



CHANDERNAGORE MUNICIPAL CORPORATION

No.IA/Tend/ 2017-18/123

Dated. 14.02.2017

TENDER NOTICE

Sealed tenders are invited from the enlisted suppliers of this Corporation, as well as from the experienced, resourceful and interested suppliers for supply of the following Printing items required for the different department of this Corporation, during the Financial Year 2017-2018 (w.e.f. 01.04.2017 to 31.03.2018).

Tenders are to be submitted on or before 06.03.2017 within 3.00 p.m. and will be open on the same day at 3.30 p.m. Rates should be inclusive of all the taxes and other incidental charges if any.

Head of A/c. Municipal Fund

Tender is hereby invited in 2 (two) bid forms :
a) Technical bid,
b) Financial bid.

Technical bid envelop should contain the following documents :-

1. Address Proof
2. Copy of Trade License
3. Copy of PAN Card
4. Copy of Last I.T. Return
5. Copy of Last Sales Tax Return
6. Experience Certificate
7. Non Conviction Certificate

Financial bid envelop should contain :-

1. Rate Chart of the items.

Two separate envelops must be submitted for each bid. Both bids submitted in a single envelop will automatically be cancelled.

In case of accepted tenderer, whose rates have been accepted, fails to supply the required items within the stipulated date & time, necessary items will be procured from the available sources & the difference in cost will be recovered from the tenderers.

This Corporation reserves the right to accepted or reject any tender without assigning any reason whatsoever.

This Tender Notice may visit in CMC website No. www.chandernagoremunicipalcorporation.in

It is also noted that the items should be as per specification.

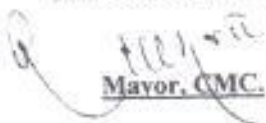
[Description of the items are attached in separate sheets]


Mayor
Chandernagore Municipal Corporation

Copy to :-

1. Dy. Mayor
2. M, M.I.C. (SI)
3. M, M.I.C. (Relief)
4. M, M.I.C. (Market)
5. M, M.I.C. (License)
6. M, M.I.C. (Store & Garage)
7. F. O.
8. Engineer
9. A. O.
10. M.S. Dishari
11. System Analyst, I.T. Cell, for immediate uploading the notice in the official website.
12. Store
13. Office Notice Board
14. Borough Notice Board 1,2,3,4,5

15. M/S.....


Mayor, CMC.

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CHANDERNAGORE MUNICIPAL CORPORATION
Marie Park, P.O. Chandernagore, Hooghly – 712136

Tender Notice No. IA/Tend/ 2017-18/123 Date : 14.02.2017

**List of Requisition from different department
of this Corporation**

Subject of the Tender : Printing Items

Date of Opening : 04.03.2017

Time : 3-30 p.m.

**This Tender Notice may visit in CMC website
No. www.chandernagoremunicipalcorporation.in**

**It is here noted that all items should be as per
our specification, for further detail about
specification tenderer are requested to contact
Store Department of this Corporation.**

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R.B.D. DEPARTMENT (BIRTH & DEATH)

Sl. No.	Description of the items	Quantity Required	Rate Required
1.	Application 'Form' for the Registration of child's name (as per our sample)	90 books x 100 pgs	Lot
2.	Application 'Form' for the Registration of Deaths/ cremation (as per our sample)	50 books x 100 pgs	-do-
3.	Blank certification of Birth(10 x 12 x 1,100 GSM)(as per our sample)	3,000 pcs	-do-
4.	Blank certificate of Deaths(10 x 12 x 1,100 GSM) (as per sample)	3,000 pcs	Lot
5.	Blank certificate of Cremation(10 x 12 x 1,80GSM) (as per sample)	2,000 pcs	-do-
6.	Sub-Register Reports Books (as per sample)	60 Books x 100 pgs each	Lot
7.	Receipt Challan Books(Yellow , Pink, White) as per sample	60 Books x 150 pgs. each (Two duplicate)	Lot
8.	Daily Register for Birth Certificate (Birth Certificate issued Register)	2 Books x 200 pgs. each	per Book
9.	Daily Register for Death Certificate (Death Certificate issued Register)	2 Book x 200 pgs. each	-do-
10.	Requisition pay slip(Order of Money Receipt)	100 Books x 100 Pages each	Lot
11.	Blank Certificate current system of Birth (8x12x1, 100 GSM) (E-Governance)	3,000 pcs.	Per thousand
12.	Blank Certificate current system of Death (8x12x1, 100 GSM) (E-Governance)	3000 pcs.	Per thousand
13.	Blank Certificate of Cremation System (E-Governance) (8 x 12 x 1, 100 GSM)	2000 pcs.	Per thousand
14.	Register of Death Records (Electric)	2 Books x 200 Pages each	Lot
15.	Register of Cremation Records	2 Books x 200 Pages each	Lot
16.	Register of Death & Cremation Records	2 Books x 200 Pages each	Lot

TAX DEPARTMENT & P.W.D.

Sl. No.	Description of the item.	Quantity Required	Rate Required
17.	Daily progress Register(as per sample)	5 Books x 300 pgs. each	Lot
18.	Demand Bill for property Tax(as per our sample)	42,000 pgs.(10x10-60GSM)	Lot/per thousand
19.	Tender Form(as per our sample)	600 pcs.	Lot/per thousand
20.	Form No. 97(as per our sample)	1000 pcs.	per thousand
21.	Permission for Puja & Festival(Erection poles & pandels) as per sample	50 books x 100 pgs	Lot
22.	Erection of poles and pandels (permission Form) as per sample	50 book x 100 page each	Lot
23.	Work order pad	100 pads x 50 pgs.	Lot
24.	Form No. PW/01	200 pcs.	Lot

BUILDING DEPARTMENT

Sl. No.	Description of the item.	Quantity Required	Rate Required
25.	Building plan Notice issued register(as per sample)	2 books x 250 pgs. each	each
26.	Letter(Building Deptt.) (unauthorized construction)	10 pad x 100 pages each	Lot
27.	Letter(Building Deptt.) 4 (construction work after plinth	5 books x 100 pgs.(each)	Lot
28.	BD-3 Notice pad	30 pads x 200 pgs. each	Lot
29.	Register of Building plan(Issuing)	5 books x 200 pgs. each	each
30.	Register of site plan(Issuing)	5 books x 200 pgs. each	each
31.	Register of Building plan(Receiving)	5 books x 200 folio each	Lot
32.	Register of site plan(Receiving)	5 books x 200 folio each	Lot

BUILDING DEPARTMENT

Sl. No.	Description of the item.	Quantity Required	Rate Required
33.	Building plan(Bengali)	10 pads x 100 pages each	Lot
34.	Rod Checking Certificate	2 pads x 100 Pages each	lot
35.	B.D-2 (for inform taking action against illegal Construction)	6 pads x 100 pages each	Lot
36.	B.D.-7 for fine	6 pads x 100 pages each	each
37.	B.D. -1 (Notice for illegal Construction)	10 Books x 100 pages each	Lot
38.	B.D. -2/M	25 pads x 100 pages each	Lot
39.	BD-4-A(Notice Pad)	10 Pads x 100 Pages each	Lot
40.	Form - H	3 pads x 100 pages each	Lot
41.	ক্রমাঙ্ক বাস্ত বিভাগ/৪	3 pads x 100 pages each	Lot
42.	Form - C	30 pads x 100 pages each	Lot

(EDUCATION DEPTT.)

Sl. No.	Description of the items	Quantity required	Rate Required
43.	Result Sheet	500 pcs	Lot
44.	Student Attendance Register - Double Folio	50 Nos.	Lot
45.	Aquitence Register	10 Books x 50 Folio each	Lot
46.	Salary Bill (Loose)	500 Pcs.	Lot
47.	Student Fees Collection Receipt Book	20 Book x 25 Pages each	Lot
48.	Leave Register	10 Books x 50 Pages each	Lot
49.	Admission Register	10 Books x 50 Pages each	Lot
50.	School Certificate	10 Books x 50 Pages each	Lot
51.	Contingency Form	500 pcs.	Lot
52.	Transfer Certificate	10 Books x 50 pages each	Lot
53.	Triple Challan	5 Nos.	Lot
54.	Report Card for Class I & II	400 pcs.	Lot
55.	Report Card for Class III,IV	400 pcs.	Lot
56.	Student Fees Collection Receipt Book	10 Books x 100 pages each	Lot

CASH DEPARTMENT

Sl. No.	Description of the items	Quantity required	Rate Required
57.	Cashier's Cash Book (as per our sample)	4 books x 150 folio each	Lot
58.	Treasury Challan (as per our sample)	6 books x 150 folio each	Lot
59.	Cash Disbursement Register(as per our sample)	4 books x 365 Pages each	Lot
60.	Register of details daily cash balance(as per our sample)	3 books x 150 folio each	Lot
61.	Imprest cash Register (as per sample)	1 book x 100 folio each	Lot
62.	Undisburse Register of Pension	1 book x 100 folio each	Lot
63.	Revenue Register	1 book x 100 folio each	Lot

MAYOR OFFICE & TYPE

Sl. No.	Description of the item.	Quantity Required	Rate Required
64.	Letter Head pad(Mayor) A 4 size(Eng.) Best Quality(loose sheet)	60 pkts.x 100 pgs.	per lot
65.	Letter Head pad (Mayor) A 4 size (Beng.) Best quality (loose sheet)	50 pkts. x 100 pgs.	per lot
66.	Letter Head pad (Mayor) Legal size (Eng.) Best quality (loose sheet)	40 pkts. x 100 pgs.	per lot
67.	Letter Head pad (Mayor) Legal size (Beng.) Best quality (loose sheet)	25 pkts. x 100 pgs	per lot
68.	Letter Head pad (Mayor) small size (Eng.) Best quality (loose sheet) 1/6 with Printing	80 pkts. x 100 pgs.	per lot
69.	Letter Head pad (Mayor) small size (Beng) Best quality (loose sheet) 1/6 with Printing	40 pkts. x 100 pgs	per lot
70.	Letter head pad (Dy. Mayor) A 4 size Best quality (loose sheet) (Beng./Eng.)	10pkts. x 100 pgs	per lot

MAYOR OFFICE & TYPE

Sl. No.	Description of the item.	Quantity Required	Rate Required
71.	Dy. Mayor Legal Eng./or Beng. Letter Head Pad	10 pkts x 100 pages	per lot
72.	Dy. Mayor Small 1/6 Eng./or Beng. Letter Head Pad	10 pkts x 100 pages	per lot
73.	Letter Head pad Blank Legal size (Eng.) Best quality (loose sheet)	60pkts. x 100 pgs	per lot
74.	Letter Head pad Blank Legal (Beng) Best quality (loose sheet)	50pkts. x 100 pgs	per lot
75.	Letter Head pad (Blank) A 4 size (Eng.) Best quality (loose sheet)	100 pkts. x 100 pgs.	per lot
76.	Letter Head Pad A4 Beng (Blank)	80 pkts x 100 pages	per lot
77.	Letter Head pad Blank small size (Beng) Best quality (loose sheet) 1/6 with Printing	100pkts x 100 pgs	per lot
78.	Letter Head Pad Blank 1/6 (English) Loose Sheet	120 pkts x 100 pages	per lot
79.	Special letter Head (Eng. or Beng.) Best quality (loose sheet)	25pkts x 100 pgs	per lot
80.	Letter Head pad Board of Management for Chandernagore Stadium	6pkts x 100 pgs	per lot

RABINDRA BHAWAN

81.	Provisional Booking permission Form	10Books x 100 page each	per lot
82.	Rabindra bhaban final booking permission Form	10Books x 100 page each	per lot
83.	Rabindra Bhaban declaration Form	5 Books x 100 page each	per lot
84.	Rabindra Bhaban seating arrangement chart	5 Books x 100 page each	per lot
85.	Cash memo of Puthighar (with duplicate)	50Books x 100 Page each	per lot
86.	Challan Boook (Puthighar) with 2 cap duplicate)	20Booksx150 pages each	per lot
87.	Puthighar Book purchase requisition pad	10Booksx100 pages each	per lot
88.	Rabindra Bhaban letter head pad	10 Books x 100 pages each	per lot
89.	Register of Rabibdra Bhaban Hall, Guest House Booking	3 Books x 400 Pages each	Lot
90.	Register of Rabindra Bhaban Hall & Guest House Booking 400 Page as per sample	4 Books x 400 Pages	Lot

LAW DEPTT.

Sl. No.	Description of the item.	Quantity Required	Rate Required
91.	Suit Register	1Books x 200 folio	each

WONDERLAND PARK

Sl. No.	Description of the item.	Quantity Required	Rate Required
92.	Coupon for Boating (Value Rs.15/-)	30,000 Nos.	Lot
93.	Entry ticket of Wonderland Park (Value Rs. 10/-)	1,00,000 Nos.	Per 10,000 Nos.
94.	Parking fees Ticket (Value Rs. 50/- Per Vehicle)	10,000 Nos.	Per thousand
95.	Picnic Spot Booking ticket (Value Rs. 200/- Per Spot)	5000 Nos.	Per thousand
96.	Application Form for Booking of Wonderland Guest House.	5 Books x 100 Pages each	Lot
97.	Application Form for provisional Booking of Wonderland Guest House	5 Books x 100 Pages each x 3	Lot
98.	Application Form for Final Booking of Wonderland Guest House	5 Books x 100 Pages each x 5	Lot
99.	Format for intimation of Guest/Boarder for stay in Wonderland Guest House.	5 Books x 100 Pages each	Lot
100.	Form for instruction to the in-charge Wonderland Park Guest House, Khalisani Bowbazar, Chandernagore.	5 Books x 100 Pages each	Lot

LICENSE DEPTT.

Sl. No.	Description of Stores	Quantity Required	Rate required
101.	Challan (As per our sample)	8 books x 250 folio (each)	Lot
102.	Richshaw Register(As per our sample)	2 books x 200 folio(each)	Lot
103.	Cycle Van Register (As per our sample)	-do-	-do-
104.	Puller Register (As per our sample)	-do-	-do-
105.	Certificate Book of enlistment Trade License (As per our sample)	100 books x 100 folio(each)(with duplicate)	lot
106.	Receipt book of cycle Rickshaw (Form No.36/94)	20 Books x 100 pages(each) (with duplicate) (As per our sample)	Lot
107.	Receipt book of cycle van Rickshaw (Form No. 24(83)	10 books x 100 pages(each)(with duplicate) (as per our sample)	Lot
108.	Receipt book of Puller -do-	20 Books x 100 pages (each) (with duplicate)	Lot
109.	Tin ticket of Cycle Rickshaw (as per our sample)	1500 pcs. Size - (6"x4") with Printing	Lot
110.	Tin ticket of cycle Van (as per our sample)	1000 Pcs. Size - (3"x2") with Printing	Lot
111.	Application Form for New Trade License Enlistment (as per our sample)	30 books x 100 pages each	lot
112.	Rickshaw driver from(as per sample)	10 books x -do-	-do-
113.	Rickshaw License Renewal form (as per our sample)	10 books x -do-	-do-
114.	Demand Notice -do-	100 books x -do- (Double Carbon)	Lot
115.	Business Matter Meeting Notice(as per our sample)	5 Books x -do-	Lot
116.	Business matter permit Notice(as per our sample)	5 Books x -do-	Lot
117.	Cycle Rickshaw Owner Card with Plastic Cover	(2000 Nos. with Printing) (As per our sample)	Lot
118.	Cycle Rickshaw Owner Envelope	2000 Pcs. (White Plustic) Envelope	Lot
119.	Cycle Rickshaw Owner Form (as per our sample)	10 Books x -do-	Lot
120.	Trade License Renewal Form	10 books x 100 pages each	Lot
121.	Notice for visiting	10 books x 100 pages each with duplicate	Lot
122.	Puller Owner Card	2000 Pcs.	Lot
123.	Puller Owner Envelope (White) Plastic	2000 Pcs.	Lot

ASSESSMENT DEPARTMENT & ALL BOROUGH OFFICES

Sl. No.	Name of Item	Quantity required	Rate Required
124.	Work Register	10 Books x 100 pages each	Lot
125.	Site plan Register (Receiving) (For Borough Office)	5 Books x 200 pages each	-do-
126.	Building Plan Register -do-	5 -do-	-do-
127.	Final Bill Form (Yellow 1 st page)	1000 pcs.	-do-
128.	Final Bill Form(Yellow 2 nd page)	1000 Pcs.	-do-
129.	Running Bill Form (1 st page)	500 Pcs.	-do-
130.	-do- 2 nd page	500 Pcs	-do-
131.	Building Plan Form "A"	50 Pad x 100 pages each	-do-
132.	-Do-"B"	30 Pad x 100 pages each	-do-
133.	-Do-"C"	80 Pad x 100 Pages each	-do-
134.	-Do-"D"	-do-	-do-
135.	-Do-"E"	30 Pad x 100 pages each	-do-

ASSESSMENT DEPARTMENT & ALL BOROUGH OFFICES

Sl. No.	Name of Item	Quantity required	Rate Required
136.	-Do-"F"	-do-	-do-
137.	-Do-"G"	-do-	-do-
138.	-Do-"H"	-do-	-do-
139.	-Do-"I"	-do-	-do-
140.	-Do-"L"	-do-	-do-
141.	-Do-"O"	-do-	-do-
142.	Cash Book (Borough use)	10 Books x 200 pages each	-do-
143.	Estimate form	10 Books x 100 pages each	-do-
144.	Stock Register	10 Books x 100 pages each	-do-
145.	Old Building form(Bengali)	5 Books x 100 pages each	lot
146.	Master Roll (for G.R.)	500 pcs.	Lot
147.	Master Roll (Attendance Sheet)	2000 pcs.	Lot
148.	Wages Bill (Labour) Inner	1000 pcs. (Loose)	Lot
149.	Wages Bill (Labour) Cover	3,000 pcs. (Loose)	Lot
150.	Application for Vat & septic tank clearance	40 Books x 100 pages each	lot
151.	Notice under sub rule 114/3 of C.M.C Act 1990	20 Books x 100 pages each	lot
152.	Rickshaw Van/Trailer form	25 B x 100 pages each	lot
153.	Notice 138	20 B x 100 Pages each	lot
154.	Bill Register	5 B x 100 Pages each	lot
155.	Asset Register	5 B x 100 Pages each	lot
156.	Departmental Charges Receipt	15 Pads x 100 Pages each	lot
157.	Letter of visiting	40 Pads x 100 Pages each	lot
158.	Form No.Ass/01 Order sheet Mutation	40 Books x 100 pages (each)	Lot
159.	Form No.Ass/02 Order sheet Sub-Division	40 Books x 100 pages (each)	Lot
160.	Form No.Ass/03 Order sheet Creation	40 Books x 100 pages (each)	Lot
161.	Form No.Ass/04 Order sheet (New Building Assessment)	50 Books x 100 pages (each)	Lot
162.	Form No.Ass/05 Notice for No objection	50 Books x 100 pages (each)	Lot
163.	Form No.Ass/06 Application from for A.R.True Copy	60 Books x 100 pages (each)	Lot
164.	Form No.Ass/07 Notice for Mutation/Sub-Division/Amalgamation (Duplicate)	60 Books x 100 pages (each)	Lot
165.	Form No.Ass/08 Notice for deed verification	50 Books x 100 pages (each)	Lot
166.	Form No.Ass/09 Order sheet Amalgamation (Bengali)	40 Books x 100 pages (each)	Lot
167.	Form No.Ass/10 Notice for Rectification (Bengali)	40 Books x 100 pages (each)	Lot
168.	Form No.Ass/11 Notice form Annual Valuation (Bengali)	40 Books x 100 pages (each)	Lot
169.	Form No.Ass/12 Application from for Mutation	50 Books x 100 pages (each)	Lot
170.	A.R. Copy Deposit Slip (Code No. 230)	(100 x 2)x50 pad	Lot

MARKET DEPTT.

Sl. No.	Description of Stores	Quantity Required	Rate Required
171.	Toll token	400 Books x 250 pages each Price 2/-	Lot
172.	Collection Register (For room of L.G. Bazar Daily rent collection with Front level)	2 Books x 450 pages each	each
173.	Collection Register (For Goomti of L.G. Bazar Daily rent collection with Front level)	2 Books x 350 pages each	each
174.	Monthly Rent Collection Register (For room of L.G. Bazar Front Level)	1 Book x 100 pages each	each

MARKET DEPTT.

Sl. No.	Description of Stores	Quantity Required	Rate Required
175.	Monthly Rent Collection Registrar (for Khalisani P.B. & Others) with front level	1 Book x 100 pages each	each
176.	Monthly Rent Collection Register (For Khalisani Bowbazar & Others) with front level	1 Book x 100 pages each	each
177.	Daily Rent collection receipt book (with duplicate) each	150 books x 100 pages	each/lot
178.	Slaughter house Register	4 Books x 200 folio each	each/lot
179.	Slaughter house receipt Books (with duplicate)	100 books x 100 pages each	each/lot
180.	Daily Rent collection receipt book (with duplicate) for church Road Barabazar	5 books x 100 pages each	each/lot
181.	Daily Rent Collection Register (For Church Road to Barabazar with Front Level)	2 Books x 100 pages each	each/lot

CONSERVANCY DEPTT.

Sl. No.	Description of Stores	Quantity Required	Rate Required
182.	Details of daily attendance(from No.CN/01)	80 Pad x 100 Page each	do
183.	Form No. CN/02	100 Pad x 100 Page each	do
184.	Present & Absent of Labour (form No.CN/03)	50 Pad x 100 Page each	do
185.	Daily work Report(Form No.4)	60 Pad x 100 Page each	do
186.	Monthly Absent list Form No.CN/05	30 Pad x 100 Page each	-do-
187.	Casual leave Form of labour	50 Book x 100 Page each	-do-
188.	Earned Leave Form of labour	60 Book x 100 Page each	-do-
189.	Daily attendance Register of Labour	100 books x 24 pages each	-do-
190.	Establishment Check register	4 books x 200 pages each	-do-

P.G.CELL DEPARTMENT & ADM

Sl. No.	Description of Stores	Quotation Required	Rate Quantity
191.	Attendance Register	100 Books x 100 pages each	Lot
192.	Earned leave Form	50 pads x 200 pages each	Lot
193.	Casual Leave Form	50 pads x 200 pages each	Lot
194.	Supply Order Book	20 Books x 500 pages	Lot
195.	Material list (For comparative statement)	20 Books x 100 pages each	Lot
196.	Fees Collection and information Delivery Register under RTI Rules (Required for RTI Cell)	1 Book x 200 Folio each	Lot

STORE & RECEIVING DESPATCH

Sl.NO.	Description of the Stores	Quantity required	Rate required
197.	Miscellaneous challan Register (as per our sample)	50 book x 200 folio (each)	Lot
198.	Register of letters issued (as per our sample)	60 book x 200 folio (each)	Lot
199.	Register of letters received (as per our sample)	80 book x 200 folio (each)	Lot
200.	Index/File register (as per sample)	10 Nos x 200 folio (each)	Lot
201.	Index/File register (as per sample)	20 Nos x 100 folio (each)	Lot
202.	Miscellaneous receipt Book (as per sample) (9"x5")	1000 books x100 pages (each) with duplicate (size 9"x5")	Lot
203.	Holding Tax receipt from No.10, (as per our sample)	1000 books x 100 pages (each) with duplicate	per thousand
204.	Drivers Log Book (Cardiary) (as per sample)	30 books x 100 pages (each)	Lot
205.	Drivers Log Book (Cardiary) (as per sample)	30 books x 300 pages (each)	Lot
206.	Drivers Log Book (Cardiary) (as per sample)	10 books x 400 pages (each)	Lot

STORE & RECEIVING DESPATCH

SLNO.	Description of the Stores	Quantity required	Rate required
207.	Stock and store Register (as per sample)	4 Nos. x 200 folio(each)	pcs
208.	Outdoor Challan Book (Tax) (as per sample)	100 Book x 100 Folio	Lot
209.	Indoor Challan Book (Tax) (as per sample)	80 Book x 100 Folio	Lot

R/D DEPARTMENT

SLNO.	Description of the Stores	Quantity required	Rate required
210.	Under certificate of Posting (cop) Register, (as per our sample)	3 Books x 100 pages (each)	Each
211.	Visitors slip (As per sample)	100 Books x 250 pages (each)	Lot
212.	Courier Service Register	10 Books x 200 Pages (each)	Lot

WATER WORKS DEPARTMENT

Sl. No.	Description of the item.	Quantity Required	Rate Required
213.	Duty slip pad	15 Books x 100 pages each	Lot
214.	Honorarium Sheet	15 Books x 100 pages each	-do-
215.	Honorarium sanction pad (Eng.)Form No.WW/01	25 Books x 100 pages each	-do-
216.	Honorarium Register	4 books x 100 folio each	-do-
217.	Authorization pad for plumbing works F.No.WW/05	80 books x 100pgs each	-do-
218.	Application for House connection Form No.ww/04	50 books x 100 pgs each	-do-
219.	Drinking water supply fee Register	2 books x 200 folio each	-do-
220.	Leakage line repairing notice at G.T Road F.No. ww/06	25 books x 100 page each	-do-
221.	Water Meter sealed register	2 books x 200 folio each	-do-
222.	house connection fee Register	2 books x 200 folio each	-do-
223.	Road restoration charge fee Register	2 books x 100 folio each	-do-
224.	Water tank supply Form (Beng.)	50 books x 100 pages each	-do-
225.	Particulars of new connection of water lines of different Holding Register	1 books x 200 pages each	Lot
226.	Daily Job allotment slip (As per sample)	12 books x 100 pages each	-do-
227.	Leakage Notice for private Holding	12 books x 100 pages each	-do-
228.	Notice for private Holding	6 books x 100 pages each	-do-
229.	Remarks letter (Bengali) Form No.ww/03	30 books x 100 pages each	-do-
230.	Notice pad for intimation to P.W.D. Gr. Elec. supply etc.	20 books x 100 pages each	-do-
231.	Notice pad for repairing of leakage	30 books x 100 pages each	-do-
232.	Notice pad for new water connection/leak/repair/ferule etc. Form No.ww/02	30 books x 100 pages each	-do-
233.	Pad for enquiry report in connection with new water connection	30 books x 100 pages each	-do-
234.	Water connection from issue Register	5 books x 200 folio each	-do-
235.	Plumbing works Register	2 books x 200 folio each	-do-
236.	Pad for Honorarium (small)	10 books x 100 pages each	-do-
237.	Log Book (for pumps)	100 books x 200 pages each	-do-
238.	New connection Notes sheet	10 books x 100 pages each	-do-
239.	Register of Assets	2 books x 100 pages each	-do-
240.	Daily consumption Register Book (water Treatment plant) Log Sheet (1 MGD)	10 books x 100 folio each	Lot
241.	Log Sheet (5 MGD) G.W.T. Plant	10 books x 100 folio each	-do-
242.	C.M.C Notice works (Bengali)	20 books x 100 pages each	-do-
243.	Scheme Register	5 books x 100 folio each	-do-

R. Prasad