

**Bardhaman Zilla Parishad**  
**Court Compound, Bardhaman-713101**

**Tender Notice-2016-17**

Sealed tenders are hereby invited from responsible and bonafide agencies for supply of under noted materials for Office of the Bardhaman Zilla Parishad mentioning the rate as per Proforma given below:

Sl. No.	Details of Articles	Brand Name	Unit of Articles
1.	Xerox Paper-A4	Copy Power	Per Box (5 Rim each box)
2.	Alpin	Gripex/Kissan	Per Box
3.	James Clip	Gripex/Kissan	Per Box
4.	Tag (Big Size)	Good Quality	100 Bundle
5.	Scissor (Big Size)	Good Quality	Per Piece
6.	Gum (Tube)/Bottle	Good Quality	Per Piece
7.	Stapler (Small)	Kangaro-10	Per pieces
8.	Stapler Pin (Steel) (Small)	Kangaro-10	Per Box
9.	Stamp Pad (Medium)	Camel	Per pieces
10.	Handle Pen	Good Quality	Per Piece
11.	Vim Powder	500 gm Pack	Per packet
12.	Soap - 75 gm	Lux	Per Dozen
13.	Mosquito repellent Machine+Oil	Good Night	Per pieces
14.	Duster (24" x 24")	Good Quality	Per Dozen
15.	Liquid Shop	Dettol	Per Bottle
16.	Knife	Good Quality	Per Dozen
17.	Plastic Folder	File Max	Per Dozen
18.	Signature Pad	Good Quality	Per Piece
19.	Cover File (Printing)	Good Quality	Per Piece
20.	Envelop (Big Size) (Brown)	Good Quality	Per 100 Pieces Packet
21.	Envelop (Small Size) (Brown)	Good Quality	Per 100 Pieces Packet
22.	Page Marker (Post-IT)	Good Quality	Per Piece
23.	Correction Fluid Pen	COREX	Per Piece
24.	Battery (1050)	Eveready	Per Piece
25.	Towel (Car) (Big Size)	Bombay Dying	Per Pieces
26.	Eraser -Ex	Oval	Per Piece
27.	Calculator (10 digit)	CASIO	Per piece
28.	Pen (Use & through)	Good Quality	Per Piece
29.	Pen	Good Quality	Per Piece
30.	Click Lock	Good Quality	Per Piece
31.	Mug (Big Size)	Good Quality	Per Piece
32.	Balti (Tub) (10 Ltr.)	Good Quality	Per Piece
33.	Markar Pen	Good Quality	Per Piece
34.	Bound Register 4, 6, 8 No.	Good Quality	Per Piece
35.	Drinking Water Glass	Good Quality	Per Piece
36.	Single hole Punch	Kangaro	Per Piece
37.	Kham (with cloth pasting)	Good Quality	Per Piece
38.	Spoon	Good Quality	Per Piece
39.	Cup & Plate (Bone China)	Good Quality	Per Piece
40.	Half Plate (Bone China)	Good Quality	Per Box
41.	Dinner Plate (Bone China)	Good Quality	Per Box
42.	Generic Clear Tape 1 Inch	Good Quality	Per Box
43.	Generic Clear Tape 2 Inch	Good Quality	Per Piece
44.	Generic Brown Tape 2 Inch	Good Quality	Per Piece
45.	Tape Dispenser	Good Quality	Per Piece
46.	Nataraj Cutter Big	Good Quality	Per Piece
47.	Nataraj Handy Cutter	Good Quality	Per Box
48.	Fevistick	Good Quality	Per Piece
49.	Feviwik one drop instant Addhesive	Good Quality	Per Piece
50.	Fevicol (100 gm)	Good Quality	Per Piece
51.	Kangaro Stapler Remover	Good Quality	Per Piece
52.	Faber Castell Text Liner Pen (All 5 Colour)	Good Quality	Per Piece
53.	Parmanent Market (Bold) (Black, Blue, Green, Red)	Good Quality	Per Piece
54.	White Board Market (Black, Blue, Green, Red)	Good Quality	Per Piece
55.	White Board Duster Magnetic	Good Quality	Per Piece

Sl. No.	Details of Articles	Brand Name	Unit of Articles
56.	Generic U Shaped Clip Colour	Good Quality	Per Piece
57.	Binder Clips (Small/Medium/Big)	Good Quality	Per Piece
58.	Paper Weight	Good Quality	Per Piece
59.	Pin Cousion	Good Quality	Per Piece
60.	Printed Flat File with folder	Good Quality	Per Piece
61.	Engagement Pad	Good Quality	Per Piece
62.	Table Diary	Good Quality	Per Piece
63.	Clip Board	Good Quality	Per Piece
64.	Water Bottle	Good Quality	Per Piece
65.	Guard File	Good Quality	Per Piece
66.	Table Trey	Good Quality	Per Piece
67.	Electric Ketley	Good Quality	Per Piece
68.	Folder File (Printing)	Good Quality	Per Piece
69.	Fax Rp,;	Good Quality	Per Piece

**Terms and condition**

The intending Tenderers shall have to deposit an amount of Rs. 5,000/- (Rupees five thousand) only as Earnest Money Deposit (EMD) in the form of **Demand Draft drawn in favour of Bardhaman Zilla Parishad** payable at Burdwan along with the following documents :

- Attested Xerox copy of IT Clearance Document and PAN Card.
- Attested Xerox copy of VAT Registration Certificate
- Attested Xerox copy of P. Tax Registration Certificate
- Credential Certificate in the form of payment certificate or completion certificate from any competent authority for similar nature of job.
- sample of stationery articles (non branded) must be produced & submitted at the time of opening of tender.**
- The rate should remain valid for the financial year 2016 - 2017.
- The supply order will be issued in phased manner as per requirement.

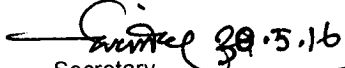
**The rates are to be quoted inclusive of all Taxes including VAT & delivery charges etc. the quoted rate must be in conformity with the specification as mentioned above.**

The Earnest Money deposited will be forfeited to the Govt. in case:

- The tenderer withdraws tender after opening or acceptance
- The selected tenderer fails to accept order, refuses either wholly or partly the offer that would be made by the undersigned.
- The selected tenderer fails to supply the ordered article as per stipulation in the supply order.

The date of submission of Sealed Tender **16.06.2016** upto **1 p.m.** and the same will be opened on the same date at **4 p.m.** at the Office Chamber of Secretary, Bardhaman Zilla Parishad.


**The undersigned reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever and forfeit the Earnest money in the event of any sort of breach of contract.**

  
 Secretary  
 Bardhaman Zilla Parishad  
 Date: 31.5.16

Memo No. : 306/9/BZP

Copy forwarded for information & necessary action regarding display in the official notice Board to :

- District Magistrate, Burdwan
- The SDO, (North & South), Burdwan
- President, District Primary Council, Burdwan
- DIA, Bardhaman Zilla Parishad. He is requested to published in the ZP Office website.
- Z.P. Notice Board
- D.E's Notice Board
- District Judge Notice Board
- S.P. Notice Board
- Head Assistant, Bardhaman Zilla Parishad

  
 Secretary  
 Bardhaman Zilla Parishad  
 Date: 30.5.16