificate.
  - iv. Tax Clearance Certificate .
  - v. Experience Certificate of working in Govt. Organization.
2. The unit rate will be valid upto 1 years.

3. Quotations may be dropped in the tender box placed in Office.
4. Please note that Incomplete Tenders/Late Tenders/ Delayed Tenders will not be considered at all.
5. MMD, Kolkata reserves the right to increase or decrease amount of work. Decision of Quantity of Equipment and Instruments in the MMD, Kolkata will be final in this regard.
6. MMD Kolkata reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the MMD, Kolkata will be final in this regard.
7. The inner envelopes should be separately sealed and properly super scribed (Financial Bid). Outer envelope containing inner envelopes should be addressed as below and NOT to any individual by name.

Addressed to:-

**The Principal Officer  
Mercantile Marine Department  
Marine House, Napier Road,  
Hastings, Kolkat-700 022**

भवदीय/ Yours faithfully



उबैदु रहमान / Ubaidu Rehman

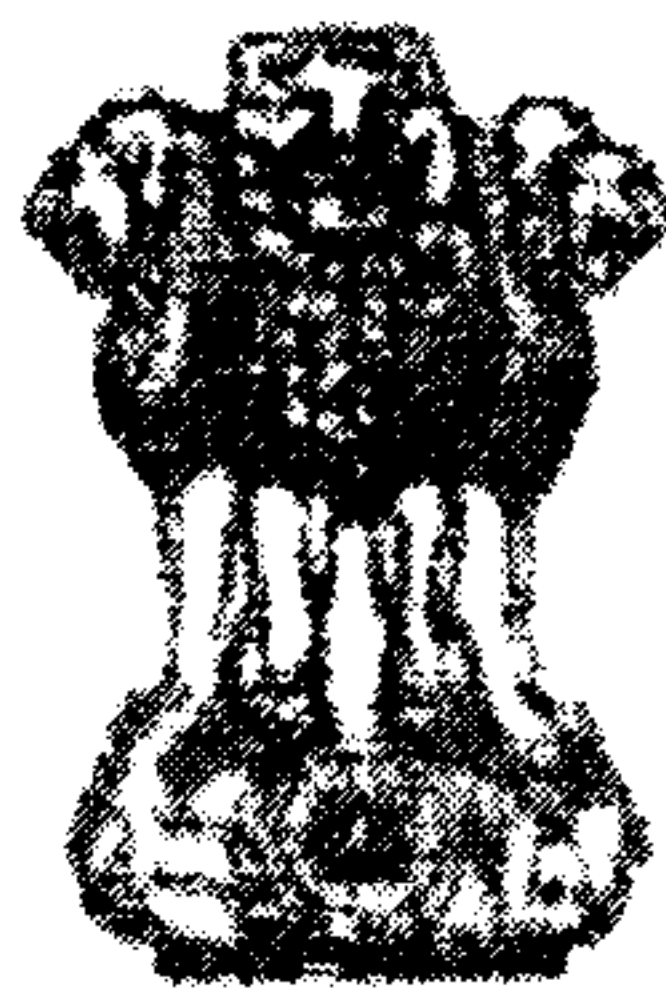
इंजीनियर एवं पोत सर्वेक्षक-उ. म. नि.(तक.)/Engineer & Ship Surveyor-cum-DDG(Tech).

समुद्री वाणिज्य विभाग / Mercantile Marine Department

कोलकाता जिला / Kolkata District.

Front Page.

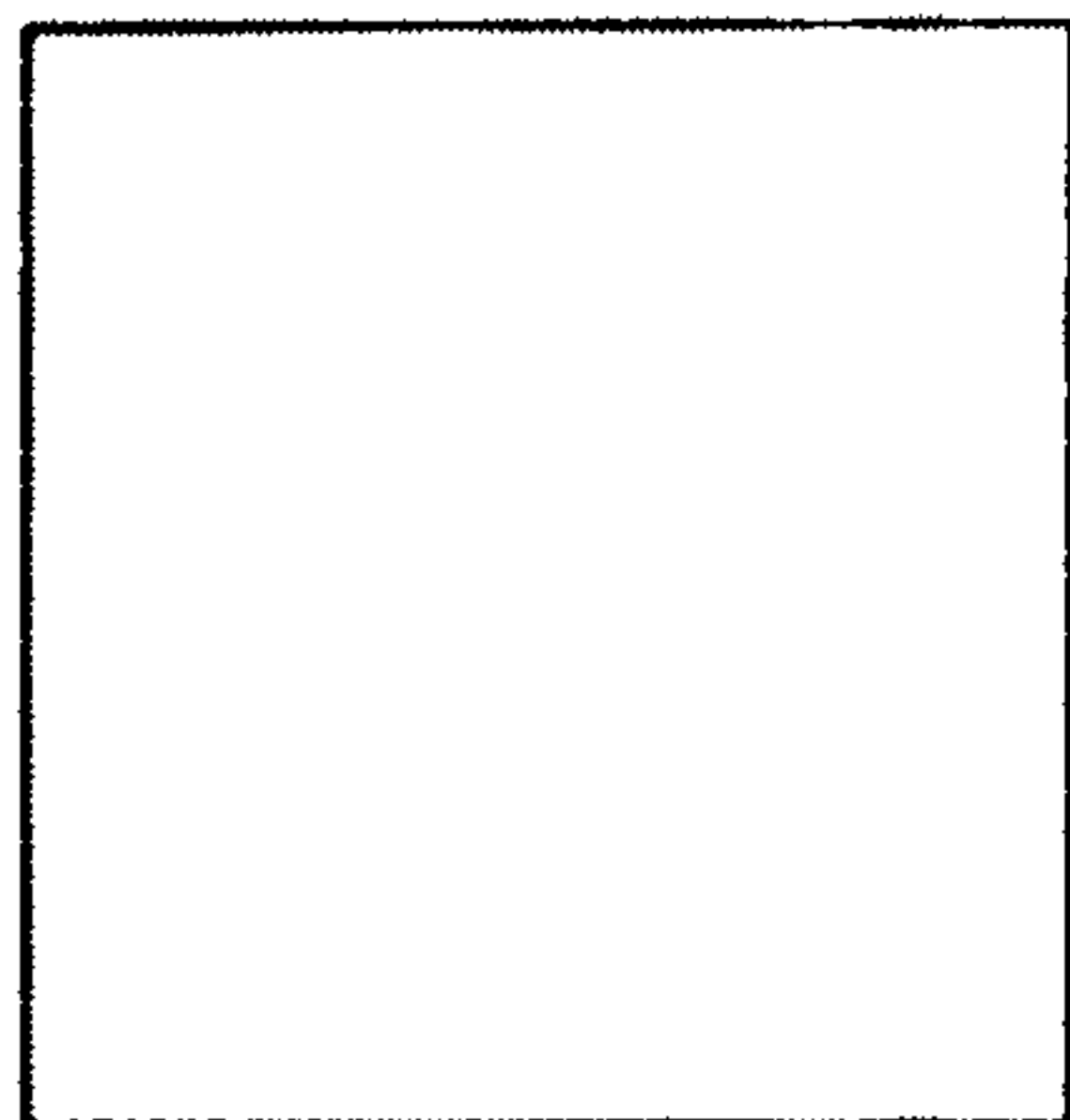
भारत सरकार  
पोत परिवहन मंत्रालय  
समुद्री वाणिज्य विभाग  
"मेरिन हाउस", हास्टिंग्स  
कोलकाता- 700 022



सत्यमेव जयते

Government of India  
Ministry of Shipping  
Mercantile Marine Department  
"Marine House", Hastings  
Kolkata - 700 022

AADHAR CARD NO.



नाम

Name

पदनाम :

Designation

जन्म तिथि / Date of Birth

जारी करने की तारीख / Date of Issue

रक्त वर्ग / Blood Group

प्रधान अधिकारी  
Principal Officer

धारक के हस्ताक्षर  
Signature of Holder

Back Page.

## GENERAL CONDITIONS OF ISSUE

1. THIS CARD IS NOT TRANSFERABLE AND SHALL BE WORN BY THE OFFICIAL ALL TIMES WHILE ON DUTY & REPORTING FOR DUTY.
2. THIS CARD IS THE PROPERTY OF GOVT. OF INDIA AND SHOULD BE RETURNED TO THE ISSUING OFFICER WHEN NO LONGER REQUIRED OR ON CESSATION OF SERVICE.
3. LOSS OR FINDING OF THIS CARD SHOULD BE REPORTED AT ONCE TO THE ISSUING AUTHORITY OR TO THE NEAREST POLICE STATION.
4. THE IDENTITY CARD SHOULD BE SURRENDERED ON TRANSFER, RETIREMENT DEATH OR SUSPENSION ETC.
5. IN CASE OF EMERGENCY PLEASE CONTACT
6. RESIDENTIAL ADDRESS