

Notice Inviting Quotation No –NSTIAM/DIRECTOR/19/2025-26/R1 dated 09/03/2026

It is being informed to all concerned agencies that this office requires one laundry service agency who shall serve the laundry service of the following 03 nos. items per set.

Sl. No.	Name of Items per set	Maximum limit to be washed
1.	Bed Sheet/Bed Cover	1900 Sets.
2.	Pillow Cover	
3.	Towel	

Cleaning order shall be issued in advance separately as per different training & official purposes to the selected agency for laundry service of the said materials which shall include collection & delivery (both by hand to hand) at the Institute. Any other mode of collection & delivery other than as specified above shall not be accepted.

Agency shall have to collect the items from the Institute within next 24 working hours of issuance of the Cleaning order & shall return the items to the Institute after cleaning within next 03 working days after receiving of such items.

In light of the above, all interested agencies are requested to submit their sealed quotation in their official letterhead as per the prescribed format "Annex- A", which may be collected from the Accounts Section of the Institute during all working days from 11:00 AM to 4:00 PM by depositing a non-refundable NIQ fees of Rs. 300/- (Rupees three hundred only) through **Cash/ Demand Draft in the name of "WBSMB-NSTIAM"**, payable at Baidyabati from 12/03/2026 to 23/03/2026.

Last Date of submission of the Quotation at 4:00 PM of 23/03/2026 in the locked 'Tender Box' kept in the said office address. Opening of the quotation shall be done on 24/03/2026 at 2:00 P.M. Any modification in the content of the 'Annex- A' shall invite cancellation of the candidature of the Agency and the submitted quotation shall be unconditional. Quoted rate shall be inclusive of all applicable taxes as well as collection and delivery charges of the items from & to NSTIAM, respectively. Interested agencies may visit to the Institute in all working days from 12/03/2026 to 23/03/2026 from 11:00 AM to 4:00 PM to see the sample items for laundry service.

The undersigned reserves all right to accept or reject any/all quotation without assigning any reason whatsoever.

Director, NSTIAM