

TENDER NOTICE
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To
10/28/18

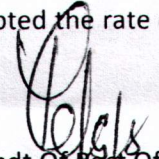
No : J-11/Tender Stationary & Sanitary / 2016-17 8th at Kolkata - 700007 the 04/05/2017

Sealed Tenders Superscripted 'Tender For Supply of Stationary & Sanitary articles " and addressed to the undersigned are invited on behalf of the President of India for supplying Stationary & Sanitary articles (as listed in Annexure -I at different Post Offices under Central Kolkata Division and Divisional Office). The Sealed tenders should be dropped in the Tender Box kept in the Chamber of the Senior Superintendent Of Post Offices, Central Kolkata Divisional Office. The Sealed Tenders should be dropped in the Tender Box placed in the office of the undersigned or may be sent by Registered post so as to reach this office on or before 05/06/2017 by 15.00 hrs and the same will be opened on 05/06/2017 at 15.00 hrs in presence of the tenderers or their representatives, who may be remain present at the time of opening the tender.

Each tender should be accompanied by current Trade Licence, Income tax & Sales tax return, /VAT Clearance certificate ,PAN card as per enclosed Annexure-II.The undersigned does not bind himself to accept the lowest or any tender or to assign any reason for rejection of any tender and reserve the right for accepting the whole or part of the tender as deemed proper.

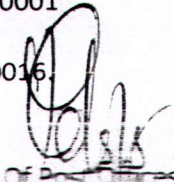
The rates quoted should be inclusive of all taxes and charges for delivery of the Post Office under this Division and other incidental charges . Each Tender must deposit a sum of Rs 2000/- (Rupees Two Thousand) only at any Post Office under this Division and The Original receipt should be submitted along with the tender. The Earnest money will be refunded to the unsuccessful tenders after the tender is finally disposed off. The Earnest money will be treated as security deposit in case of successful tenders(s). The successful tenderer(s) will have to supply the incidental articles to the Post Office under Central Kolkata Division within 7 (seven) days from the date of receipt of the order, falling which the security deposit is liable to forfeiture without any further reference.

The tender(s) submitted by any Government servant or his relative will not be accepted the rate quoted will remain valid for one (1) year from the date of acceptance of tender.


Sr Supdt Of Post Offices
Central Kolkata Division
Kolkata -700007

Copy forwarded to :-


- 1.The Chief Post Master General, West Bengal Circle, Kolkata-700012.
- 2.The APMG(BD&TO)O/o The Chief Post Master General , WB circle -700012 for uploading the Tender at the Web.
- 3.The Director, Kolkata GPO Kolkata -700001.
- 4.The Sr Post Master, Barabazar HO, Kolka-700007.
- 5-7.The Sr Supdt Of Post Offices, North/East/SouthKolkata Divn Kol700037/700014/700029.
- 8-45. All SPMS under Central Kolkata Division, They will please arrange to display on the Notice Board.
46. Notice Board of Division Office Central Kolkata Division Kol-70007.
47. M/S Fairdeal Enterprise, 31 Ultadanga Road Kolkata—700004.
48. M/S D L Dutta 9/8 F Rammohan Bera Lane Kol-700064.
49. M/S Ratna Udyog 71/1 Kabi Sukanta Sarani, Kolkata-700085.
- 50.M/s Matra Enterprise 17A, Patwar Bagan Lane Kolkata-700009.
51. M/s R M R Enterprise, 6-Bentinck St (Asha Chamber) 1st Floor, Room No -37, Kolkata-700001.
- 52.M/s Indian Forms Centre (P) ltd Sethia House, Ground Floor 23/24 Radhabazar St, Kolkata-700001.
- 53.M/s Union Marcantile Co,25, Strand Road, Marshal House (Room No -402) Kolkata -700001
- 54.M/S Pal Chowdhury, Supplier, 85 A Kamalpur East ,Kolkata-700028.
- 55-56.Sr Post Master Alipur HO,Howrah HO, Park Street HO, Kolkata-700027/711101/700016.
- 57-58. Spare.


Sr Supdt Of Post Offices
Central Kolkata Division
Kolkata -700007

List of the Stationary articles to be supplied

Sl NO	Article/Quality	Annual Requirement (Approx)	Brand	Rate(including VAT)
1.	Bound Register 1Qrs containing 100 pages & each page being numbered.	10Pcs		
	Bound Register 2 Qrs containing 200 page each.	10 Pcs		
	Bound Register 3 Qrs containing 300page each.	10Pcs		
	Bound Register 4 Qrs containing 400 page each.	10pcs		
	Bound Register5Qrs containing 500page each.	10Pcs		
	Bound Register 6 Qrscontaining 600page each.	10pcs		
	Bound Register 7 Qrs containing 700page each.	50Pcs		
	Bound Register 8 Qrs containing 800Page each	100pcs		
	Bound Register 12Qrs containing 1200Pageeach	50pcs		
2.	A4Paper(computerpaper)/JK-75GSM/Ream	2000 Ream		
3.	File Board(with cloth Back Flap)Good quality/Dozen	1008 Pcs.		
4.	File Folder(Tag file)good quality/Dozen with print	1008 Pcs.		
5.	File Folder(Four folder)Good quality/Dozen	1008Pcs		
6.	Carbon Paper(SingleSide)Kores Sapphire/Pkt	60 Pkt		
7.	Carbon Paper(DoubleSided) Kores/Pkt	60 Pkt		
8.	Guard File(Good Quality)/100Pages/Dozen	504Pcs.		
9.	Glass Paper weight(Plain)/Dozen	408 Pcs		
10.	Note Sheet Pad(100Page)Ledger Paper Green Pad	200 Pad		
11.	Table Glass 24'x18'(6mm) per Pc	10Pcs		
12.	Water Damper(good quality) per dozen	252 pcs		
13.	Tag (6 ply 9'')Good quality/1000pc	5000pcs		
14.	Stapler Machine(Kangaro No 10) pc	100 Pcs		
15.	Stapler Machine(Kangaro No 24/6) pc	30 pcs		
16.	Stapler Pin No 10 Kangaro per box	1000 box		
17.	Stapler Pin Kangaro No 24/7 Per box	50box.		
18.	Pin Cushion(Magnetic good quality) per Dozen	156 pcs		
19.	Self inking Stamp Pad-violet/Big/Gripex/per pc	20pcs		
20.	Self inking Stamp Pad-violet/medium/Gripex/per pc	150 pcs.		
21.	Stamp Pad Ink(Europa550ml)per bottle	50bottle		
22.	Pin King(needle point)per box	60box		
23.	Scale 1 feet(plastic)per pc	100pcs		
24.	Refil Black/Blue/Red(Morison) per box	10Box		
25.	Cloth Duster20'x20' good qualityper dozen	1000pcs		
26.	Eraz-cx White(correction fluid)/Korcs/Set	100pcs		
27.	Brown Paper (thick)29'x44'per Ream	20 Ream		
28.	Candle (Big9'x1' dia) 6pc pkt/ per pkt	50pkt		
29.	Cellotape Transperent 1/2'per pc	50pcs		
30.	Cellotape Transperent 2'per pc	50pcs		
31.	Fevicol (50 gram tube) per tube	100Tube		
32.	Mortin/ Good night(mosquito coil)/per pkt	50 Pkts		



33.	WastePaperBasket(plastic) per Dozen	204pcs		
34.	Thread Ball(medium)thick quality/per pc	12pcs		भारतीय डाक
35.	Paper Clip(metal)2'per dozen	60Dozen		
36.	Sealing Wax (Red)good qualityround shaper/8 stick per box	2Box		India Post
37.	Jute Sulti per kg	20kg		
38.	MarkerPen(permanent marker) Black/Red per box (10pcs)	20pcs		
39.	High light pen(multicolour)(6pc) per pkt	12pcs		
40.	Correction pen(needle point) white 7ml per pc	30pcs		
41.	Gems clip (plastic coated)Kores/per pkt	40 pkt		
42.	Glue Stick (15gms)/Fevistickper pc	20 pcs		
43.	Stamp Album per pc	70pc		
44.	Gum(Gripex)700ML Bottle per Bottle	50 Bottle		
45.	Rubber Band (good quality) 100 grams	500gram		

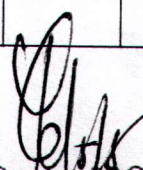

 Sr. Supdt. of P.O.s.
 Central Kol. Divn.
 Kolkata-700 007

Annexure-I

List of the Sanitary goods to be supplied



Sl No	Article / Quality	Annual Requirement (APF)	Brand	Rate (including VAT)
1.	Phenyle Bengal Chemical/5 ltr Jar	450 Ltr		
2.	Phenyle Bengal Chemical 1 ltr/Per Bottle	20 Ltr		
3	Muratic Acid 500ml Bottle per bottle	210 Bottle		
4	Napthalene (Bengal Chemical)/500grams. Pkt	100 Pkt		
5	Life buoy Soap/Big Size125 grams. Dozen	2016 Pcs		
6	Liquid Soap good quality 5 Ltr Jar	30 Ltr		
7	Vim Powder/per kg	142 Pkt		
8	Burnol ointment per tube	50 Tube		
9	Baygon Spray 500ml	60Bottle		
10	Baygon Hand Sprayer/ pc	20 pcs		
11	Dettol 100ml/per bottle	20 bottle		
12	Dettol 50ml/per bottle	48 bottle		
13	Gamaxine/500 grams pkt	20kg		
14	Jute /per kg	150 kg		
15	Broom Stick /per kg	70kg		
16	Phool Jharu good quality/per pcs	150pcs		
17	Jhul Jharu/ per pc	62 pcs		
18	Feather Duster good quality/per pc	110 pcs		
19	Sterilised cotton/25 gms pkt	62 pkt		
20	Bandage 2"/per pkt	62 pkt		
21	Band Aid/per pc	450pcs		
22.	Colin Spray/500 ml Bottle	30 Bottle		


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