

# **E-TENDER NOTICE for Supply of Stationery Articles**

For different offices under Panchayat& Rural  
Development Department

NleT NO – 2835-P&RD/O/Estt/5M-09/2023 dated 11.05.2023

**DEPARTMENT OF PANCHAYAT & RURAL  
DEVELOPMENT GOVERNMENT OF WEST BENGAL**

**Government of West Bengal**  
**Panchayat& Rural Development Department**  
**Joint Administrative Building (6<sup>th</sup> to 10<sup>th</sup> Floor)**  
**HC-7, Sec- III Salt Lake, Kolkata- 700106**  
**Email: [prdestt@gmail.com](mailto:prdestt@gmail.com)**

**NleT NO- 2835-P&RD/O/Estt/5M-09/2023**

**No:2835-P&RD/O/Estt/5M-09/2023**

**Date:- 11.05.2023**

**ELECTRONIC TENDER (e-Tender) NOTICE**

E-Tender is hereby invited by the Senior Deputy Secretary, P&RD Department, Government of West Bengal from bonafide Firms / Agencies for supply of Stationery Items to different offices under the Department of Panchayat& Rural Development, Government of West Bengal (as per Schedule A, B & C under section VII)

Intended bidders are requested to submit their bids through e-Tender Portal (<https://wbtenders.gov.in>) by following the terms and condition of this NleT and as per the date & time schedule mentioned below-

**DATE & TIME SCHEDULE FOR THE e-TENDER**

| Sl no | Particulars   | Date & Time          |
|-------|---|----------------------|
| 1     | Date of publishing N.I.T. & other Documents online                    | 12.05.2023, 5.00 PM  |
| 2     | Online documents download start date                                  | 12.05.2023, 5.30 PM  |
| 3     | Online documents download end date                                    | 29.05.2023, 5.30 PM  |
| 4     | Online Bid submission start date                                      | 13.05.2023, 10.00 AM |
| 5     | Pre-bid meeting to be held at Office of the Tender Inviting Authority | 16.05.2023, 11.00 AM |
| 6     | Online Bid Submission closing date and time                           | 02.06.2023, 5.30 PM  |
| 7     | Online Bid opening date for Technical Proposals                       | 05.06.2023, 10.30 PM |
| 8     | Date of online uploading list for Technically Qualified Bidders       | To be notified       |
| 9     | Date of online opening of Financial Proposal                          | To be notified       |
| 10    | Sample verification   | To be notified       |

Any subsequent notices/ circulars/ corrigendum related to this e-tender shall be uploaded at <https://wbtenders.gov.in> websites only. Bidders are requested to check this website regularly for this purpose.

**This e-Tender document comprises of the following sections:**

Section I: Definition

Section II: Requirements

Section III: EMD

Section IV: General Instructions to Bidders (GIB)

Section V: Draft Proforma for Non-Conviction Certificate.



Section VI: Tender Application Form  
Section VII: Item list and Specifications  
Section VIII: Eligibility Criteria and Terms & Conditions

This e-tender shall be evaluated under the two-bid system, i.e., through evaluation of technical and financial bids uploaded by the bidder online on the e-tender portal <https://wbtenders.gov.in>

### Section I: Definition

1. "Purchaser" means the e-tender inviting authority, purchasing goods and/or services as incorporated in this e-tender enquiry document, either directly or on behalf of consignees. For this e-tender the purchaser is the Department of Panchayat & Rural Development, Government of West Bengal.
2. "Bid" means proposal/ quotation received from a Firm/ Bidder against the e-tender.
3. "Bidders" means the Individual or Firm or Agencies submitting Bids/ Quotations.
4. "Contractor" means the individual or the firm supplying the goods and/ or services as incorporated in the contract.
5. "Goods" means the articles/ material required to the purchaser under the contract.
6. "Earnest Money Deposit" (EMD) means Bid Security/ monetary amount or financial guarantee to be furnished by a bidder along with its bid.
7. "Contract" means the written agreement entered into between the purchaser/ consignee and the contractor, together all the documents mentioned there in and including all attachments, annexure etc. therein.
8. "Specification" means the document / standard that prescribes the requirements with which goods and/ or service has to confirm.
9. "Inspection" means activities such as measuring, examining, testing, gauging features of the goods and/ or service and comparing the same with the specified requirement to determine conformity.
10. "Bill of Quantity (BOQ)" is the name for price schedule (financial bid) in e-tender software.

### Section II: Requirements

1. Supply of Stationery Items to different offices under the Department of Panchayat & Rural Development, Government of West Bengal (as per Schedule A, B & C under section VII)

### Section III: EMD

| Sl No | Particulars   | EMD Amount   |
|-------|---|--------------|
| 1     | Supply of Stationery items for different offices under Panchayat & Rural Development Department | Rs. 10,000/- |

➤ **Earnest Money Deposit (EMD) shall be deposited by online mode only** following memorandum of the Finance Department Audit Branch Memo. No. 3975-F(Y) dated. 28.07.2016 (GRIPS) as reproduced below:



- a) Registered SSI units participating in Government tenders are eligible for exemptions from payment of earnest money and security deposit (EMSD) under Rules 47(A) (I) and 47(B)(7) of WBFR vol.- I, read with Finance Dept. notification no. 10500-F Dt. 19.11.2004 and its clarification Vide memo. No.4245-F (Y) dated 20.05.2013.
- b) The amount of Earnest Money to be submitted shall be Rs. 10,000/- (Rupees Ten Thousand only).

**1. Login by bidder:**

- a) A bidder desirous of taking part in a tender invited by a State Government Office/PSU/Autonomous Body/ Local Body/PRIs, etc. shall login to the e-Procurement portal of the Government of West Bengal <https://wbtenders.gov.in> using his login id and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD/Tender Fees for that tender by selecting from either of the following payment modes:-
  - i) Net banking (any of the banks listed in the ICICI bank payment gateway) in case of payment through ICICI Bank Payment Gateway;
  - ii) RTGS/NEFT in case of offline payment through bank account in any bank
  - iii)

**2. Payment procedure:**

**a) Payment by Net Banking (any enlisted bank) through ICICI Bank Payment Gateway.**

- i.) On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage where he will select the bank through which he wants to do the transaction.
- ii.) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- iii.) Bidder will receive a confirmation message regarding success/failure of the transaction.
- iv.) If the transaction is successful, the account paid by the bidder will get credited in the respective pooling account of the State Government/PSU/Autonomous Body/Local Body/ P.R.Is, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- v.) If the transaction is failure, the bidder will again try for payment by going back to the first step.

**b) Payment through RTGS/NEFT**

- i) On selection of RTGS/NEFT as the payment mode, the e-Procurement Portal will show a pre-filled challan having details to process RTGS/NEFT transaction.
- ii) The bidder will print the challan and use the prefilled information to make RTGS/NEFT payment using his bank account.
- iii) Once payment is made, the bidder will come back to the e- procurement portal after expiry of reasonable time to enable the NEFT/RTGS process to complete in order to verify the payment made and continue the bidding process.
- iv) If verification is successful, the fund will get credited to the respective Pooling Account of the State Government/PSU/Autonomous Body/Local Body/ PRIs etc. maintained with the local point branch of ICICI Bank at R.N.Mukherjee Road, Kolkata for collection of EMD /Tender Fees.



- v) Hereafter, the bidder will go to e-Procurement Portal for submission of the bid.
- vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

### **3. Refund/ Settlement Process:**

- i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-payment portal of the State Government, the tender inviting committee will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of unsuccessful bidders, to the ICICI Bank by the e procurement portal through web services.
- ii) On receipt of the information from the e procurement portal, the bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank account from which they made payment transaction. Such refund will take place within T+2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority.
- iii) Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of L1 and L2 bidders will be refunded through an automated process, to the respective bidders' bank account from which they made the payment transaction. Such refund will take place within T-2 bank working days where T will mean the date on which information on rejection of bid is uploaded to the e procurement portal by the tender inviting authority. However, bidders should not be rejected till the LOI process is successful.
- iv) If the L1 bidder accept the LOI and the same is processed electronically in the e- procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+ 2 bank working days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-procurement portal by the tender inviting authority.
- v) As soon as the L1 bidder is awarded the contract (AOC), and the same is processed electronically in the e- procurement portal.
  - a) EMD of the L1 Bidder of the tenders of the State Government Offices will automatically get transferred from the Pooling account to the State Government Deposit Head 8443-00-103-001-07' through GRIP'S along with the bank particulars of the L1 bidder.
  - b) EMD of the L1 bidder for the tenders of the State/PSU/Autonomous Bodies/ Local Bodies/ PRIS etc. will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such Transfer will take place within T+1 bank working days where T will mean the date on which the award of contract (AOC) is issued.

- vi) The bank will share the details of GRN No. generated on successful entry in GRIPS with the e-procurement portal for updation.



- vii) Once the EMD of L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account of the Government Revenue Receipt Head "0070-60-800-013-27" through GRIPS for Government Tenders and to the respective linked bank accounts for State/ PSU/Autonomous Body/Local Body/ PRIS etc. Tenders.
- viii) All refunds will be made mandatorily to the bank account from which the payment of EMD and tender fees (if any) were initiated.

➤ **Earnest Money deposited through any other mode shall render the bid invalid as per Government of West Bengal, Finance (Audit) Department Memo. No. 2365-F (Y) dated 12.04.2018**

### **Performance Security**

The selected agency shall at its expense, deposit with the Secretary, Panchayat & Rural Development Department, Government of West Bengal, within 15 days from the date of notice of award of the contract and unconditional and irrevocable Performance Bank Guarantee (PBG), bank acceptable to the Secretary, P&RD, Govt. of West Bengal, payable on demand, for the due performance and fulfillment of the contract by the agency.

The value of Performance Bank Guarantee shall be Rs. 50,000/- (Rupees fifty thousand only) which will be required to be furnished to this department. All changes whatsoever such as premium/commission etc with respect to the PBG shall be borne by the selected agency.

The PBG may be in the form of two years guarantee and renewable from year to year by the agency at least 3 months prior to its expiry.

### **Section IV: General Instruction to the bidders**

#### **Technical Proposal**

#### **1. Statutory Cover shall contain the following documents:**

1. Application to participate in e-tender as per Section VI: Tender Application Form
2. Technical Documents
3. Scanned copy of EMD

#### **2. Non Statutory Cover will contain the following documents-**

| SL. NO. | Category Name      | Sub Category name | Details  |
|---------|--------------------|-------------------|--|
| 1       | Certificate(S)     | Certificate(S)    | Income Tax (AY 21-22), PAN, Professional Tax registration/ any Challan deposit Financial Year 2022-23 GST Registration along with copy of last return filed. |
| 2       | Company Details(s) | Company Details   | Certificate of incorporation/ Partnership Deed. Updated Trade License, Power of Attorney in favour of signatory of bid. (where applicable)                   |



|   |             |                |  |
|---|-------------|----------------|--|
| 3 | Credential  | Credential- 1  | Credential certificates for last 3 years on same nature of work.   |
| 4 | Declaration | Declaration- 1 | <ol style="list-style-type: none"> <li>1. Audited Balance Sheet &amp; Profit &amp; Loss A/c of (F.Y. 2020-21).</li> <li>2. Non-Conviction Certificate as per section V. (Duly Notarized after the date of publication of this NIT)</li> <li>3. Application in the letter head of the firm/ company.</li> </ol> |
| 5 | Other       | Other          | As mentioned in section VII  |

### 3. Financial Proposal (Single File)

The price schedule in form of BOQ (excel file) will be found under the published NIT schedule in the website (<https://wbtenders.gov.in>) and the least offer price must be quoted against each item(s).

#### Opening of Tender

The purchaser will open the bids on the specified date and time as indicated in the NIT. The Bidder/Authorized representative of the bidder may attend on the date of opening of bid as well as the pre-bid meeting as per schedule. The EMD for the said tender shall be verified first. The statutory papers will be examined and evaluated before evaluation of non-statutory documents. After this, the online price bids or financial bid of only the technically qualified bidders shall be opened for further evaluation.

#### Opening of Technical Proposals:

Technical proposals will be opened by members of the Tender Evaluation Committee electronically from the e-tender website using their Digital Signature Certificates (DSCs).

In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened. IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR e-TENDER BY THE BIDDER IN HIS/HER TECHNICAL/FINANCIAL PROPOSAL, BUT NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

During evaluation, the Committee may examine the original documents as they are uploaded as e-tender documents as per Section-IV clause 1 & 2. The date & time of such examination of documents will be notified later. If the said documents in original are not produced within the specified date & time, the bid proposals will be liable for rejection.

The e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

**Section V:** Draft Proforma for Non-Conviction (In a form of affidavit in Rs.10 Non-judicial Stamp Paper)



The bidder shall provide an undertaking that the proprietor/ promoter/ director of the firm, its employee, partner or representative are not convicted by a court of law for offence involving moral turpitude in relation to business dealings such as bribery, corruption, fraud, substitution of bids, interpolation, misrepresentation, evasion, or habitual default in payment of taxes etc. The firm does not employ a government servant, who has been dismissed or removed on account of corruption. The firm has not been debarred, blacklisted by any government ministry/ department/ local government/ PSU etc. in the last two years from scheduled date of opening of this e-tender.

## Section VII: Products and its specification

### Schedule- A

| Sl no | Items   | Unit                                 | Rate (Rs)<br>(Identified as<br>quantity wise<br>inclusive of all<br>taxes) |
|-------|---|--------------------------------------|--|
| 1     | Agarbati (Cycle Brand)                                    | 1 packet<br>containing 100<br>sticks | Quote rate only in<br>BOQ  |
| 2     | Agarbati (Green Champa)                                   | 1 packet<br>containing 100<br>sticks | Quote rate only in<br>BOQ  |
| 3     | Allotment register(200 pages) with board binding quality  | Per piece                            | Quote rate only in<br>BOQ  |
| 4     | Alpin Assorted (King brand) best                          | 1 box<br>containing<br>100gms        | Quote rate only in<br>BOQ  |
| 5     | Ball Pen (Ordinary)(Agani 0.5 & (Fort Pencil 0.5) (2 row) | Per piece                            | Quote rate only in<br>BOQ  |
| 6     | Bar Soap Dettol 100 gm                                    | Per piece                            | Quote rate only in<br>BOQ  |
| 7     | Bar Soap (Dove) 100 gm                                    | Per piece                            | Quote rate only in<br>BOQ  |
| 8     | Bar Soap (Lifeboy) 100 gm                                 | Per piece                            | Quote rate only in<br>BOQ  |
| 9     | Bed Sheet (Bombay Dyeing) Single                          | Per piece                            | Quote rate only in<br>BOQ  |
| 10    | Bed Sheet (Bombay Dyeing)-double                          | Per piece                            | Quote rate only in<br>BOQ  |
| 11    | Bed Sheet ordinary (Double bed)                           | Per piece                            | Quote rate only in<br>BOQ  |
| 12    | Bed Sheet ordinary (Single bed)                           | Per piece                            | Quote rate only in<br>BOQ  |
| 13    | Bound Exercise Book No. 2 (small size ruled)              | Per piece                            | Quote rate only in<br>BOQ  |
| 14    | Bound Exercise Book No. 4 (small size ruled)              | Per piece                            | Quote rate only in<br>BOQ  |
| 15    | Bound Exercise 1300k No. 6 (small size ruled)             | Per piece                            | Quote rate only in<br>BOQ  |
| 16    | Bound register No. 12(good quality, ruled)                | Per piece                            | Quote rate only in<br>BOQ  |
| 17    | Bound register No. 16(good quality, ruled)                | Per piece                            | Quote rate only in<br>BOQ  |
| 18    | Bound register No. 20(good quality, ruled)                | Per piece                            | Quote rate only in<br>BOQ  |
| 19    | Bound register No. 24 (good quality, ruled)               | Per piece                            | Quote rate only in<br>BOQ  |



|    |  |            |                        |
|----|--|------------|------------------------|
| 20 | Bound register No, 81 good quality, ruled)             | Per piece  | Quote rate only in BOQ |
| 21 | Calculator machine(Electronic) Citizen made, 12 digit, | Per piece  | Quote rate only in BOQ |
| 22 | Calculator machine with printing(Casio),               | Per piece  | Quote rate only in BOQ |
| 23 | Calculator roll (good quality)                         | Per piece  | Quote rate only in BOQ |
| 24 | Candle (Special 9")                                    | Per piece  | Quote rate only in BOQ |
| 25 | Car flag with brass stand (Small)                      | Per piece  | Quote rate only in BOQ |
| 26 | Carbon Paper (Big size 1/2 F.C.)                       | Per set    | Quote rate only in BOQ |
| 27 | Cash Book (200 pages) WB No. 225                       | Per piece  | Quote rate only in BOQ |
| 28 | Celotape (Miracle) Big size                            | Per piece  | Quote rate only in BOQ |
| 29 | Celotape(Miracle) Small size                           | Per piece  | Quote rate only in BOQ |
| 30 | Clip board (plastic)                                   | Per piece  | Quote rate only in BOQ |
| 31 | Clip board (plywood)                                   | Per piece  | Quote rate only in BOQ |
| 32 | Cloth clip   | Per dozen  | Quote rate only in BOQ |
| 33 | Coffee (Nescafe)(100gm)                                | Per piece  | Quote rate only in BOQ |
| 34 | Colin (Glass Cleaner) (500ml)                          | Per piece  | Quote rate only in BOQ |
| 35 | Colour cello tape (good quality)                       | Per piece  | Quote rate only in BOQ |
| 36 | Computer Cover   | Per piece  | Quote rate only in BOQ |
| 37 | Copical (for use National flag)                        | Per piece  | Quote rate only in BOQ |
| 38 | Correcting fluid Pen ( Feber-Castle) (7 ML)            | Per piece  | Quote rate only in BOQ |
| 39 | Cup with Saucer (best quality fancy) (laopala) (6+6)   | Per set    | Quote rate only in BOQ |
| 40 | Dak File   | Per piece  | Quote rate only in BOQ |
| 41 | Dendrite Tube (small size)                             | Per piece  | Quote rate only in BOQ |
| 42 | Desk Calendar Stand (Metal)                            | Per piece  | Quote rate only in BOQ |
| 43 | Desk Calendar Stand (Plastic)                          | Per piece  | Quote rate only in BOQ |
| 44 | Detergent Powder (Surf excel) 500 gm                   | Per packet | Quote rate only in BOQ |
| 45 | Detergent Powder (Tide) 500 gm                         | Per packet | Quote rate only in BOQ |
| 46 | Detergent Powder (Nirma) 500 gm                        | Per packet | Quote rate only in BOQ |
| 47 | Dettol (250 gmphile)                                   | Per bottle | Quote rate only in BOQ |
| 48 | Dettol liquid soap (100 ml)                            | Per bottle | Quote rate only in BOQ |
| 49 | Dettol liquid soap (225 Inl)                           | Per bottle | Quote rate only in BOQ |
| 50 | Dictionary (Bengali to English) [Oxford]               | Per piece  | Quote rate only in BOQ |
| 51 | Dictionary (English to Bengali)[Oxford]                | Per piece  | Quote rate only in BOQ |
| 52 | Dinner Set (Lao-pala)                                  | Per set    | Quote rate only in BOQ |
| 53 | Doormat Coconut Rope (size 2'x2.5')                    | Per bundle | Quote rate only in BOQ |
| 54 | Plastic (size 2'x2.5')                                 | Per bundle | Quote rate only in BOQ |
| 55 | Doormat Plastic (size 4'x2.5')                         | Per bundle | Quote rate only in BOQ |
| 56 | Doormat Coconut Rope (size 4'x2.5')                    | Per bundle | Quote rate only in BOQ |



|    |  |            |                        |
|----|--|------------|------------------------|
| 57 | Double full scape Paper                                | Per rim    | Quote rate only in BOQ |
| 58 | Drinking water bottle (Milton) 1 ltr                   | Per piece  | Quote rate only in BOQ |
| 59 | Duster (good quality)                                  | Per piece  | Quote rate only in BOQ |
| 60 | Duster (local quality) 36"x36"                         | Per piece  | Quote rate only in BOQ |
| 61 | Envelope (big size cloth finish) 16"x12"               | Per piece  | Quote rate only in BOQ |
| 62 | Envelope King small size white                         | Per box    | Quote rate only in BOQ |
| 63 | Envelope (Manila Brown, 11"x4")                        | Per box    | Quote rate only in BOQ |
| 64 | Envelope (Morinda Brown, 12"x4.5")                     | Per box    | Quote rate only in BOQ |
| 65 | Envelope (Morinda Brown, 1/1 "x 12")                   | Per box    | Quote rate only in BOQ |
| 66 | Envelope Inside Net (Manila Brown, 12"x4.5")           | Per box    | Quote rate only in BOQ |
| 67 | Eraser (Pencil) (Nataraj)                              | Per piece  | Quote rate only in BOQ |
| 68 | Eraser with Brass (Type)                               | Per piece  | Quote rate only in BOQ |
| 69 | Faber-Castle (Highlight Pen)                           | Per piece  | Quote rate only in BOQ |
| 70 | FeviStick (Super, Blue Stick)                          | Per piece  | Quote rate only in BOQ |
| 71 | FeviStick (Super, Pidilite Industries Ltd.)            | Per piece  | Quote rate only in BOQ |
| 72 | Fibre Jharu Stick (bed washing)                        | Per piece  | Quote rate only in BOQ |
| 73 | Fibre Table & Chair (Neelkamal)                        | Per piece  | Quote rate only in BOQ |
| 74 | File cover (2 fold) (Channel file A4/FS)               | Per piece  | Quote rate only in BOQ |
| 75 | File Cover (plastic 4 folding) (Channel file A4/FS)    | Per piece  | Quote rate only in BOQ |
| 76 | File Cover (thick, good quality)                       | Per piece  | Quote rate only in BOQ |
| 77 | File Cover with printing(thick, good quality) two fold | Per piece  | Quote rate only in BOQ |
| 78 | Flag stand (metal small)                               | Per piece  | Quote rate only in BOQ |
| 79 | Flap (cloth finish) good quality                       | Per packet | Quote rate only in BOQ |
| 80 | Gel pen (Agni) (use & throw)                           | Per piece  | Quote rate only in BOQ |
| 81 | Glass for drinking (Normal)                            | Per piece  | Quote rate only in BOQ |
| 82 | Glass for drinking(Borosil) (fancy quality)            | Per piece  | Quote rate only in BOQ |
| 83 | Good Night Machine with oil                            | Per piece  | Quote rate only in BOQ |
| 84 | Chalk Duster   | Per box    | Quote rate only in BOQ |
| 85 | Guard File (clip system) good quality                  | Per piece  | Quote rate only in BOQ |
| 86 | Gum 150 ml   | Per piece  | Quote rate only in BOQ |
| 87 | Gum 750 ml   | Per piece  | Quote rate only in BOQ |
| 88 | Gum Tube   | Per piece  | Quote rate only in BOQ |
| 89 | Gurder (colour) big size, 11" X 6" (50gm)              | Per packet | Quote rate only in BOQ |
| 90 | Gurder (colour) small size (50gm)                      | Per packet | Quote rate only in BOQ |
| 91 | Hi-tech CD Marker Pen                                  | Per piece  | Quote rate only in BOQ |
| 92 | Hit-Spray (Black)                                      | Per piece  | Quote rate only in BOQ |
| 93 | Hit-Spray (Red)  | Per piece  | Quote rate only in BOQ |



|     |   |            |                        |
|-----|---|------------|------------------------|
| 94  | Issue Register with Binding No. 20                | Per piece  | Quote rate only in BOQ |
| 95  | James Clip for paper (Zorex, 2.8 mm)              | Per packet | Quote rate only in BOQ |
| 96  | Jhul-Jharu (good quality) Long                    | Per piece  | Quote rate only in BOQ |
| 97  | Knife (Plastic handle) medium                     | Per piece  | Quote rate only in BOQ |
| 98  | Knife (Wooden handle) medium                      | Per piece  | Quote rate only in BOQ |
| 99  | Letter Box (Wooden, 1.5" X 12")                   | Per piece  | Quote rate only in BOQ |
| 100 | Light Green Note Sheet (100 pages) (Hi thickness) | Per bundle | Quote rate only in BOQ |
| 101 | Local Almirah with Locker (6'X4') 20 gauge        | Per piece  | Quote rate only in BOQ |
| 102 | Local and key (Godrej) 5 Levers                   | Per piece  | Quote rate only in BOQ |
| 103 | Local and key (Godrej) 6 Levers                   | Per piece  | Quote rate only in BOQ |
| 104 | Local and key (Godrej) 7 Levers                   | Per piece  | Quote rate only in BOQ |
| 105 | Local and key (Godrej) No. 21, 6 Levers, padlock  | Per piece  | Quote rate only in BOQ |
| 106 | Lock and Key(ordinary) 7 lever, Link              | Per piece  | Quote rate only in BOQ |
| 107 | Lock with fitting (Godrej Steel Almirah)          | Per piece  | Quote rate only in BOQ |
| 108 | Lock with fitting (Steel Almirah)                 | Per piece  | Quote rate only in BOQ |
| 109 | Log book (no.2)                                   | Per piece  | Quote rate only in BOQ |
| 110 | Marking Cloth (Medium quality)                    | Per meter  | Quote rate only in BOQ |
| 111 | Matress (Dunlop) single                           | Per piece  | Quote rate only in BOQ |
| 112 | Mosquito Coil (Good Knight)                       | Per piece  | Quote rate only in BOQ |
| 113 | Mosquito Net (Double Net) Double bed              | Per piece  | Quote rate only in BOQ |
| 114 | Mosquito Net (Double Net) Single bed              | Per piece  | Quote rate only in BOQ |
| 115 | Napthaline (Cloth) (100gm)                        | Per packet | Quote rate only in BOQ |
| 116 | National flag (size 900 x 600 mm) Khadi           | Per piece  | Quote rate only in BOQ |
| 117 | National flag (size Medium) Khadi                 | Per piece  | Quote rate only in BOQ |
| 118 | Non Stick Tea Sospan (medium)                     | Per piece  | Quote rate only in BOQ |
| 119 | Nylon rope (Good Quality) (1 kg)                  | Per bundle | Quote rate only in BOQ |
| 120 | Page marker (Desmat)                              | Per packet | Quote rate only in BOQ |
| 121 | Loan Clip (Small)                                 | Per packet | Quote rate only in BOQ |
| 122 | Loan Clip (Medium)                                | Per packet | Quote rate only in BOQ |
| 123 | Loan Clip (Big)                                   | Per packet | Quote rate only in BOQ |
| 124 | Paper Flag (Big Size)                             | Per packet | Quote rate only in BOQ |
| 125 | Paper Flag (Small Size)                           | Per packet | Quote rate only in BOQ |
| 126 | Paper eight (Glass fine quality)                  | Per piece  | Quote rate only in BOQ |
| 127 | Doornoat iron net made (Big Size)                 | Per piece  | Quote rate only in BOQ |
| 128 | Parker Pen (Beta)                                 | Per piece  | Quote rate only in BOQ |
| 129 | Parker Pen (Roller)                               | Per piece  | Quote rate only in BOQ |
| 130 | Pen (Raynold) Trimex (0.5mm)                      | Per piece  | Quote rate only in BOQ |



|     |   |            |                        |
|-----|---|------------|------------------------|
| 131 | Pen Stand (Willson) 2-holder with pen     | Per piece  | Quote rate only in BOQ |
| 132 | Pencil (Red, Blue) NATARAJ & Ill) (row)   | Per piece  | Quote rate only in BOQ |
| 133 | Peon Book No. 6 (Binding) small size      | Per piece  | Quote rate only in BOQ |
| 134 | Peon Book No. 6 (Board 13incling)         | Per piece  | Quote rate only in BOQ |
| 135 | Permanent Marker Pen                      | Per piece  | Quote rate only in BOQ |
| 136 | Pin-Cushion (oridinary)                   | Per piece  | Quote rate only in BOQ |
| 137 | Pin-Cushion (Velvet)                      | Per piece  | Quote rate only in BOQ |
| 138 | Plastic Folder (12 pieces )               | Per dozen  | Quote rate only in BOQ |
| 139 | Plastic Jug (Good Quality)                | Per piece  | Quote rate only in BOQ |
| 140 | Plastic Scale (12")                       | Per piece  | Quote rate only in BOQ |
| 141 | Punching Machine (1 hole) best quality    | Per piece  | Quote rate only in BOQ |
| 142 | Receipt Register with binding No. 2()     | Per piece  | Quote rate only in BOQ |
| 143 | Receiving l)ace Stanll) (brass) (rounded) | Per piece  | Quote rate only in BOQ |
| 144 | [Receiving Dale Stamp (rubber) (straight) | Per piece  | Quote rate only in BOQ |
| 145 | Refill (Trimax) Black / Blue              | Per piece  | Quote rate only in BOQ |
| 146 | Rexin for table (good quality)            | Per piece  | Quote rate only in BOQ |
| 147 | Room Fresher(Premium, Rose Dew)           | Per piece  | Quote rate only in BOQ |
| 148 | Rorito T-Max Pen                          | Per piece  | Quote rate only in BOQ |
| 149 | RoritoT-Max Rifil                         | Per piece  | Quote rate only in BOQ |
| 150 | Eraser (Nataraj, small size)              | Per piece  | Quote rate only in BOQ |
| 151 | Rubber Doormat (Big Size)                 | Per piece  | Quote rate only in BOQ |
| 152 | Rubber Stamp (Facsimile with block)       | Per piece  | Quote rate only in BOQ |
| 153 | Rubber Stamp (round with Ashoke Symbol)   | Per piece  | Quote rate only in BOQ |
| 154 | Rubber Staamp (running line)              | Per piece  | Quote rate only in BOQ |
| 155 | Scissors (Medium size)                    | Per piece  | Quote rate only in BOQ |
| 156 | Scissors (small size)                     | Per piece  | Quote rate only in BOQ |
| 157 | Service 1300k (Board Binding)             | Per piece  | Quote rate only in BOQ |
| 158 | Signature Pad (good quality)              | Per piece  | Quote rate only in BOQ |
| 159 | Signature Pad with 4 Blotting Paper       | Per piece  | Quote rate only in BOQ |
| 160 | Sketch Pen (Multi Colour) best quality    | Per piece  | Quote rate only in BOQ |
| 161 | Sketch Pen (Multi Colour) ordinary        | Per piece  | Quote rate only in BOQ |
| 162 | Slip Pad (small size) (100 piece )        | Per packet | Quote rate only in BOQ |
| 163 | Stamp Pad Ink 150 ml (Faber-Castle)       | Per piece  | Quote rate only in BOQ |
| 164 | Stamp Pad Ink 700 ml (Faber-Castle)       | Per piece  | Quote rate only in BOQ |
| 165 | Stapler (Kangaro) Jambo                   | Per piece  | Quote rate only in BOQ |
| 166 | Stapler Mini (MIO)                        | Per piece  | Quote rate only in BOQ |
| 167 | Stapler Mini Pin (Max) No.10 (Kangaro)    | Per box    | Quote rate only in BOQ |



|     |   |            |                        |
|-----|---|------------|------------------------|
| 168 | Stapler Pin (Max) Heavy duty 1/4" No.3-1M (Kangaro) | Per box    | Quote rate only in BOQ |
| 169 | Stapler Pin (Max) No. 10-1M (Kangaro)               | Per box    | Quote rate only in BOQ |
| 170 | Steel Fine 'Cray (17" x 8" x 4") best quality       | Per piece  | Quote rate only in BOQ |
| 171 | Sticky Notes  | Per packet | Quote rate only in BOQ |
| 172 | Stock Register (Board Binding)                      | Per piece  | Quote rate only in BOQ |
| 173 | Sugar   | Per Kg     | Quote rate only in BOQ |
| 174 | Sugar Cube  | Per box    | Quote rate only in BOQ |
| 175 | Sutli ( 500 gm)                                     | Per bundle | Quote rate only in BOQ |
| 176 | Table cloth (cloth) white, 4.5' X 7.5'              | Per piece  | Quote rate only in BOQ |
| 177 | Table Glass (Fiver Class)                           | Per piece  | Quote rate only in BOQ |
| 178 | Tag (long size) best quality- 24" (100 piece )      | Per bundle | Quote rate only in BOQ |
| 179 | Tape (100 ft)                                       | Per piece  | Quote rate only in BOQ |
| 180 | Tea (CIT) Loose (100 gm)                            | Per box    | Quote rate only in BOQ |
| 181 | Tea (Green) Loose (100 gm)                          | Per box    | Quote rate only in BOQ |
| 182 | Tea Bag (Green) (Chamong) (100 piece )              | Per box    | Quote rate only in BOQ |
| 183 | Tea Bag (Green) (Taj Mahal32) (100 piece )          | Per box    | Quote rate only in BOQ |
| 184 | Telephone Set (good quality)                        | Per piece  | Quote rate only in BOQ |
| 185 | Telephone Set (officer and secretary)               | Per piece  | Quote rate only in BOQ |
| 186 | Thread Ball (red & white) good quality              | Per roll   | Quote rate only in BOQ |
| 187 | Torch light (5-Cell)                                | Per piece  | Quote rate only in BOQ |
| 188 | Torch Light (LED) Hi power                          | Per piece  | Quote rate only in BOQ |
| 189 | Towel (good quality) (Hand towel) (White)           | Per piece  | Quote rate only in BOQ |
| 190 | Towel (good quality) white/colour (90CMx1.80 M)     | Per piece  | Quote rate only in BOQ |
| 191 | Towel (good quality) white/colour (Medium)          | Per piece  | Quote rate only in BOQ |
| 192 | Towel (white Bombay Dyeing) (90 cm x 1.80 M)        | Per piece  | Quote rate only in BOQ |
| 193 | Towel (white Bombay Dyeing)) (Medium)               | Per piece  | Quote rate only in BOQ |
| 194 | Tube Light (Philips) big size                       | Per piece  | Quote rate only in BOQ |
| 195 | Umbrella (K.C. Paul) folding Plastic handle (Small) | Per piece  | Quote rate only in BOQ |
| 196 | Umbrella (K.C Paul) large Plastic handle (Big)      | Per piece  | Quote rate only in BOQ |
| 197 | Umbrella (MahendraDutta) large wooden handle        | Per piece  | Quote rate only in BOQ |
| 198 | Uniball Pen Black                                   | Per piece  | Quote rate only in BOQ |
| 199 | Uniball Pen Blue                                    | Per piece  | Quote rate only in BOQ |
| 200 | Uniball Pen Red                                     | Per piece  | Quote rate only in BOQ |
| 201 | VIP Bed sheet double Bed                            | Per piece  | Quote rate only in BOQ |
| 202 | VIP Bed sheet Single Bed                            | Per piece  | Quote rate only in BOQ |
| 203 | Waste Paper Basket (Plastic) Small size with Lid    | Per piece  | Quote rate only in BOQ |
| 204 | Waste Paper Basket (Plastic) big size with Lid      | Per piece  | Quote rate only in BOQ |



|     |   |            |                        |
|-----|---|------------|------------------------|
| 205 | Wiper with handle                           | Per set    | Quote rate only in BOQ |
| 206 | Wooden base metal stick for paper keeping   | Per set    | Quote rate only in BOQ |
| 207 | Wooden Pencil with Rubber (Nataraj)         | Per piece  | Quote rate only in BOQ |
| 208 | Writing Pad 100 pages good quality          | Per set    | Quote rate only in BOQ |
| 209 | Eveready battery (Large)                    | Per piece  | Quote rate only in BOQ |
| 210 | Eveready battery (Pencil)                   | Per piece  | Quote rate only in BOQ |
| 211 | Eveready battery( Medium for hand mike)     | Per piece  | Quote rate only in BOQ |
| 212 | Eveready battery (Remote)                   | Per piece  | Quote rate only in BOQ |
| 213 | AC TV Remote                                | Per piece  | Quote rate only in BOQ |
| 214 | Harpic Blue(500 ML)                         | Per bottle | Quote rate only in BOQ |
| 215 | Harpic Red(200 ML)                          | Per bottle | Quote rate only in BOQ |
| 216 | Scented Phenyle( Nimyle 500ML)              | Per bottle | Quote rate only in BOQ |
| 217 | Hit Red(200 ML)                             | Per bottle | Quote rate only in BOQ |
| 218 | Hit Black(200 ML)                           | Per bottle | Quote rate only in BOQ |
| 219 | Room Fresher(240 ML)                        | Per bottle | Quote rate only in BOQ |
| 220 | Allout Liquid Oil                           | Per piece  | Quote rate only in BOQ |
| 221 | ODONIL (200gm 4 in a packet )               | Per packet | Quote rate only in BOQ |
| 222 | Coolin Liquid( 500 ML)                      | Per bottle | Quote rate only in BOQ |
| 223 | Ujala( 75 ML)                               | Per bottle | Quote rate only in BOQ |
| 224 | Two hole punching machine (kangaroo DP-600) | Per piece  | Quote rate only in BOQ |
| 225 | Sealing wax ( Gripex)                       | Per box    | Quote rate only in BOQ |
| 226 | Pocker iron (Plastic handle )               | Per piece  | Quote rate only in BOQ |
| 227 | Good Night Coil                             | Per packet | Quote rate only in BOQ |
| 228 | Lyzol (500 ML)                              | Per bottle | Quote rate only in BOQ |
| 229 | Wall Clock (Good Quality, Ajanta)           | Per piece  | Quote rate only in BOQ |
| 230 | Liquid Handwash 250 ML)                     | Per piece  | Quote rate only in BOQ |
| 231 | Vim Liquid (155 ML)                         | Per piece  | Quote rate only in BOQ |
| 232 | Dettol Liquid (200 ML)                      | Per piece  | Quote rate only in BOQ |
| 233 | Savlon Liquid (200 ML)                      | Per piece  | Quote rate only in BOQ |
| 234 | Cotton (Medicine, Small)                    | Per roll   | Quote rate only in BOQ |
| 235 | Drinking Glass (6 pieces Set)               | Per set    | Quote rate only in BOQ |
| 236 | Floor wash (5 lt)                           | Per jar    | Quote rate only in BOQ |
| 237 | Basket dram 50 lt with lid                  | Per piece  | Quote rate only in BOQ |
| 238 | Scotch Brite                                | Per piece  | Quote rate only in BOQ |
| 239 | Tea Flask                                   | Per piece  | Quote rate only in BOQ |
| 240 | Lether polish ( R-4 Johnson ) (5lt Jar)     | Per jar    | Quote rate only in BOQ |
| 241 | Steel polish (D-7 Johnson ) (5lt Jar)       | Per jar    | Quote rate only in BOQ |



|     |                          |            |                        |
|-----|--------------------------|------------|------------------------|
| 242 | Broom Stick (Fool Jharu) | Per piece  | Quote rate only in BOQ |
| 243 | Broom Stick ( Jharu)     | Per piece  | Quote rate only in BOQ |
| 244 | Carbolic Acid (450ml)    | Per bottle | Quote rate only in BOQ |

#### Schedule- B

| Sl no | Items  | Rate (Rs) (Identified as quantity wise) | Remarks (If any)       |
|-------|--|---|------------------------|
| 1     | Belcha (Standard size)                                     | Per piece                               | Quote rate only in BOQ |
| 2     | Black Polythin bag for covering 120ltr capacity water drum | Per piece                               | Quote rate only in BOQ |
| 3     | Black Polythin bag for covering 300ltr capacity water drum | Per piece                               | Quote rate only in BOQ |
| 4     | Black Polythin bag for covering 75ltr capacity water drum  | Per piece                               | Quote rate only in BOQ |
| 5     | Bleaching Powder (best quality)                            | Per Kg                                  | Quote rate only in BOQ |
| 6     | Broom Stick (best quality)                                 | Per piece                               | Quote rate only in BOQ |
| 7     | Broom Stick with danda (best quality)                      | Per piece                               | Quote rate only in BOQ |
| 8     | Bucket (Balti 10ltr capacity) local                        | Per piece                               | Quote rate only in BOQ |
| 9     | Bucket (Balti-Polithilin- 15ltr with lid) Best Quality     | Per piece                               | Quote rate only in BOQ |
| 10    | Bucket (Balti-Polithilin- 5ltr with lid )                  | Per piece                               | Quote rate only in BOQ |
| 11    | Cotton MOUF  | Per piece                               | Quote rate only in BOQ |
| 12    | Hand Belch (Plastic)                                       | Per piece                               | Quote rate only in BOQ |
| 13    | Muritic Acid (Best Quality)                                | Per bottle                              | Quote rate only in BOQ |
| 14    | Plastic Mug (4" size)                                      | Per piece                               | Quote rate only in BOQ |
| 15    | Phenyl Nimyle Green  | Per litre                               | Quote rate only in BOQ |
| 16    | Phenyl Nimyle White  | Per litre                               | Quote rate only in BOQ |
| 17    | Yellow duster  | Per litre                               | Quote rate only in BOQ |
| 18    | Rubber brush (Pan brush with wooden handle)                | Per piece                               | Quote rate only in BOQ |



|    |   |            |                        |
|----|---|------------|------------------------|
| 19 | Toilet Napthalinee Ball (Bengal Chemical) | Per packet | Quote rate only in BOQ |
|----|---|------------|------------------------|

### Schedule- C

| Sl no | Items                                 | Rate (Rs) (Identified as quantity wise) | Remarks (If any)       |
|-------|---------------------------------------|---|------------------------|
| 1     | Blanket (Double) VIP                  | Per piece                               | Quote rate only in BOQ |
| 2     | Blanket (Single) VIP                  | Per piece                               | Quote rate only in BOQ |
| 3     | Blue Light for car (Revolving)        | Per piece                               | Quote rate only in BOQ |
| 4     | Board (6X4) (4/4)                     | Per piece                               | Quote rate only in BOQ |
| 5     | Calling Bell (best quality7)          | Per piece                               | Quote rate only in BOQ |
| 6     | Camp Cot (Iron)                       | Per piece                               | Quote rate only in BOQ |
| 7     | Camp Cot (Wooden)                     | Per piece                               | Quote rate only in BOQ |
| 8     | Car Freshener                         | Per piece                               | Quote rate only in BOQ |
| 9     | Chair Fibre with handle (Nilkamal)    | Per piece                               | Quote rate only in BOQ |
| 10    | Chair Fibre with handle (Supreme)     | Per piece                               | Quote rate only in BOQ |
| 11    | Chair Fibre without handle (Nilkamal) | Per piece                               | Quote rate only in BOQ |
| 12    | Chair Fibre without handle (Supreme)  | Per piece                               | Quote rate only in BOQ |
| 13    | Dinning Table (Wooden)                | Per piece                               | Quote rate only in BOQ |
| 14    | Electric Kettle                       | Per piece                               | Quote rate only in BOQ |



|    |  |           |                        |
|----|--|-----------|------------------------|
| 15 | Fogg Light (Flash) for front of the car              | Per piece | Quote rate only in BOQ |
| 16 | Folding Iron Camp Cot with wooden cover (Double Bed) | Per piece | Quote rate only in BOQ |
| 17 | Folding Iron Camp Cot with wooden cover (Single Bed) | Per piece | Quote rate only in BOQ |
| 18 | G.I. Wire  | Per roll  | Quote rate only in BOQ |
| 19 | Godrej Almirah with Locker                           | Per piece | Quote rate only in BOQ |
| 20 | Hand Gloves  | Per pair  | Quote rate only in BOQ |
| 21 | Induction Oven (Bajaj)                               | Per piece | Quote rate only in BOQ |
| 22 | Induction Oven (Havells)                             | Per piece | Quote rate only in BOQ |
| 23 | Induction Oven (Prestige)                            | Per piece | Quote rate only in BOQ |
| 24 | Mask (100 pieces)                                    | Per box   | Quote rate only in BOQ |
| 25 | Microwave (IFB)                                      | Per piece | Quote rate only in BOQ |
| 26 | Microwave (LG)                                       | Per piece | Quote rate only in BOQ |
| 27 | Microwave (Samsung)                                  | Per piece | Quote rate only in BOQ |
| 28 | Mixer Grinder (Bajaj)                                | Per piece | Quote rate only in BOQ |
| 29 | Mixer Grinder (Prestige)                             | Per piece | Quote rate only in BOQ |
| 30 | Mobile Charger                                       | Per piece | Quote rate only in BOQ |
| 31 | Non Stick Korai (02 ltr)                             | Per piece | Quote rate only in BOQ |
| 32 | Ordinary Blanket Double bed                          | Per piece | Quote rate only in BOQ |
| 33 | Ordinary Blanket Single bed                          | Per piece | Quote rate only in BOQ |
| 34 | Pedestal Fan (Havals)                                | Per piece | Quote rate only in BOQ |
| 35 | Pillow (best quality) medium size                    | Per piece | Quote rate only in BOQ |
| 36 | Pillow cover (Best Quality) medium quality           | Per piece | Quote rate only in BOQ |
| 37 | Pressure Cooker (Hawkings, 3ltrs)                    | Per piece | Quote rate only in     |



|    |   |           | BOQ                    |
|----|---|-----------|------------------------|
| 38 | PVC Chair(Nilkamal)                             | Per piece | Quote rate only in BOQ |
| 39 | Revolving chair (Big Office chair) Good Quality | Per piece | Quote rate only in BOQ |
| 40 | Revolving chair (Small chair) General           | Per piece | Quote rate only in BOQ |
| 41 | Steel Almirah (New, 6X 3) Ordinary              | Per piece | Quote rate only in BOQ |
| 42 | T.V. L.E.D. (40") LG                            | Per piece | Quote rate only in BOQ |
| 43 | T.V. L.E.D. (40") Samsung                       | Per piece | Quote rate only in BOQ |
| 44 | Tosak, double Bed                               | Per piece | Quote rate only in BOQ |
| 45 | Tosak, single Bed                               | Per piece | Quote rate only in BOQ |
| 46 | Trunk (Steel, Big size)                         | Per piece | Quote rate only in BOQ |
| 47 | V.I.P. Blanket (Double)                         | Per piece | Quote rate only in BOQ |
| 48 | V.I.P. Blanket (Single)                         | Per piece | Quote rate only in BOQ |
| 49 | Water drum 120 ltr capacity                     | Per piece | Quote rate only in BOQ |
| 50 | Water purifier (Non-Electrical), Normal         | Per piece | Quote rate only in BOQ |
| 51 | Water purifier (Electrical) Aquaguard           | Per piece | Quote rate only in BOQ |
| 52 | Water purifier (Electrical) Kent                | Per piece | Quote rate only in BOQ |
| 53 | White Marking Board with Duster                 | Per piece | Quote rate only in BOQ |
| 54 | Wooden Khat (Big Size)                          | Per piece | Quote rate only in BOQ |
| 55 | Wrought Iron Bed (5' X 7')                      | Per piece | Quote rate only in BOQ |
| 56 | Wrought Iron Bed (6' X 7')                      | Per piece | Quote rate only in BOQ |
| 57 | Xerox Paper A4 (Double-A Company) (75 gsm)      | Per rim   | Quote rate only in BOQ |
| 58 | Xerox Paper FS (Legal) (Double-A Company)       | Per rim   | Quote rate only in BOQ |
| 59 | Xerox Tonner (Cannon)                           | Per piece | Quote rate only in     |

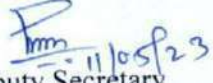


|    |                              |           |                        |
|----|------------------------------|-----------|------------------------|
|    |                              |           | BOQ                    |
| 60 | Xerox Tonner (Modi)          | Per piece | Quote rate only in BOQ |
| 61 | Xerox Tonner (RICOH) MP 200L | Per piece | Quote rate only in BOQ |

### Section VIII: Eligibility, Terms & Conditions

1. Tender Selection Committee (TSC) reserves the right to accept or reject any tender or any part of the tender without assigning any reason whatsoever.
2. Incomplete or bid with insufficient documents required for this NIT will be rejected.
3. Bidders/Representative must attend the Pre-Bid meeting on specific date & time as per the date & time schedule for any queries /clarification. No queries /clarification will be entertained after opening of Technical Bid Bidder(s) also may remain present at the time of opening of technical bid.
4. The successful bidder(s) are bound to complete the entire work as per specification of Section VII. The authority will check or test the quality of the material of each part of entire work to ensure the quality of work as per the specification given herewith. If any deviation found according to the specification at any stage, the authority reserves the right to cancel the total and or part of the work with forfeiting the security money& EMD submitted for this e-tender.
5. The Tender will be valid upto 1 year (from the date of AOC).
6. Bills with challan along with Work Done Certificate from the concerned authority must be submitted to this department for payment.
7. The final amount reflects in the financial bid by the bidder(s) will be treated as inclusive of all taxes, GST, Delivery Cost, All direct & indirect Taxes, All Incidental charges, Installation charges etc. no further or extra charges/amount will be paid beyond the price quoted and approved in the said financial bid.
8. The applying Agency/Firm/Individuals must be registered with PAN, GST, & P. Tax of current validity.
9. TIA is not bound to accept the lowest rate. Quality of above stated items will also be considered in selection of the bidder for supply of items. In case of equal rate, draw of lots will be done.
10. After evaluation of technical bids, the financial bid of technically eligible bidders will be opened and finalized.
11. Delivery must be done at different offices under Panchayat & Rural Development Department, Government of West Bengal within 07 (in case official urgency, agencies must have the capacity to supply items within 01 days prior intimation) days from the date of issue of Supply Order, failing which the tender will be liable to be cancelled.



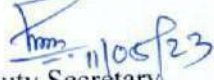
  
Senior Deputy Secretary  
Panchayat & Rural Development Department  
Government of West Bengal

Memo No: 2835-P&RD/O/Estt/5M-09/2023

Date: 11.05.2023

Copy forwarded for information and wide publication at his office notice board  
please to:-

1. The Special Secretary/Additional Secretary/Joint Secretary of this Department (All).

  
Senior Deputy Secretary  
Panchayat & Rural Development Department  
Government of West Bengal