

**OFFICE OF THE COUNCILLORS  
SURI MUNICIPALITY, BIRBHUM  
P.O-SURI, DIST- BIRBHUM**

Memo No:- 3021/SM/2025-26

Date:-02-01-2026

**WORK ORDER**

To:- Apurba Mondal  
Tilpara, Suri, Birbhumi

SUB:- Work order for the work of Construction of Toilet SEATS-02, Urinal- 03 (Model No-F) Institutional Toilet (Civil, Electric & Non Schedule) at Near State Bank, Birbhumi Zila School in Ward No-08, Plot No-2151, JL No- 102, Khatian No-2677, Mouza- Sonatore, Under Suri Municipality, W.B

Ref No:- WBMAD/ULB/SURI/NIET/15/2025-26 (Civil, Electric & Non Schedule Works) Dated- 09-12-2025

Estimated Amount:- 754350.00 (Rupees Seven Lakh Fifty Four Thousand Three Hundred Fifty Only)  
Tendered Amount:- 752841.00 (Rupees Seven Lakh Fifty Two Thousand Eight Hundred Forty One Only)  
Accepted Rate:- 0.20% (Zero Point Two Zero Percent) Less  
Time of Completion :- 31-03-2026

The rate offered by you for the above noted work i.e @ 0.20% less as per attached price schedule has been accepted in the meeting of the B.O.C. vide Res.no-5(a), Dt. 31-12-2025

Now you are instructed to execute an agreement within 7(Seven) days from the date of receipt of this letter. In case of failure to comply with the above instruction, your work order will be terminated and earnest money already deposited by you shall be forfeited.

You are further instructed to start the work after taking necessary instruction from Rahul Saha, Sub-Assistant Engineer of this Municipality. The letter should be treated as formal work order

The date of work order will be reckoned from. 7<sup>th</sup> January 2026

*Sdf*  
Chairman  
Suri Municipality, Birbhumi

Memo No:- 3021/1(3)/SM/2025-26

Date:-02-01-2026

Copy forwarded for information to the :-  
1. Executive Officer, Suri Municipality,  
2. Finance Officer, Suri Municipality  
3. Accountant, Suri Municipality.



*Chairman*  
Chairman  
Suri Municipality, Birbhumi  
Suri Municipality  
SURI :: BIRBHUM