



GOVERNMENT OF WEST BENGAL
Office of the District Magistrate & Collector
North 24 Parganas, Barasat
(Kanyashree Section)

Memo No. 64/Kanya/N24P

Dated: 11.02.2016

NOTICE FOR INVITING TENDER

Offers are invited only from competent, reputed & eligible Agencies / Firms / Co-op. Society, having adequate experience in Office Furniture, Interior and miscellaneous articles to Government Offices, for the items required by this office as denoted in the enclosed Annexure – I.

The Tender Papers (comprising of Notice Inviting Tender alongwith Item Detail at Annexure –I, Technical Bid Form & Financial Bid Form) is to be obtained from office of the District Magistrate, Kanyashree Section, North 24 Parganas, Barasat from from 16/02/18 to 18/02/2016 upto 2.00 p.m. Offers will be received on 19/02/2016 upto 2.00 p.m, at the chamber of the Additional District Magistrate (T), North 24 Parganas. The Tender Bid will be opened on 19/02/2016 at 04.00 p.m.


All Agencies Offering Rates (AOR) should submit the following documents (duly self attested only) in the name of the Agency:

- 1) **Current Trade License for 2015 – 2016.**
- 2) **Value Added Tax (VAT) Registration Certificate.**
- 3) **Last Vat Return.**
- 4) **Income Tax Return for the Assessment Year 2015 – 2016.**
- 5) **Permanent Account Number (PAN) Card.**
- 6) **Professional Tax Registration Certificate.**
- 7) **Professional Tax Challan with current validity.**
- 8) **Credential certificate of Rs. 5 Lac.**

The AOR should quote rates inclusive of all taxes for any volume, also must include cost of delivery charges, installation charges & incidental charges (if any). Offers are to be submitted in the Tender Box retained at the chamber of the Additional District Magistrate (T), North 24 Parganas. In this case the AOR must submit the Technical Bid & Financial Bid in two different sealed envelopes & the said two envelopes must again be inserted into another sealed envelope.

The “Intending AOR” if selected as a supplier, must comply exactly with the same rate quoted for all articles, for supply of any volume upto 31st March 2017.

The undersigned reserves the right to reject any or all of the offers without assigning any reasons whatsoever.


Addl. District Magistrate (T)
North 24 parganas
11/2/16.



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Office of the District Magistrate & Collector
North 24 Parganas, Barasat
(Kanyashree Section)

LIST OF ARTICLES IN CONNECTION WITH NIT NO. - DATED
FOR SUPPLY OF OFFICE INTERIOR, FURNITURE AND MISCELLANEOUS ARTICLE.

Annexure – I

Sl.	Particulars	Details	Qty.
1	Wooden Cabinet	24mm ISI Ply Make with 1mm lamina have 2Part which contains 3 compartments; Size – 72”x30”x18”	4 Piece
2	Executive Chair	Revolving, High Back, Tilting and Oscillating; Castrol with Gas lifting	2 Piece
3	Office Chair	Mid Back, Fixed Type with arm, Stainless Steel Framed; Seat & Back should be cushioned	20 Piece
4	Wooden Cabinet	24mm ISI Ply Make with 1mm lamina have 1Part which contains 3 compartments; Size – 96”x42”x18”	8 Piece
5	Wooden Table (half round)	24mm ISI Ply Make with 1mm lamina have which contains Key Board Tray with Cable arranger; Size – 42”x30”x18”	6 Piece

11.02.16
Addl. District Magistrate(T)
North 24 Parganas

Rishu
11/2/16

Technical Bid

IN CONNECTION WITH NIT NO. - DATED
FOR SUPPLY OF OFFICE INTERIOR, FURNITURE AND MISCELLANEOUS ARTICLE.

Name of the Firm :.....

Address :.....
.....
.....

Name of Contact Person :.....

Contact Number :.....

Attached alongwith this paper Attested photocopy of following documents
(Declare in Yes / No where applicable):

- | | |
|---|---------|
| 1) Trade License for 2015– 2016 | : |
| 2) Value Added Tax (VAT) Registration Certificate | : |
| 3) Last Value Added Tax (VAT) Return | : |
| 4) Income Tax Return for the year 2014 – 15 | : |
| 5) Permanent Account Number (PAN) Card | : |
| 6) Professional Tax Registration Certificate | : |
| 7) Professional Tax Challan with current validity | : |
| 8) Credential Certificate of Rs. 5 Lac | : |

Date:

Place:

**Signature of the
Authorised Representative
With Seal**

Financial Bid

IN CONNECTION WITH NIT NO. - DATED
FOR SUPPLY OF OFFICE INTERIOR, FURNITURE AND MISCELLANEOUS ARTICLE.

<u>Sl.</u>	<u>Particulars</u>	<u>Details</u>	<u>Qnty.</u>	<u>Rate in Rs./Unit</u>	<u>Total Rs.</u>
1	Wooden Cabinet	24mm ISI Ply Make with 1mm lamina have 2Part which contains 3 comparments; Size – 72"x30"x18"	4 Piece		
2	Executive Chair	Revolving, High Back, Tilting and Ocilating; Castrol with gGas lifting	2 Piece		
3	Office Chair	Mid Back, Fixed Type with arm, Stainless Steel Framed; Seat & Back should be cushioned	20 Piece		
4	Wooden Cabinet	24mm ISI Ply Make with 1mm lamina have 1Part which contains 3 comparments; Size – 96"x42"x18"	8 Piece		
5	Wooden Table (half round)	24mm ISI Ply Make with 1mm lamina have which contains Key Board Tray with Cable arranger; Size – 42"x30"x18"	6 Piece		
Rupees					
.....					
.....				<u>Total Rs.</u>	
Only.					

Date:

Place:

**Signature of the
Authorised Representative
With Seal**

Memo No. 64(5)/Kanya/N 24P

Dated: 11.02.2016

Copy forwarded for information and taking necessary action for wide publication to-

1. The Additional Executive Officer, ZillaParishad, North 24-Parganas.
2. The Sub-divisional Officer, Bongaon/Basirhat/Barrackpore/Barasat (Sadar), North 24-Pgs.
3. The District Informatics Officer, NIC, with request to upload this notice & Tender form in District website and also in the official website of Government of West Bengal for wide publicity.
4. The District Information & Cultural Officer, North 24-Parganas with request to take necessary action for wide publicity.
5. This Office notice board.

By 11.2.16
Addl. District Magistrate (T)
North 24 parganas
Basirhat
11/2/16.