

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

**Tender Notice-2019-20**

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

Sl. No.	Details of Articles	Brand Name	Unit of Articles
1.	Xerox Paper-A4 (75 GSM)	Good Quality	Per Box (5 Rim each box)
2.	Alpin	Gripex/Kissan	Per Box
3.	James Clip	Gripex/Kissan	Per Box
4.	Tag (Big Size) (Nylon)	Good Quality	100 Bundle
5.	Scissor (Big Size)	Good Quality	Per Piece
6.	Gum (Tube)/Bottle	Good Quality	Per Piece
7.	Stamp Pad (Small)	Camel	Per pieces
8.	Stamp Ink	Camel	Per pieces
9.	Notesheet (Printing)	Dummy Paper	100 Pages
10.	Service Book for Government (Form No-2620)	Dummy Paper	50 Pages
11.	Dhup	Bharat Darshan	Per Piece
12.	Duster (24" x 24")	Good Quality	Per Dozen
13.	Knife	Good Quality	Per Dozen
14.	Plastic Folder	File Max	Per Dozen
15.	Signature Pad	Good Quality	Per Piece
16.	Channel File	Good Quality	Per Packet
17.	Cover File (Printing)	Good Quality	Per Piece
18.	Printed Flat File with folder	Good Quality	Per Piece
19.	Board File	Good Quality	Per Piece
20.	Guard File	Good Quality	Per Piece
21.	Envelop (Big Size) (Brown) (6"x12")	Good Quality	Per 100 Pieces Packet
22.	Envelop (Small Size) (Brown) (4"x9")	Good Quality	Per 100 Pieces Packet
23.	Page Marker (Post-IT)	Good Quality	Per Piece
24.	Correction Fluid Pen	COREX	Per Piece
25.	Battery (1050)	Nippo	Per Piece
26.	Pencil Battery	Duracell	Per Piece
27.	AAA Battery	Duracell	Per Piece
28.	Towel (Car) (Big Size)	Bombay Dying	Per Pieces
29.	Hand Towel	Bombay Dying	Per Piece
30.	Calculator (12 digit)	CASIO	Per piece
31.	Click Lock	Godrej	Per Piece
32.	Mug (Big Size)	Good Quality	Per Piece
33.	Marker Pen	Good Quality	Per Piece
34.	Bound Register 4, 6, 8, 10, 12 No.	Good Quality	Per Piece
35.	Drinking Water Glass	Good Quality	Per Piece
36.	Spoon (Tea)	Good Quality	Per Piece
37.	Cup & Plate (Bone China)	Good Quality	Per Box
38.	Half Plate (Bone China)	Good Quality	Per Box
39.	Dinner Plate (Bone China)	Good Quality	Per Box
40.	Paper Weight	Good Quality	Per Piece
41.	Pin Cousion	Good Quality	Per Piece
42.	Engagement Pad	Good Quality	Per Piece
43.	Table Diary	Good Quality	Per Piece
44.	Water Bottle	Milton	Per Piece
45.	Plastic Balti (Medium Size)	Good Quality	Per Piece
46.	Guarder	Good Quality	Per Kg
47.	Table Glass	Good Quality	Per Piece
48.	Odonil (Big Size)	Good Quality	Per Piece
49.	Room Freshener	Good Quality	Per Piece
50.	Navtal Lock (Medium)	Good Quality	Per Piece
51.	Desk Calendar	Good Quality	Per Piece
52.	Wood Pencil	Faber Castle	Per Packet
53.	Eraser (Non Dust)	Faber Castle	Per Packet
54.	Pen Stand (2 Unit)	Good Quality	Per Piece
55.	Pen	Renolds	Per Piece
56.	High lighter pen	Good Quality	Per Piece
57.	Gel Pen (Red, Green, Blue, Black)	Linc	Per Packet
58.	Pen (Blue, Black, Red)	Cello Gel Pen	Per Piece
59.	Hit Sprey (Red & Black)	HIT	Per Piece
60.	National Flag	Khadi	Per Piece
61.	Peon Book	Good Quality	Per Piece
62.	Rubber Mat for Tea Cup	Good Quality	Per Piece

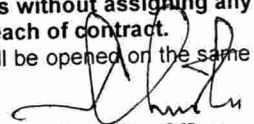
Sl. No.	Details of Articles	Brand Name	Unit of Articles
63.	Led for Glass	Good Quality	Per Piece
64.	Table Cloth (White)	Good Quality	Per Meter
65.	Velvet Table Cover	Good Quality	Per Meter
66.	Table Glass (5 mm)	Good Quality	Per Sq. ft.
67.	Green Tea (Tea Bag)	Lipton	Per Packet
68.	Tea Flax (750 ml)	Milton	Per Piece
69.	Umbrella (Folding)	K.C. Pal	Per Piece
70.	Name Plate	Good Quality	Per Piece
71.	Candle (Medium)	Good Quality	Per Packet
72.	Match Box	Good Quality	Per Packet
73.	Measurement Tape (100 ft. / 50 ft.)	Good Quality	Per Piece
74.	Basket (Medium)	Good Quality	Per Piece
75.	Thread Ball (Red & White)	Good Quality	Per Piece
76.	Liquid Soap (Small)	Dettol	Per Bottle
77.	Mosquito repellent oil (45 Nights)	All out	Per Piece
78.	Phynile	Bengal Chemical	Per Bottle
79.	Toilet Cleaner	Harpic	Per Piece
80.	Waste Paper Basket	Good Quality	Per Piece
81.	Page Marker	Good Quality	Per Piece
82.	Desk Calendar	Good Quality	Per Piece
83.	Brown Tape (1" & 2")	Good Quality	Per Piece
84.	Paper Cutting Knives	Good Quality	Per Piece
85.	Colin spray	Colin	Per Piece
86.	Torch (3 Cell)	Eveready	Per Piece
87.	Owl	Good Quality	Per Piece
88.	Measurement Book	Good Quality	Per Piece
89.	Quartz Wall Clock	Ajanta	Per Piece
90.	Paper Weight	Good Quality	Per Piece
91.	Carten	Good Quality	Per Meter
92.	Mineral Water	Bislery	Per Liter
93.	Box File	Good Quality	Per Piece
94.	Double Bed Sheet	Bombey Dying	Per Piece
95.	Honey (500 ML)	Daubar	Per Bottle
96.	Date Stamp	Good Quality	Per Piece
97.	Rubber Stamp (Facsimile)	Good Quality	Per Piece
98.	Rubber Stamp (Per Line)	Good Quality	Per Piece
99.	Wood Pencil	Apsara	Per Box

#### 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 Purba Bardhaman Zilla Parishad** payable at Burdwan along with the following documents :

- a) Rate should be quoted including GST, Delivery Charges etc. The intending suppliers should submit Xerox copies of Trade License, GST and PAN. The rate accepted will remain valid for 1(One) year from the date of acceptance. Deduction will be made as per Government norms.
- b) **sample of stationery articles (non branded) must be produced & submitted at the time of opening of tender.**
- c) The supply order will be issued in phased manner as per requirement.
- d) **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.**

The date of submission of Sealed Tender **03.05.2019** upto **1 p.m.** and the same will be opened on the same date at **4 p.m.** at the Office Chamber of Secretary, Purba Bardhaman Zilla Parishad.


  
Additional Executive Officer  
Purba Bardhaman Zilla Parishad

Date : 18.4.19

Memo No. : 947/10 /PBZP

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

1. The SDO, (North & South), Purba Bardhaman
2. Secretary, Purba Bardhaman Zilla Parishad
3. FC&CAO, Purba Bardhaman Zilla Parishad
4.  DIA, Purba Bardhaman Zilla Parishad. He is requested to published in the ZP Office website.
5. Z.P. Notice Board
6. D.E's Notice Board
7. District Judge Notice Board
8. S.P. Notice Board
9. Head Assistant, Purba Bardhaman Zilla Parishad
10. C.A. to District Magistrate, Purba Bardhaman

  
Additional Executive Officer  
Purba Bardhaman Zilla Parishad