

কীরপাই

Office of the Councilors of the  
**KHIRPAI MUNICIPALITY**

পৌরসভা

At Post- Khirpai, Dist- Paschim Medinipur, Pin- 721232  
Mob. No – 8116333450 & Whatsapp No – 9732770929

Memo No. 129/Km/26

Dated Khirpai, the ... 16.02.2026

From: The Chairman/Vice Chairman/Executive Officer, Khirpai Municipality, Khirpai, Paschim Medinipur

## WORK ORDER

To

Sri UMMATI KAJI

At :- Khirpai

P.O:- Khirpai

Dist:- Paschim Medinipur



**Sub:-** WORK ORDER FOR ESTIMATE CONSTRUCTION OF A COMMUNITY TOILETS BLOCK AT NILDANGA IN WARD NO. - 08 UNDER KHIRPAI MUNICIPALITY, APAS/01/232/241/0005

**Ref:-** Your tender against :- WBMAD/ULB/KM/SBM/25-26/NIT-51, Memo No.- 43/KM/26, Dt:- 20/01/2026

**Tender ID:** 2026\_MAD\_991674\_2.

**Estimated amount put to tender** Rs.- 776927.00

**Tender amount** Rs.- 774596.219

**Time of Completion** 120 Days

Sir,

The undersigned is pleased to inform you that your tender for the aforesaid work @ 0.30% (zero point three zero percent) less than the estimated rate has been accepted by the undersigned on behalf of the Board of Councilors of the Khirpai Municipality, Dist – Paschim Medinipur

You are requested to take up the work immediately in consultation with the S.A.E, Suvojit Palui, Khirpai Municipality, Dist – Paschim Medinipur. The work should be completed within the stipulated time period in strict compliance with the clause, specification and terms and conditions mentioned in the tender documents. If not completed within specified time without valid reason to be decided by The Chairman, penalty may be imposed @ 1% of pending work for every delay of 7 days in case of working period of 365 days. Time of completion due 45 days. This is to be treated as formal work order and the date of commencement of work will be counted from the date of receiving of this letter. You are also informed that I.T/GST deduction will be made as per rule and security deposit, 8% of work value will also be deducted and no advance payment will be made and authenticated challan of M/M should be submitted with the bill.

  
Chairman

Khirpai Municipality

CHAIRMAN,  
KHIRPAI MUNICIPALITY  
PASCHIM MEDINIPUR

**Memo No.**

Copy forwarded to

**Date-**

- 1) The Executive Officer, Khirpai Municipality
- 2) The F.O, Khirpai Municipality
- 3) The Accountant, Khirpai Municipality
- 4) The Sub Assistant Engineer, Khirpai Municipality
- 5) The Councilor, Ward no – 07

Chairman

Khirpai Municipality