

**OFFICE OF THE DISTRICT MAGISTRATE  
& PRICIPAL CENSUS OFFICER, BIRBHUM  
(SOCIO ECONOMIC & CASTE CENSUS CELL)**

**Suri, Birbhum, West Bengal, PIN 731 101**

Phone No: (03462)-255712/713, 255073, 255319

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NOTICE INVITING TENDER 01/SECC2011/BIRBHUM

Sealed rates in percentage are invited from the reputed agencies having experiences in the relevant matter for supplying of the following items as per specification to this office. Interested agencies may submit rates at office of the Additional District Magistrate (ZP) on 30/11/2011 up to 2:00 pm and this will be opened on that date at 3:00 pm. EMD of Rs.5000/- in Demand Draft / Banker's cheque in favour of 'SECC-2011' Payable at Suri shall have to be submitted along with the tender papers.

Rates should not be quoted item wise, the tenderer should quote rate for the whole group of items for Enumerator's kit and Supervisor's kit separately, for Sl no. 1 & 2.

Interested agencies willing to submit the rate will have to comply with the following terms & conditions.

1. Every agencies shall have to submit the following along with tender papers
  - a. Credential of similar type supply work to Govt. offices / undertaking/ Municipality, etc. total of Rs.10 lakhs, (along with supply experience of minimum 10 years).
  - b. Photocopy of valid trade license. (covering licence for printing and stationary)
  - c. Photocopy of valid Income Tax (Year 2010-11), Sale Tax / VAT, (with up to date registration) Professional Tax (copy of <sup>current</sup> registration certificate) clearance certificate. The P.Tax challan for the year 2011-12 to be submitted.
2. Tender should be sent in sealed cover only with subscribing of NIT number and title of works on envelop.
3. No. Variation of size / standard will be allowed while supplying the matters.
4. Articles should be supplied within reasonable period as will be mentioned in the work / supply order.
5. The rate quoted includes all taxes and incidental charges thereto and rate to be quoted both in figure and words.
6. The rate should also include the transportation cost of delivering the material at D.R.D.C. Godown at Suri and bagging the same.
7. The undersigned reserves the right to reject any or all tenderers without assigning of any reason whatsoever and may accept either lowest rate or any of the rates on merit:


8. ~~The base price of the articles mentioned in~~

Details of specification of items to be supplied to the office of the undersigned.

List of items

Sl No	Description of Item	Total estimate d Rate (in Rs.)	Quantity to be supplied (approx)	Offered Rate in Figure (in Rs.) per set	Offered Rate in words	
1	Enumerator's Kit containing:	120.00	2000 Nos		Rupees .....	
	a) Waterproof carrying bag / polythene cover for carrying all the items. (as per specification available at the office)					1 No.
	b) Clip Board for keeping the Hand Held Device – A4 Size.					1 No.
	c) Ball pen of good quality (not gel pen)					2 No.
	d) Coloured Chalk					1 box
	e) Ink pad (small)					1 No.
	f) Tailor's chalk					1 No.
	g) Adhesive Sticker (1" X 1" and "SECC 2011 WEST BENGAL" will be written on it)					600 nos.
	h) Identity Card (9cm x 5 cm) [specimen to be collected from office] with printing.					1 No.
	i) Acknowledgement slip booklet (4" x 11" ) 4 booklets containing 200 pages each, 8 Kg Andhra both side printing with stitching & perforation					4 nos.
2.	Supervisor's Kit containing:	90.00	500 Nos		Rupees .....	
	a) Waterproof carrying bag / polythene cover for carrying all the items. (as per specification available at the office)					1 No.
	b) Clip Board for keeping the Hand Held Device – A4 Size.					1 No.
	c) Ball pen of good quality (not gel pen)					2 Nos
	d) Coloured Chalk					1 Box.
	e) Ink pad (small)					1 No.
	f) Tailor's chalk					1 No.
	g) Adhesive Sticker (4" X 2" and "SECC 2011 WEST BENGAL" will be written on it)					25 Nos.
	h) Acknowledgement slip booklet (4" x 11" ) 4 booklets containing 200 pages each, 8 Kg Andhra both side printing with stitching & perforation	1 no	500 nos.			

Bills may be submitted in duplicate after proper supply works.


  
 Additional District Magistrate [ZP]  
 Birbhum &  
 District Nodal Officer  
 SECC, Birbhum

**Memo No. 3037(13)/SE&CC**

**Dated, Suri, the, 14/11/2011**

Copy forwarded for information and wide publicity to:

1. The District Magistrate, <sup>(N. Saradh Sec.)</sup> Birbhum.
2. The Additional Executive Officer, Birbhum Zilla Parishad.
- 3-5. The Sub-Divisional Officer, Sadar, Bolpur, Rampurhat, Birbhum.
6. The D.P.&R.D.O., Birbhum & D.P.O., SSA, Birbhum.
7. The District Manager, WBSCST Financial Development Corporation, Birbhum
8. The Secretary, Birbhum Zilla Parishad.
9. The Additional Deputy Secretary, Birbhum Zilla Parishad.
10. The D.I.O., NIC, Birbhum, with the request to publish the notice in Birbhum District's website.
11. The Additional Accountant, Birbhum Zilla Parishad.
12. The Dealing Assistant, Birbhum Zilla Parishad.
13. The Cashier, Birbhum Zilla Parishad.

  
Additional District Magistrate [ZP]  
Birbhum &  
District Nodal Officer  
SECC, Birbhum

**Memo No. 3037/1(1)/SE&CC**

**Dated, Suri, the, 14/11/2011**

Copy forwarded to the D.I.C.O., Birbhum with a request to arrange for publishing in 1 (one) local leading news paper of 3 Sub-Div. each within 20/11/2011 and raise bill for payment from this end.

Additional District Magistrate [ZP]  
Birbhum &  
District Nodal Officer  
SECC, Birbhum