



Government of West Bengal
Office of the Sub-Divisional Land and Land Reforms Officer
Purulia (Sadar), Purulia, Pin-723101

E.Mail I.D. No. sdlroprl9@gmail.com

TELEPHONE No. 03252-222084

Memo. No. 16/N/SDL&LRO/Pr.(S)/17


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dtd.....02-01-2017

TENDER NOTICE

Sealed Tender is hereby invited as per specification from the bonafide dealers, suppliers for supply stationery articles in different items required for on going work of Draft Publication(D.P.)for different BL&LRO Offices under the jurisdiction of the undersigned, mentioned below to this office. The last date of submission of tender documents with all necessary documents is 10-01-2017 by 03:00 p.m. and the documents will be opened on 10-01-2017 at 4:00p.m.

Details of specification of the articles to be purchased.

Sl. No.	Name of the item	Specification	Estimated price per unit	Approximate Unit to be purchased
01	A-4 Paper	B2B Size 21cm x 29.7cm	160.00	200 pkt
02	Stapler(Small)	Kangaro Gold 10	55.00	150 pcs
03	Stapler Pin(small)	Kangaro no 10	07.00	200 pkt
04	Cellotape	1/2" miracle	09.00	300 pcs
05	Gum	Camel (150 ml)	24.00	200 pcs
06	Pin	King (100 gm)	19.00	200 pkt
07	Both-sided Carbon	Kores	160.00	50 pkt
08	Marker Pen (Red+ Black)	Camel (Permanent)	15.00	100 pcs(each)
09	Whitener	Camlin 7 ml	22.00	100 pcs
10	Register 40 (Line+ White)	Conquest (10 sheet per no)	240.00	10 each
11	Register 20 (Line+ White)	Conquest (10 sheet per no)	120.00	20 each
12	Register 10 (Line+ White)	Conquest (10 sheet per no)	60.00	50 each
13	Register 8 (Line+ White)	Conquest (10 sheet per no)	48.00	100 each
14	Duster Cloth	Cotton (24 x24)	12.00	300 pcs
15	Towel	Tanishq (30" x60")	190.00	50 pcs
16	Lock & Key	Hittco 65 mm	120.00	50 pcs
17	Calculator	Orpat (OT 512 T)	185.00	60 pcs
18	File with Board	Ambassador (Eagle Brand)	22.00	1000 pcs
19	Ink Pad (Small)	Faber -castell (88 mmx54 mm)	22.00	200 pcs
20	Bodkin(Foron)	Wooden	12.00	100 pcs
21	Gala	Lion Brand(8" 200 gm) (Eight pcs per packet)	48.00	50 pkt
22	Candle	Motorcycle Brand (Eight pcs per packet)	30.00	50 pkt

Contd. 
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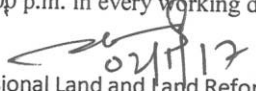
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Sl. No.	Name of the item	Specification	Estimated price per unit	Approximate Unit to be purchased
23	Markin (Mouza binding cloth)	Sikender 42"	28.00	300 metres
24	Phenayle	Bengal Chemical (Lamp Brand)	60.00	60 bottles
25	Herpic	200 ml	26.00	50 bottles

Terms and Condition

- I. Rates, inclusive VAT, should be given as per the format enclosed.
- II. There should be clear mention of the brand against each of the quote items.
- III. Following self attested copies/ documents are to be submitted:
 - (a) Trade License.
 - (b) Credential certificate showing supply of similar items to the Government and Government Undertakings if any.
 - (c) Dealership Certificate.
 - (d) PAN Card.
 - (e) VAT Registration certificate.
 - (f) Co-operative Registration certificate in case of Co-operative Society.
 - (g) SSI Registration Certificate in case of Small Scale Industry.
 - (h) Brochures for the Quoted items.
 - (i) Earnest Money @ 5% on value of articles, (except VAT) (Refundable) should be deposited in the form of Bank Draft issued from any Nationalized Bank in the name of Sub-Divisional Land and Land Reforms Officer, Purulia(S), Purulia.
- IV. Items should be supplied according to given specification; otherwise Work Order will be cancelled without any notice.
- V. Tender Selection Committee reserves the right to evaluate and satisfy itself regarding the quality of the items supplied.
- VI. Tender documents should be submitted in sealed cover in a box kept in the office of the Sub-Divisional Land and Land Reforms Officer, ground Floor upto 10-01-2017 (11:00 a. m. to 3:00 p.m. except Saturday, Sunday and holidays) and tender will be opened on 10-01-2017 at 04:00 p.m.
- VII. During the opening of the Tender, participants may remain present.
- VIII. Supply to be completed within 7 (seven) days from the date of receipt of Work Order.
- IX. The decision of the Tender Selection Committee will be final.
- X. The Sub-Divisional Land and Land Reforms Officer reserve the right to accept, reject or cancel any or whole tender without assigning any cause.
- XI. The Tender application forms and format will be supplied from the office of the undersigned on and from 03-01-2017 from 11:00 a.m. to 3:00 p.m. in every working day.

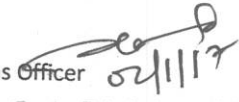

Sub-Divisional Land and Land Reforms Officer
Purulia(Sadar), Purulia

Memo No 16/(7/8)/N/17

Date - 02.01.2017

Copy forwarded for information and wide circulation to -

1. The District Magistrate, Purulia.
2. The A.D.M and D.L. & L.R.O., Purulia
3. The Dy D.L & L.R.O., Purulia
4. The S.D.O., Purulia (East & West)
5. The Chairman, Purulia Municipality
6. A.E.O. Purulia Zilla Parisad.
7. N.I.C. Purulia for displaying in website
8. Notice Board of this Office.


Sub-Divisional Land and Land Reforms Officer
Purulia(Sadar), Purulia

**Sub-Divisional Land &
Land Reforms Officer
Purulia (Sadar)**