

**Office of the District Magistrate &
District Election Officer, Birbhum**
Stationery Material, Forms, Covers & Bagging Cell

Memo No. 12/F.M.

Date 07.03.2011

Notice Inviting Tender

Sealed Tenders are hereby invited from the authorized tenderers for the articles (Annexed with this notice) in connection with the forthcoming general Assembly Election, 2011. The intending suppliers are hereby requested to quote item wise rates in sealed cover alongwith Xerox copy of PAN Card and proper credentials amounting to Rs. 50,000/- (at least three years from the date of issue of this notice), in the form of last payment certificate and VAT clearance certificate. The intending tenderers shall have to submit a sum of Rs. 10,000/- (Rupees Ten Thousand) only as earnest money deposit in the form of Bank Draft or Banker's Cheque in favour of the District Magistrate & District Election Officer, Birbhum.

The schedule is as follows.

Last date of submission tender 12/03/2011 by 11.00A.M in the office of the Additional District Magistrate, Z.P. at Birbhum Zilla Parishad.

Date of opening of tender 12/03/2011 at 12.00 noon.

The supply shall have to be made as per requirement against supply order issued time to time from the end of the undersigned. The supply shall have to be made as per specification as annexed with this notice.

Encl: - As Stated.

Additional District Magistrate, Z.P.

12/3/11 Birbhum

Date 07.03.2011

Memo No. 12/10/F.M.

Copy forwarded for information with a request to make wide publicity to the:-

1. District Magistrate & District Election Officer, Birbhum.
2. Project Director, DRDC, Birbhum
- 3-5. Sub-Divisional Officer, Suri/Bolpur/Rampurhat
6. O.C. Election, Birbhum
7. Nazareth Deputy Collector, Birbhum Collectorate
- ✓ 8. D.I.O., NIC, Birbhum
9. DICO, Birbhum with a request to publish the notice in atleast two ~~local~~ dailies.
10. Superintendent of Post Officer, Birbhum

Additional District Magistrate, Z.P.

12/3/11 Birbhum

LIST OF STATIONARY ARTICLES

Sl.No.	Name of item	Qty
1	All out liquid (45 days)	Pcs.
2	All out machine (with cord)	Pcs.
3	--do-- (without cord)	Pcs.
4	Alpin(King)	Box
5	--do-- (Kissan)	Box
6	Arch file	Pcs.
7	Auto file	Pcs.
8	Board file (ordinary)	100 Pcs.
9	Bodkin (plastic handle)	Pcs.
10	Battery for calculator	Pcs.
11	--do-- (Pencil)	Pcs.
12	Blotting pad (50 pages)	Pcs.
13	Lock & Key (brass, 7 lever, Godrej)	Pcs.
14	--do-- (6 lever)	Pcs.
15	Bind register	Per No.
16	Calculator (10 digit, orpat, best quality)	Pcs.
17	--do-- (12 digit, orpat 712)	Pcs.
18	Candle (6 pieces pkt. , 9")	Pktd.
19	Clip	Pcs.
20	Clip board (ordinary)	Pcs.
21	Clip file (flat file)	Pcs.
22	Conquest paper (demi)	Per dista
23	Celotape (1/2")	Pcs.
24	Celotape(1") wide	Pcs.
25	Celotape (2") wide	Pcs.
26	Celotape (3") wide	Pcs.
27	Celotape (brown, 2")	Pcs.
28	Dot pen (use n throw)	Per Pcs.
29	Dot pen (agni)	Per Pcs.
30	Duster (big, 3' x 3')	Pcs.
31	Duster (medium, 2' x 2')	Pcs.
32	Fax roll (Godrej, 30 mtr)	Per Pcs.
33	Faxfilm (Panasonic)	Per Pcs.
34	Flap	Per 100
35	Fevicol	Per Pcs.
36	Folder file (2 fold, Nag, ordinary)	Per Pcs.
37	Cover file (Ambassador, plastic coved)	Per Pcs.
38	Cover file (Nag, four Fold , ordinary)	Per Pcs.
39	--do-- (ambassador, plastic cover)	Per Pcs.
40	Glycerin (100ml.)	Per bottle
41	Glycerin (500ml.)	Per bottle
42	Gum (eureka, 500 ml.)	Per bottle
43	--do-- (synthetic, domex)	Per bottle
44	--do-- (Fevi)	Per Pcs.
45	--do-- (dendrite)	Per Pcs.
46	High light pen (luxor)	Per Pcs.
47	Issue register (100 pages, binding)	Per Pcs.
48	James clip (plastic, novex)	Box
49	James clip (Plastic)	Box
50	Knife (plastic handle, steel)	Pcs.
51	Mortin coil (medium)	Pcs.
52	Mug (polythine, medium)	Pcs.
53	Packing paper (DFC, brown, good qlty)	100 sheet
54	Pad ink (60 ml. ,europa)	Per bottle

LIST OF STATIONARY ARTICLERS

Sl.No.	Name of item	Qty
55	--do-- (500ml. , europa)	Per bottle
56	Pencil carbon (SFC,both side, safire, kores, 100 sheet)	Per Pkt.
57	--do-- (SFC, camel, 100 sheet)	Per Pkt.
58	Peon book (200 pages)	Per Book
59	Permanent marker pen (Reynolds)	Per Pcs.
60	Pen (Add-jel, blue)	Per Pcs.
61	Pen (Hi-tech)	Per Pcs.
62	Received register (200 pages)	Per Pcs.
63	Refill (pointed, link, 10 pcs. Pkt)	Per Pkt.
64	--do-- (pointed, link, smart gel)	Per Pcs.
65	--do-- (Add-gel)	Per Pcs.
66	--do--(23" x 17 " comet)	Per Pkt.
67	Stapler machine (big, jumbo)	Per Pcs.
68	--do-- (555, kangaroo)	Per Pcs.
69	--do-- (small, 10 no, kangaroo)	Per Pcs.
70	Stapler (HD, 23-S, 17, kangaroo)	Per Pcs.
71	Steel trunk (36 x 12 x 18) TATA	Per Pcs.
72	--do-- (30 x11 x 17, Tata)	Per Pcs.
73	Tag (8", 100 pcs., white)	100 Pcs.
74	Thread ball	Per dozen
75	Waste paper busket (plastic)	Per Pcs.
76	Water jug	Per Pcs.
77	Writing pad (16cm x 22cm. 30 pages)	Per Pcs.
78	Xerox toner (1305, Ricoh)	Per Pcs.
79	--do--(IR-2018-N / NPG-28)	Per Pcs.
80	--do-- (1230-D, Rocoh)	Per Pcs.
81	--do--(1025/1038,Modi)	Per Pcs.
82	--do-- (IR-1600, IR-2018-N, Canon)	Per Pcs.
83	--do--(NPG-II, Canon)	Per Pcs.
84	--do-- (NPG-28)	Per Pcs.
85	White paper (SFC, dista, good qlty)	Per dista
86	--do-- (DFC, supreme, 7.4 Kg.)	Per dista
87	--do--(big size, 17x27)	Per dista
88	--do--(big size, 17x27)	Per ream
89	--do--(DFC, Andhra, 8 Kg)	Per ream
90	Xerox paper (A-6, spectrem, modi)	Per ream
91	--do--(JK)	Per ream
92	--do-- (A-4, spectrem, modi)	Per ream
93	--do--(A-4, JK)	Per ream
94	--do-- (A-3, spectrem, modi)	Per ream
95	Guard file	Per Pcs.

Additional District Magistrate,Z.P.
Birbhum