



WEST BENGAL HOUSING BOARD

(Estd. under W.B. Act XXXII of 1972)

'A B A S A N', 105, S. N. Banerjee Road, Kolkata – 700 014,
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Web site : www.wbhousingboard.in Email : wbhousingboard@gmail.com

Memo No. 276/J.D(E.P)/H.B

DATE: 31.07.2017

ABRIDGED NOTICE INVITING QUOTATION (e-NIQ) NIQ No:-WBHB/JD(EP)/NIeQ-04 /2017-2018

E-Quotations are invited by West Bengal Housing Board from reputed sole proprietorship / partnership firms in the field of company secretarial ship for engaging legal consultancy services having proficiency in Company Law [Companies Act 2013 (New Act)].

. (Submission of Bid through online in two fold system).

1. Name of work :- **ENGAGING COMPANY LAW CONSULTANT EXPERTISED IN COMPANY SECRETARIAL PRACTICES ON A RETAINERSHIP BASIS FOR ONE YEAR**
 2. Earnest Money Deposit :- Rs 2,000.00 (Rupees Two thousand) **to be paid in the form of** Bank Draft /Pay order from any nationalized/ Scheduled Bank drawn in favour of 'West Bengal Housing Board'. (to be submitted online)
 3. Cost of Bidding Document :- **To be disclosed later as per norms and only to be deposited by the successful Bidder during formal agreement after issuance of LOA.**
 4. Period of Completion :- 12 months (From the date of Commencement as per Work order)
 5. Start date for Downloading website(<http://wbtenders.gov.in>) : 01.08.17 from 11.00 hours.
 6. Date & time of start of Bid submission (On line) :- 01.08.2017 at 11.00 hrs
 8. Date & time of closing of Bid Submission 16.08.2017 at 11.00 hrs
 9. Date & Time of Bid opening for Technical (Online) 21.08.2017 at 11.00 hrs
- The intending Agencies may visit e-tender website : <http://wbtenders.gov.in> for detail.

Jt. Director.(E.P.)
W.B. Housing Board.
for and on behalf of Housing
Commissioner, West Bengal Housing
Board

No: 276/1(5)/JD(EP)/H.B

Date: 31.07.2017

Copy forwarded for kind information and wide circulation to the :-

1. Director (Engg.), WBHB
2. JHC & Secy., WBHB
3. L.A.O./AHC-1, WBHB with the request to upload the Notice in BOARD's Web site.
4. Notice Board. WBHB.

Jt. Director.(E.P.)WBHB
for and on behalf of Housing
Commissioner, West Bengal Housing
Board