



GOVERNMENT OF WEST BENGAL
Office of the Chief Medical Officer of Health
North 24 Parganas

No.

Dated

TENDER NOTICE

Sealed tenders are invited from the bonafide Agencies/ Firms/ individuals, for supply of **(1) Stationery Articles & (2) Pulse Polio Articles**, to the office of the undersigned for the year 2013-2014. The bidder should have at least two years experience in the same field. Proof, like **Trade License** of current validity, **PAN, Vat Registration** and up-to-date **IT returns** should be annexed with bid document. List of articles in **Annexure-A & Annexure-B** and the **terms & conditions (Annexure-C)**, are enclosed.

The applications may be received in the letter-head of the Agency/ Firm/ Individuals, addressed to the **"Chief Medical Officer of Health, North 24 Parganas."** **Through Speed Post or by dropping in the Tender Box.**

"Tender for Stationery Articles" and "Tender for Pulse Polio Articles", should be submitted separately. Last date of receiving of both the tenders : 26.02.2013 & Opening of tenders : at 4 PM on the same day.

For each tender, an amount of **Rs.500/-** (Five hundred) only (**Non-refundable**) as **processing fee** and an amount of **Rs.5000/-** (Five thousand) only as **Earnest Money**, through **Bank Draft**, drawn in favour of **"District Health & Family Welfare Samiti"**, are to be submitted with bid document(s).

Sd/-
Chief Medical Officer of Health
North 24 Parganas

No. 589/1 (C)

Dated 08.02.2013

Copy forwarded for information to the **DIO, NIC, North 24 Parganas**, with the request to please arrange for publication of the tender notice in the official website of this district.

[Signature]
Chief Medical Officer of Health
North 24 Parganas

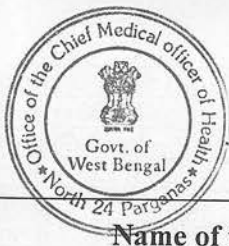
No.

Dated

Copy forwarded for information to :-

- 1) Director of Health Services, Govt of West Bengal
- 2) Jt. Secretary to the Govt. of West Bengal, Deptt. of H & FW (MS Branch)
- 3) Jt. Director of Health Services (P & D), West Bengal
- 4-6) Dy. CMOH-I / II / III, North 24 Pgs.
- 7) DMCHO, North 24 Pgs.
- 8-9) ZLO / DTO, North 24 Pgs
- 10) Accounts Officer of this office.
- 11) Office Notice Board

Chief Medical Officer of Health
North 24 Parganas



ANNEXURE-A

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List of Stationary articles, for 2013-2014

Sl. No.	Name of the Items	Brand	Rate @ Rs.
1*	Fullscap Paper White (17 X 27)	Supreme, Best quality	Per Ream
2*	Fullscap Paper Ruled (17 X 27)	Supreme, Best quality	Per Ream
3	Double Fullscap Paper (54" x 24")	Supreme, Best quality	Per Rim
4	Executive Bond Paper A4 size	100 GSM bilt	Per 100 sheets
5	Xerox Paper A4 size	75 GSM Copy Power	Per 500 Sheets
6	Xerox Paper Legal Size	75 GSM Copy Power	Per 500 Sheets
7	Alpin (100gm)	King	Per box
8	James Clip (50gm)	King	Per box
9	Stapler Machine (Jumbo)	Kangaro	Per piece
10	Stapler Machine (small)	Kangaro	Per piece
11	Stapler Pin (big)	Kores	Per Packet
12	Stapler Pin (small)	Kores	Per Packet
13	Ball Pen, Blue (use & throw)	Linc, Best Quality	Per doz.
14	Ball Pen, Black (use & throw)	Linc, Best Quality	Per doz.
15	Ball Pen, Red (use & throw)	Linc, Best Quality	Per doz.
16	Ball Pen, Green (use & throw)	Linc, Best Quality	Per doz.
17	Gel Pen (Blue)	Linc, Ocean Gel	Per Piece
17A	Gel Pen (Red)	Linc, Ocean Gel	Per Piece
18	Gel Pen (Green)	Linc, Ocean Gel	Per Piece
19	Gel Pen (Black)	Linc, Ocean Gel	Per Piece
20*	Board File	Best Quality	Per Piece
21	Pin Cushion (Mgnet)	Best Quality	Per Piece
22*	Cover File (Four Fold) Big	Best Quality	Per dozen
23*	Folder File (Two Fold)	Best Quality	Per dozen
24	File Flap	Best Quality	Per 100Peces
25*	Rubber Stamp, wooden	Best Quality	Per Piece
26*	Rubber Stamp (Self Ink)	Best Quality	Per Piece
27*	Rubber Stamp (Pesto) Polymer	Pesto	Per Piece
28	Stamp Pad Ink (110) ml	Eureka	Per Piece
29	Stamp Pad Ink (700) ml	Eureka	Per Piece
29A*	Envelope (6"x4")	Brown Craft paper of 20 Kg.	Per 1000 Pieces
30*	Envelop (9" x 4")	Brown Craft paper of 27 Kg.	Per 1000 Pieces
31*	Envelop (11" x 5")	Brown Craft paper of 27 Kg.	Per 1000 Piece
31A*	Cloth envelope (12" x 6")	White, Best Quality	Per 1000 Piece
32*	Envelop Service Book (18.5" x 11.5")	White, Best Quality	Per 100 Piece
33*	Tag (big size)	Best Quality	Per 100 Piece
34	Ledger Book (500 Page)	Paper of 10 Kgs. Per ream	Per Piece
35*	Ledger Book (No.20) (Leather Binding)	Paper of 10 Kgs. Per ream	Per Piece
36	Ledger Book (No.16) (Leather Binding)	Paper of 10 Kgs. Per ream	Per Piece
37	Ledger Book (No.12) (Leather Binding)	Paper of 10 Kgs. Per ream	Per Piece
38*	Bound Register (No. 20)	Paper of 10 Kgs. Per ream	Per Piece
39	Bound Register (No. 18)	Paper of 10 Kgs. Per ream	Per Piece
40	Bound Register (No. 16)	Paper of 10 Kgs. Per ream	Per Piece
41	Bound Register (No. 14)	Paper of 10 Kgs. Per ream	Per Piece
42	Bound Register (No. 12)	Paper of 10 Kgs. Per ream	Per Piece
43	Bound Register (No.10)	Paper of 10 Kgs. Per ream	Per Piece
44	Bound Register (No.8)	Paper of 10 Kgs. Per ream	Per Piece
45	Bound Register (No.6)	Paper of 10 Kgs. Per ream	Per Piece
46	Bound Register (No.4)	Paper of 10 Kgs. Per ream	Per Piece
47	Register Non-Binding	Paper of 10 Kgs. Per ream	Per Piece
48	Paper Weight	Best Quality	Per Dozen
49	Exercise Book (No.8)	Classmate	Per Dozen
50	Exercise Book (No.6)	Classmate	Per Dozen

51	Exercise Book (No.4)	Classmate	Per Dozen	
52	Gum (150)ml	Eureka	Per Piece	
53	Gum (700)ml	Eureka	Per Piece	
54	Stamp Pad (Big)	Faber Castle	Per Piece	
55	Stamp Pad (Small)	Faber Castle	Per Piece	
56	Torch Light (2 Cell)	Eveready	Per Piece	
57	Torch Light (3 Cell)	Eveready	Per Piece	
58	Torch Light Battery (1050 Cell)	Eveready	Per pair	
59	Torch Light Battery (950 Cell)	Eveready	Per pair	
60	Pencil Battery	Eveready	Per pair	
61*	Duster (Big size)	Best Quality	Per Piece	
62*	Towel (Big size)	Best Quality	Per Piece	
63	Lock & Key (7 Lever)	Godrej	Per Piece	
64	Lock & Key (6 Lever)	Godrej	Per Piece	
65	Lock & Key (6 Lever) (Ordinary)	Biki	Per Piece	
66	Lock & Key (7 Lever) (Ordinary)	Biki	Per Piece	
67	Candle (Big) (6 Pc packet)	Cycle	Per Packet	
68	Calculator (10) digit)	Casio/Orpat	Per Piece	
69*	Peon Book (No. 6)	Best Quality	Per Piece	
70*	Vehicle Log Book (No. 6)	Best Quality	Per Piece	
71*	Service Book	Best Quality	Per Piece	
72*	Attendance Register (24 page)	Best Quality	Per Piece	
73*	Attendance Register (12 page)	Best Quality	Per Piece	
74*	Drinking Water Glass	Best Quality	Per Piece	
75*	Pay Bill Outer Sheet	Best Quality	Per Piece	
76*	Pay Bill Inner Sheet	Best Quality	Per Piece	
77*	T.A.Bill Form	Best Quality	Per Piece	
78				
79	Pencil Carbon Blue (single) (100 pc box)	Kores	Per Box	
80	Pencil Carbon (double) (100 pc box)	Kores	Per Box	
81	Soap Case	Best Quality	Per Piece	
82	Water Mug (Plastic)	Best Quality	Per Piece	
83	Naphthalene Ball (200 gm Packet)	Bengal Chemicals	Per Piece	
84	XXX	XXX	XXX	XXXXX
85	Eraser (White) Pen type	Kores	Per Piece	
86	Key Bag (Leather)	Best Quality	Per Piece	
87	Key Bag (Ring)	Best Quality	Per Piece	
88*	Pardah with Fitting (Door)	Synthetic	Per Door	
89*	Pardah with Fitting (Window)	Synthetic	Per Door	
90				
91				
92	Dendrite Tube (50gm)	Best Quality	Per tube	
93	Register Binding Charges	Best Quality Paper	Per 100 Page	
94	Printing Charges (One side) (Full Scape Size)	Best Quality Paper	Per 100 Page	
95	Printing Charges (Both side) (Full Scape Size)	Best Quality Paper	Per 100 Page	
96	Printing Charges (one side) (7"x 8")	Best Quality Paper	Per 100 Page	
97	Printing Charges (Both side) ((7"x 8")	Best Quality Paper	Per 100 Page	
98	Printing Charges (1side) (5"x 7 1/2")	Best Quality Paper	Per 100 Page	
99*	Cash Book (18" x 24")	Best Quality	Per Piece	
100	Printing Charges (Both side) ((7"x 8")	Best Quality Paper	Per 100 Page	
101	Printing Charges (1side) (5"x 7 1/2")	Best Quality Paper	Per 100 Page	
102	Candle 9" size (6pc. Pkt.)	Best quality	Per packet.	
103	Mosquito Coil	Good Night	Per Piece	
104	All Out Machine	Good Night	Per Piece	
105	All Out Liquid	Good Night	Per Piece	
106	Hand Towel	Best Quality	Per Piece	
107	Plastic Bucket (15 Lts.)	Best Quality	Per Piece	
108	Gl Bucket (18")	Tata	Per Piece	
109	Eraser (Pencil)	Nataraj	Per Piece	
110	Stock Ledger (Leather Binding) No.20	Tuktuki	Per Piece	
111	Stock Ledger (Leather Binding) No.16	Tuktuki	Per Piece	

112	Stock Ledger (Leather Binding) No. 12	Tuktuki	Per Piece	
113	Bound Register (No. 40)	Tuktuki	Per Piece	
114*	Scale (Wooden) (12")	Best Quality	Per Piece	
115*	Scale (Plastic) (12")	Best Quality	Per Piece	
116*	Scale (Wooden) (24")	Best Quality	Per Piece	
117	Vim Powder (500gm Packet)	Best Quality	Per Paket	
118	Detergent Powder (1Kg. Paacket)	Surf	Per Packet	
119	Chair Cushion	Best Quality	Per Piece	
120*	Cutting Plus (Cash Pin Cutter)	Best Quality	Per Piece	
121	HIT with a spray (Mosquito)	HIT	Per Piece	
122	Room Freshner, 170 oz.	Hindustan Lever	Per Piece	
123*	Muriatic Acid (500 ml bottle)	Best Quality	Per bottle	
124	Waste Paper Basket Plastic	Best Quality	Per Piece	
125*	Table Paper Tray Plastic	Best Quality	Per Piece	
126	Broom Jharu	Best Quality	Per Piece	
127	Phool Jharu	Best Quality	Per Piece	
128	Jhul Jharu	Best Quality	Per Piece	
129	Baygon Spray (500gm)	Baygon	Per Piece	
130	Spray Machine	Baygon	Per Piece	
131	Soap (125gm)	Life Buoy	Per Piece	
132*	Knife (Paper cutter) Steel blade	Best Quality	Per Piece	
133	Table Glass (5mm)	Best Quality	Per Sqr.feet	
134				
135	Emergency Light	Eveready	Per Piece	
136*	Plastic Table Cover	Best Quality	Per Piece	
137*	Rubber Band (500 gm Packet)	Best Quality	Per Piece	
138	Calling Bell (Electric)	Anchor	Per Piece	
139	Paposh (Standard Size)	Best Quality	Per Piece	
140	Water Sponge	Best Quality	Per Dozen	
141*	Paper Clip (Plastic)	Best Quality	Per Dozen	
142	Wooden Pencil (10 piece box)	Aprasa HB	Per box	
143*	Bill Register (250 pages)	Bond Paper	Per Piece	
144*	Seal Wax (8 Piece Packet)	Best Quality	Per Packet	
145	Phore	Best Quality	Per Piece	
146	Short Hand Book	Best Quality	Per Piece	
147*	Note Sheet Pad (100 pages pad)	Best Quality	Per Pad	
148*	Tea Set (pair of Cup & Dish)	Best Quality	Per Set	
149	Water Jug (Plastic)	Best Quality	Per Piece	
150	Water Mug (Plastic)	Best Quality	Per Piece	
151	Torch light Bulb	Everady	Per Piece	
152	Plastic Belcha	Best Quality	Per Piece	
153	Aluminum Goods (All type)	Best Quality	Per Kg	
154	Hit Spray (Cockroach)	Baygon	Per Packet	
156	Tin Mug	Best Quality	Per Piece	
157	Wax Match Box (10 Pc Box)	Cats	Per Box	
158*	Paper Clip (Aluminum)	Best Quality	Per Piece	
159	Punching Machine	Max	Per Piece	
160	Gamla Plastic (16")	Best Quality	Per Piece	
161	Glycerin	2 (ounce)	Per Piece	
162*	Channel file	Best Quality	Per Piece	
163	XXX	XXX	XXX	XXX
164	Swap floor (Jute)	Best Quality	Per Piece	
165*	Parda with fitting (door)	Best Quality	Per Piece	
166*	Parda with fitting (window)	Best Quality	Per Piece	

samples should be submitted for (*) mark items on the date of opening of the bid documents, failing which the tender may be rejected.

Chief Medical Officer of Health
North 24 Parganas



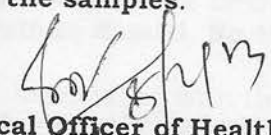
ANNEXURE-B

List of Articles for Pulse for the year 2013-2014

Sl. No.	Name of the Articles	Quality	Rate @Rs.
1.	Chalk Pencil, White 50 pcs. per box	Best Quality	
2.	Saw, Small size, 10 pcs. per box	Best Quality	
3.	Polythine bag, 20 micron, Small (15 cm X 16 cm.)-100 pcs per packet	Best Quality	
4.	Polythine bag, 20 micron, Large (24 cm X 30 cm.)-50 pcs per packet	Best Quality	
5.	Polythine Lock bag 6" X 4"	Best Quality	
6.	Safety Pin - 1000 pcs. per box	Best Quality	
7.	Form 7A One side print- Foolscap paper- per 1000 pcs.	Best Quality	
8.	Form 7B One side print- Foolscap paper- per 1000 pcs	Best Quality	
9.	Form 8A One side print- Foolscap paper- per 1000 pcs	Best Quality	
10.	Form 8B Both side print (I & II)- Foolscap paper- per 1000 pcs	Best Quality	
11.	Form 9A One side print- Foolscap paper- per 1000 pcs	Best Quality	
12.	Form 9B One side print- Foolscap paper- per 1000 pcs	Best Quality	
13.	Form 9D One side print- Foolscap paper- per 1000 pcs	Best Quality	
14.	IEC Materials (one side) 6" X 3"	Best Quality	
15.	Format for distribution (both sides-I & II)	Best Quality	

* Samples to be collected from the office of the undersigned before submitting tender(s)

**The quality of the items should be better than the quality of the samples.


Chief Medical Officer of Health
North 24 Parganas



ANNEXURE-C

: Terms & Conditions :

- 1) The bid documents will be received by **Speed Post or by dropping in the Tender Box**, addressed to the **Chief Medical Officer of Health, North 24 Parganas, Kolkata-700124**.
- 2) The bid documents to be submitted under sealed cover and to be superscribed on the envelope, as "**Tender for Stationery Articles / Pulse Polio Articles**".
- 3) The bidder must have a valid Trade License, PAN and at least two years experience in this field. Copy of License, PAN, upto date IT returns should be enclosed.
- 4) Samples should be submitted for the (*) marked articles on the date of opening of bid documents
- 5) The rates should be written clearly on the attached list (Annexure-A or Annexure- B). Use of eraser (white ink) should be avoided and any overwriting should be signed (full signature) by the bidder.
- 6) The price will be inclusive of all taxes and all other charges, like loading-unloading charges, freight etc.
- 7) The Selection Committee has every right to accept or reject any tender without showing any cause thereof.
- 8) The selected bidder(s) will have to sign an agreement and the earnest money may be kept in this office as a part of Security Deposits.
- 9) The articles should be supplied as per specifications within three days from issue of the Order, failing which the order should be treated as cancelled and the 2nd lowest bidder may be asked to supply those articles.
- 10) The Proprietor of the firm should sign on every page of the bid documents.

Processing Fee & Earnest Money

- i) **Rs.500.00** (Rupees five hundred) only to be submitted along with the bid documents as **Processing Fees (Non refundable)** through Bank Draft, drawn in favour of the "**District Health & Family Welfare Samiti, North 24 Parganas**".
- ii) **Rs.5000.00** (Rupees five thousand) **only** to be submitted along with the bid documents as Earnest Money through Bank Draft, drawn in favour of the "**District Health & Family Welfare Samiti, North 24 Parganas**", which will be refunded to the unsuccessful bidder (s) soon after the completion of the tender process.
- iii) The Earnest Money will be kept in custody of the authority as a part of Security Deposit for the successful bidder (s).


**Chief Medical Officer of Health
North 24 Parganas**

