



OFFICE OF THE COUNCILLORS  
**Jiaganj-Azimganj Municipality**

P.O.-Azimganj; Dist.-Murshidabad  
West Bengal; PIN-742122.

e-mail – jamunicipality@gmail.com  
Phone: 03483-253222

Memo No. **4549 /P.W.D./XXII-2(SBM-U2.0)/J.A.M./2025,**

Date : **23.9.2025**

**From: Chairman, Jiaganj – Azimganj Municipality.**

**To:**

Apurba Mukherjee,  
Azimganj, Dist. Murshidabad.

**Sub : Work Order for “Construction of Public Toilet (P.T) at Baranagar, ward No - 12, within Jiaganj - Azimganj Municipality. MODEL NO - F Civil Works, Electrical works and Non- schedule works TOILET SEATS 2 NOS URINAL 3 NOS.”**

**Ref : N.I.eT. Memo No – 3432 /P.W.D/XXII- 2(SBM-U2.0)/J.A.M./2025. Date – 07.8.2025, NleT No – 17/PWD/2025, SI No - 12, Tender ID :- 2025\_MAD\_889057\_12**

Estimated amount : Rs. **7,11,616.00**

Tender Amount : Rs. **7,10,548.96**

Contractual percentage : **0.15% (Zero point one three percent) Below of schedule rate.**

Dear Sir(s),

In connection of the above subject and reference, you are hereby requested to start the work immediately.

The time of completion is **6(Six) Months.**

It should be noted clearly that the time bound completion of work is the essence of contract made with you.

This letter shall be treated as formal work order. You are hereby requested to please execute a formal agreement with the undersigned within 7(seven) working days from the date of this letter. You are also abide all terms and condition as per tender norms.

Thanking you,

Yours faithfully,

  
Chairman

Jiaganj-Azimganj Municipality.

Chairman

Jiaganj-Azimganj Municipality Date **23.9.2025.**

Memo No: **4549(7) /P.W.D./XXII-2(SBM-U2.0)/J.A.M./2025,**

Copy forwarded for information and necessary action to:

1. The Director, State Urban Development Agency (SUDA), ILGUS Bhaban, H.C. Block, Salt Lake City, Kolkata – 700 091 District Magistrate, Murshidabad.
2. The Executive Engineer, MED., Berhampore Division, You are requested for execution the above work.
3. The Executive Officer, Jiaganj-Azimganj Municipality.
4. The Finance Officer, Jiaganj - Azimganj Municipality.
5. Aatur Rahaman, Sub Assistant Engineer, Jiaganj – Azimganj Municipality.
6. Kausik Pandey, Technical Supervisor, Jiaganj – Azimganj Municipality.
7. The Account – in – charge, Jiaganj – Azimganj Municipality.

  
Chairman

Jiaganj-Azimganj Municipality

Chairman

Jiaganj-Azimganj Municipality

o/c