

Bardhaman Zilla Parishad
Court Compound, Bardhaman- 713101

Notice Inviting Tender

Memo No GEN/BZP/

Dt.

Sealed tenders are hereby invited from bonafide and renowned Govt. Suppliers of Burdwan for purchasing the following Stationary articles from time to time during the financial year 2010-11 for use in Bardhaman Zilla Parishad. The tenders quoting rates should be submitted to this office from 11 a.m. to 3 p.m. on working days, the last date being on 20-04-10. The tenders shall be opened on 20-04-10 at 4 p.m. Rates inclusive of all taxes & charges in respect of the articles should be quoted seriatim and as per order detailed below and delivery of the stationary articles being in good condition and as per specification should be made at the Office of the Bardhaman Zilla Parishad, Court Compound, Bardhaman.

List of Stationery Articles

Sl. No.	Name of the Articles	Brand Name	Unit of Articles	Cost of articles
1.	Binding Register – Vol-4	Pioneer	Per Dozen	
2.	Binding Register – Vol-6	Pioneer	Per Dozen	
3.	Binding Register – Vol-8	Pioneer	Per Dozen	
4.	Binding Register – Vol-12	Pioneer	Per Dozen	
5.	Foolscap Paper (white)	Bengal DFC	Per Ream	
6.	Xerox Paper – A-3	Copy Power	Per Packet	
7.	Xerox Paper – A-4	Copy Power	Per Packet	
8.	Xerox Paper – Legal	Copy Power	Per Packet	
9.	Bond Paper – A-4	Copy Power	Per Packet	
10.	Writing Pad (9"x6") 25 pages	Good quality	Per Dozen	
11.	Alpine Box	Gripex	Per Dozen	
12.	Jems Clip	Gripex	Per Dozen	
13.	Pin Cusion - Magnetic	Gripex	Per Dozen	
14.	Tag – 9"	Good quality	Per Bundle (10 Pcs)	
15.	Cello Tape – 1" (5 mtr.)	Dunlop	Per Pcs.	
16.	Scissors (stainless still) – 7"	Good quality	Per Pcs.	
17.	Gum (700 ml.)	Euro	Per Bottle	
18.	Gum (Tube)	Hors	Per Dozen	
19.	Paper weight (Glass) - Flat	Good quality	Per Dozen	
20.	Wood Pencil	Nataraj	Per Dozen	
21.	Pencil Cutter	Reputed Brand	Per Dozen	
22.	Eraser	Reputed Brand	Per Dozen	
23.	Stapler	Max-215	Per Pcs.	
24.	Stapler Pin	Max-215	Per Box	
25.	Stamp Pad (Blue) – Big Size	Euroka	Per Dozen	
26.	Stamp Ink (Blue) – 100ml	Tiger	Per Bottle	
27.	Tread Ball	Good quality	Per Dozen	
28.	Cotton Duster – 18" x 18"	Good quality	Per Dozen	
29.	Water Glass	Yeara	Per Dozen	
30.	Cup & Plate – Bone China	Good quality	Per Set	
31.	Table Spoon – Still (Big Size)	Ramson	Per Dozen	
32.	Table Spoon – Still (Small Size)	Ramson	Per Dozen	
33.	Water Glass	Borocil	Per Dozen	
34.	Half Plate – Bone China -8"	Good quality	Per Dozen	
35.	Dinner Plate – Bone China – 12"	Good quality	Per Dozen	
36.	VIM Powder	VIM	Per KG	
37.	Plastic Scale (1 foot)	Good quality	Per Dozen	
38.	Soap – 75 gm	Lux	Per Dozen	
39.	Liquid Soap – 100 ml	Dettol	Per Bottle	

Sl. No.	Name of the Articles	Brand Name	Unit of Articles	Cost of articles
40.	Sutli	Jute Made	Per Kg.	
41.	Mosquito repellent Oil	Good Night	Per Pcs.	
42.	Odonil	ODONIL	Per Dozen	
43.	Incense Stick	Santinekatan	Per Dozen	
44.	Candle Stick	JM Brands	Per Dozen	
45.	Room Freshener –250 gm.	Lavendar	Per Dozen	
46.	Naptholine Ball (200 gms.)	Bengal Chemical	Per Packet	
47.	Muratic Acid (500 ml.)	Good quality	Per Bottle	
48.	Phenyl (500 ml.)	Bengal Chemical	Per Bottle	
49.	Harpic (500 ml.)	Harpic	Per Bottle	
50.	Bleaching Powder	Good quality	Per Packet	
51.	Knife	Good quality	Per Dozen	
52.	Key Purse (Leather)	Good quality	Per Dozen	
53.	Pad Lock – 2 lever	Click	Per Dozen	
54.	Navtal Lock – 7	Godrej	Per Pcs.	
55.	Plastic Folder	FileMax	Per Dozen	
56.	Pen- Use & Throw – Black & Red	Linex	Per Dozen	
57.	Peon Book	Good quality	Per Pcs.	
58.	Signature Pad	Good quality	Per Pcs.	
59.	Dak Pad	Good quality	Per Pcs.	
60.	Cleaner	Collins	Per Bottle	
61.	Full Jharu	Good quality	Per Pcs.	
62.	Coconut Stick broom	Good quality	Per Pcs.	
63.	Channel File (A-4 / Foolscap)	Good quality	Per Dozen	
64.	Cover File (Printing)	Good quality	Per Dozen	
65.	Folder file (Flap + Print)	Good quality	Per Dozen	
66.	Flat File	Good quality	Per Dozen	
67.	Guard file (200 pages)	Good quality	Per Dozen	
68.	Water Bottle (1 liter)	Cello	Per Dozen	
69.	Table Basket	Good quality	Per Dozen	
70.	Waster Paper Basket	Good quality	Per Pcs.	
71.	Envelop (9" x 5") (Brown)	Good quality	Per 100	
72.	Envelop (8" x 4") (Brown)	Good quality	Per 100	
73.	Towel (Car)	Bombay Dying	Per Dozen	
74.	Towel (Chair)	Bombay Dying	Per Dozen	
75.	Pencil Battery	Eveready	Per Dozen	
76.	Eveready Battery (950)	Eveready	Per Dozen	
77.	Calculator – 12 Digit	Casio	Per Pcs.	
78.	Torch (Three Cell)	Eveready	Per Pcs.	
79.	Electronic Wall Clock	Ajanta	Per Pcs.	
80.	Cello Gel Pen (Blue, Black)	Cello	Per Pcs.	
81.	Cello Gel Refill	Cello	Per Dozen	
82.	Eraz-Ex-Pen	Camel	Per Dozen	
83.	Punching machine (Full size)	Good quality	Per Pcs.	
84.	Water Bottle – 500ml	Milton	Per Pcs.	
85.	Marker Pen	Corex	Per Dozen	
86.	Mosquito destroyer Machine	Good Night	Per Pcs.	
87.	Toilet Brush	Good quality	Per Pcs.	
88.	Guarder	Good quality	Per Packet	
89.	Eraz-ex	Corex	Per Dozen	
90.	Page marker – 5 colours – per packet	Good quality	Per Dozen	
91.	Correction fluid Pen	Corex	Per Dozen	
92.	Highlighter Pen	Camel	Per Dozen	
93.	Desk Calendar	Good quality	Per Pcs.	
94.	Engagement Pad	Good quality	Per Dozen	

Sl. No.	Name of the Articles	Brand Name	Unit of Articles	Cost of articles
95.	Brasho	Good quality	Per Bottle	
96.	Soap Case (Special)	Good quality	Per Pcs.	
97.	Flap	Good quality	Per Dozen	
98.	Astray	Diplomat	Per Pcs.	
99.	Red Salu (Double Bahar)	Good quality	Per Mtr.	
100.	National Flag -6x4 IS-1	Khadi	Per Pcs.	
101.	Towel - 17" x 27"	Bombay Dying	Per Pcs.	
102.	Thermo Flax - 500 ml	Milton	Per Pcs.	
103.	Attachi Case - 24" Size -VIP	Diplomat/ Aristocrat	Per Pcs.	
104.	Pen Stand	Morrission	Per Pcs.	
105.	Umbrella - Big - Black	K.C. Pal	Per Pcs.	
106.	Envelop - with Cloth - 6" x 16"	Good quality	Per 100	
107.	Tray (Fiber) - 18"	Good quality	Per Pcs.	

Terms and condition

- 1) The participating tenderers will furnish papers / documents in respect of Trade License, S.T./ L.T. / P.Tax clearance along with tenders. Earnest money of Rs. 10,000.00 (ten thousand) only in A/c payee Demand Draft issued in favour of Bardhaman Zilla Parishad payable at Bardhaman must accompany the tender papers failing which the tenders will stand summarily rejected. The Earnest money of the successful tenderers will be converted into Security deposit and repaid after expiry of the tender period and Earnest money deposit in respect of unsuccessful tenderers will be refunded after completion of the tender process.
- 2) The tenderers shall have to deposit papers in support of credential of supply of stationary articles worth Rs. 25,000.00 (twenty five thousand) only in each year to Government offices within the preceding 2 years.
- 3) The Authority shall have every right to accept or reject any tenders, any time without assigning any reason. The authority also reserves the right not to issue supply order in respect of any or all the items mentioned above. The authorities further reserves the right to apportion the supply order to more than one suppliers as per the need of Z.P.
- 4) The rate should remain valid for the financial year 2010-11 i.e. up to 31-03-11.
- 5) The supply order will be issued in phased manner as per requirement.
- 6) Selected agencies will have to supply the articles entirely within 7(seven) days from the date of receipt of supply order without fail. In case of failure to supply the articles within the schedule date the agency concerned will be blacklisted and security deposit will be forfeited to Bardhaman Zilla Parishad.
- 7) The rate quoted should be inclusive of all taxes/charges including delivery charges.


Additional Executive Officer
Bardhaman Zilla Parishad

Memo No GEN/BZP/ 1469/ (10)

Dt. 01.04.2010

Copy forwarded for favour of information and necessary action regarding display in the official notice board to :-

- 1) District Magistrate, Burdwan
- 2) The SDO, (North & South), Burdwan
- 3) President, District Primary Council, Burdwan
- 4) District Information & Cultural Officer. He is requested to arrange to publish it in two local newspaper.
- 5) Z.P. Notice Board
- 6) D.E's Notice Board
- 7) Secretary, Bardhaman Zilla Parishad
- 8) FC&CAO, Bardhaman Zilla Parishad
- 9) Head Assistant, Bardhaman Zilla Parishad
- 10) DIA, Bardhaman Zilla Parishad. He is requested to arrange to publish this tender notice in P&RD Web Site & District Web Site.


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