

Government of West Bengal
Office of the Chief Medical Officer of Health
North 24 Parganas
Barasat

Memo No. 530

Date 18.02.14

TENDER NOTICE

Sealed Tenders are invited by Secretary District Health and Family Welfare Samiti & Chief Medical Officer of Health, North 24 Parganas from the experienced and bonafied persons / Establishment for the supply of **Stationery Articles** (good quality) as per enclosed sheets for the period of 2013-14 & 2014-15 upto 31st March 2015. The last date of submission of tender is **04.03.14** upto 1.00 p.m. and it will be opened on the same day at 2.00 p.m. The rates are required for one year and it may be extended for future period with same terms & conditions.

1. Copy of valid Trade License.
2. Copy of VAT registration certificate.
3. Copy of PAN.
4. Service Tax Certificate.

Terms & Conditions (Annexure-I) and Tender Form shall be available from the office of the undersigned on all working days on and from **19.02.14**.

The undersigned reserves the right to cancel or accept any tender or a part of the tender without assigning any reason thereof.

M. Anurag
18/02/14.
Chief Medical Officer of Health
North 24 Parganas

Memo No. 530/1(8)

Date 18.02.14

Copy forwarded for information & necessary action please to-

1. Savadhipati, Zilla Parishad, North 24 Parganas.
2. The Director of Health Services, Govt. of West Bengal.
3. The District Magistrate, North 24 Parganas.
4. The Addl. District Magistrate (G), North 24 Parganas.
5. The Dy. CMOH-I/II/III/DMCHO/DTO/ZLO, North 24 Parganas.
6. The Accounts Officer of this office.
7. The DIO, NIC, North 24 Parganas with the request to publish the notice to the official website of North 24 Parganas.
8. Office Copy.

M. Anurag
18/02/14.
Chief Medical Officer of Health
North 24 Parganas

Annexure-I

Terms & Conditions

- 1) The bid documents shall be received, 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 supply of Stationery Articles and some articles other than stationery for the period of 2013-14 & 2014-15 upto 31st March 2015 in the district of North 24 Parganas / CMOH office**".
- 3) No price preference should be given to any organization / Society
- 4) The bidder must have PAN, Service Tax Registration and Commercial Tax Registration of current validity
- 5) The bidder must have at least two years experience in any Govt. Hospital (s) Experience Certificate (s) to be submitted.
- 6) All rates given should be inclusive of all taxes.
- 7) The Selection committee has the right to accept/ cancel any tender without showing any cause thereof.
- 8) Sample of items to be provided with the tender positively.

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 "**Chief Medical Officer of Health, 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 "**Chief Medical Officer of Health, 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

TENDER FOR STATIONERY ARTICLES 2013-14 & 2014-15

Names & address of the bidders

Sl. No.	Name of the Articles	Brand & Quality	Unit	Rate
1	Executive Bond Paper A4 size	100 GSM bilt	Per 100 sheets	
2	Xerox Paper A4 size	75 GSM Copy Power	Per 500 Sheets	
3	Xerox Paper Legal Size	75 GSM Copy Power	Per 500 Sheets	
4	Alpin (100gm)	King	Per box	
5	James Clip (50gm)	King	Per box	
6	Stapler Machine (Jumbo)	Kangaro	Per piece	
7	Stapler Machine (small)	Kangaro	Per piece	
8	Stapler Pin (big)	Kores	Per Packet	
9	Stapler Pin (small)	Kores	Per Packet	
10	Ball Pen, Blue (use & throw)	Linc, Best Quality	Per doz.	
11	Ball Pen, Black (use & throw)	Linc, Best Quality	Per doz.	
12	Ball Pen, Red (use & throw)	Linc, Best Quality	Per doz.	
13	Ball Pen, Green (use & throw)	Linc, Best Quality	Per doz.	
14	Gel Pen (Blue)	Linc, Ocean Gel	Per Piece	
15	Gel Pen (Red)	Linc, Ocean Gel	Per Piece	
16	Gel Pen (Green)	Linc, Ocean Gel	Per Piece	
17	Gel Pen (Black)	Linc, Ocean Gel	Per Piece	
18	Board File	Best Quality	Per Piece	
19	Cover File (Four Fold) Big	Best Quality	Per dozen	
20	Folder File (Two Fold)	Best Quality	Per dozen	
21	File Flap	Best Quality	Per 100Peces	
22	Rubber Stamp, wooden	Best Quality	Per Piece	
23	Rubber Stamp (Self Ink)	Best Quality	Per Piece	
24	Rubber Stamp (Pesto) Polymer	Pesto	Per Piece	
25	Stamp Pad Ink (110) ml	Eureka	Per Piece	
26	Stamp Pad Ink (700) ml	Eureka	Per Piece	
27	Envelope (6"x4")	Brown Craft paper of 20 Kg.	Per 1000 Pieces	
28	Envelop (9" x 4")	Brown Craft paper of 27 Kg.	Per 1000 Pieces	
29	Envelop (11" x 5")	Brown Craft paper of 27 Kg.	Per 1000 Piece	
30	Cloth envelope (12" x 6")	White, Best Quality	Per 1000 Piece	
31	Envelop Service Book (18.5" x 11.5")	White, Best Quality	Per 100 Piece	
32	Tag (big size)	Best Quality	Per 100 Piece	
33	Bound Register (No. 20)	Paper of 10 Kgs. Per ream	Per Piece	
34	Bound Register (No. 18)	Paper of 10 Kgs. Per ream	Per Piece	
35	Bound Register (No. 16)	Paper of 10 Kgs. Per ream	Per Piece	
36	Bound Register (No. 14)	Paper of 10 Kgs. Per ream	Per Piece	
37	Bound Register (No. 12)	Paper of 10 Kgs. Per ream	Per Piece	
38	Bound Register (No.10)	Paper of 10 Kgs. Per ream	Per Piece	
39	Bound Register (No.8)	Paper of 10 Kgs. Per ream	Per Piece	
40	Bound Register (No.6)	Paper of 10 Kgs. Per ream	Per Piece	
41	Bound Register (No.4)	Paper of 10 Kgs. Per ream	Per Piece	
42	Register Non-Binding	Paper of 10 Kgs. Per ream	Per Piece	
43	Paper Weight	Best Quality	Per Dozen	
44	Exercise Book (No.8)	Classmate	Per Dozen	
45	Exercise Book (No.6)	Classmate	Per Dozen	
46	Exercise Book (No.4)	Classmate	Per Dozen	
47	Gum (150)ml)	Eureka	Per Piece	
48	Gum (700)ml)	Eureka	Per Piece	
49	Stamp Pad (Big)	Faber Castle	Per Piece	
50	Stamp Pad (Small)	Faber Castle	Per Piece	
51	Torch Light (2 Cell)	Eveready	Per Piece	
52	Torch Light (3 Cell)	Eveready	Per Piece	
53	Torch Light Battery (1050 Cell)	Eveready	Per pair	
54	Torch Light Battery (950 Cell)	Eveready	Per pair	
55	Pencil Battery AA	Eveready	Per pair	
56	Duster (Big size)	Best Quality	Per Piece	
57	Towel (Big size)	Best Quality	Per Piece	
58	Lock & Key (7 Lever) Brush	Godrej	Per Piece	

TENDER FOR STATIONERY ARTICLES 2013-14 & 2014-15

Names & address of the bidders

Sl. No.	Name of the Articles	Brand & Quality	Unit	Rate
59	Lock & Key (6 Lever) Brush	Godrej	Per Piece	
60	Lock & Key (6 Lever) (Ordinary)	Link	Per Piece	
61	Lock & Key (7 Lever) (Ordinary)	Link	Per Piece	
62	Candle (Big) (6 Pc packet)	Cycle	Per Packet	
63	Calculator (10) digit)	Casio/Orpat	Per Piece	
64	Peon Book (No. 6)	As per specification	Per Piece	
65	Vehicle Log Book (No. 6)	As per specification	Per Piece	
66	Service Book	As per specification	Per Piece	
67	Attendance Register (24 page)	Best Quality	Per Piece	
68	Attendance Register (12 page)	Best Quality	Per Piece	
69	Drinking Water Glass	Best Quality	Per Piece	
70	T.A.Bill Form	As per specification	Per Piece	
71	Pencil Carbon Blue (single) (100 pc box)	Kores	Per Box	
72	Pencil Carbon (double) (100 pc box)	Kores	Per Box	
73	Soap Case	Best Quality	Per Piece	
74	Water Mug (Plastic)	Best Quality	Per Piece	
75	Naphthalene Ball (200 gm Packet)	Bengal Chemicals	Per Piece	
76	Eraser (White) Pen type	Kores	Per Piece	
77	Key Bag (Leather)	Best Quality	Per Piece	
78	Key Bag (Ring)	Best Quality	Per Piece	
79	Pardah with Fitting (Door)	Synthetic	Per Door	
80	Pardah with Fitting (Window)	Synthetic	Per Door	
81	Dendrite Tube (50gm)	Best Quality	Per tube	
82	Fevicol 100ml			
83	Candle 9" size (6pc. Pkt.)	Best quality	Per packet.	
84	Mosquito Coil	Good Night	Per Piece	
85	All Out Machine	Good Night	Per Piece	
86	All Out Liquid	Good Night	Per Piece	
87	Hand Towel	Best Quality	Per Piece	
88	Plastic Bucket (15 Lts.)	Best Quality	Per Piece	
89	Eraser (Pencil)	Nataraj	Per Piece	
90	Scale (Wooden) (12")	Best Quality	Per Piece	
91	Scale (Plastic) (12")	Best Quality	Per Piece	
92	Scale (Wooden) (24")	Best Quality	Per Piece	
93	Vim Powder (500gm Packet)	Best Quality	Per Paket	
94	Detergent Powder (1Kg. Paacket)	Surf	Per Packet	
95	Cutting Plus (Cash Pin Cutter)	Best Quality	Per Piece	
96	HIT with a spray (Mosquito)	HIT	Per Piece	
97	Room Freshner, 170 oz.	Hindustan Lever	Per Piece	
98	Muriatic Acid (500 ml bottle)	Best Quality	Per bottle	
99	Waste Paper Basket Plastic	Best Quality	Per Piece	
100	Table Paper Tray Plastic	Best Quality	Per Piece	
101	Broom Jharu	Best Quality	Per Piece	
102	Phool Jharu	Best Quality	Per Piece	
103	Jhul Jharu	Best Quality	Per Piece	
104	Baygon Spray (500gm)	Baygon	Per Piece	
105	Soap (125)gm)	Life Buoy	Per Piece	
106	Knife (Paper cutter) Steel blade	Best Quality	Per Piece	
107	Table Glass (5mm) with fitting	Best Quality	Per Sqr.feet	
108	Emergency Light	Eveready	Per Piece	
109	Plastic Table Cover	Best Quality	Per Piece	
110	Rubber Band (500 gm Packet)	Best Quality	Per Piece	
111	Calling Bell (Electric)	Anchor	Per Piece	
112	Paposh (Standard Size)/ Door Mat	Best Quality	Per Piece	
113	Water Sponge	Best Quality	Per Dozen	
114	Paper Clip (Plastic)	Best Quality	Per Dozen	
115	Wooden Pencil (10 piece box)	Aprasa HB	Per box	

TENDER FOR STATIONERY ARTICLES 2013-14 & 2014-15

Names & address of the bidders

Sl. No.	Name of the Articles	Brand & Quality	Unit	Rate
116	Bill Register (250 pages)	Bond Paper	Per Piece	
117	Phore/Borer	Best Quality	Per Piece	
118	Short Hand Book	Best Quality	Per Piece	
119	Note Sheet Pad (100 pages pad)	Best Quality	Per Pad	
120	Tea Set (pair of Cup & Dish)	Best Quality	Per Set	
121	Water Jug (Plastic)	Best Quality	Per Piece	
122	Aluminum Goods (All type)	Best Quality	Per Kg	
123	Paper Clip (Aluminum)	Best Quality	Per Piece	
124	Punching Machine	Max	Per Piece	
125	Channel file	Best Quality	Per Piece	
126	Swap floor (Jute)	Best Quality	Per Piece	
127	Parda with fitting (door)	Best Quality	Per Piece	
128	Parda with fitting (window)	Best Quality	Per Piece	
129	Highlighter	Best Quality	Per Piece	
130	Marker	Best Quality	Per Piece	
131	Whitner	Best Quality	Per Piece	
132	Fevistick	Fevicol	Per Piece	
133	Toilet Brush	Best Quality	Per Piece	
134	Car Towel	Best Quality	Per Piece	
135	Metal Clip	Best Quality	Per Dozen	


 Chief Medical officer of Health
 North 24 Parganas