



Office of the Sub-Divisional Officer  
Chandannagar, Hooghly

No. 208/N/CGR

Date: 06/08/2018

TENDER NOTICE

Sealed tenders are hereby invited from bonafide & experienced firms / suppliers for supply of different articles as per enclosed annexure for use in the office of the Sub-Divisional Officer, Chandannagar, Hooghly.

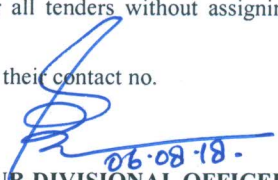
Sealed tenders are to be submitted in prescribed manner as mentioned in para no. 4 of terms & conditions. **The tender box will be kept in the Nezarath Section of this office upto 2.00 PM on 16.08.2018.**

**The tender will be opened at 3.00 PM on the same day in the office chamber of undersigned in presence of the tenderers, who may like to remain present.**

The words "Tender for supplying of different stationery articles in the office of the Sub-Divisional Officer, Chandannagar, Hooghly" should be super scribed on the sealed cover containing the tender.

TERMS & CONDITIONS:

1. The intending tenderes should quote the rates in words and figures separately for the unite as mentioned against each items inclusive of all taxes and supply to be made to the Nezarath Section of the office of the undersigned.
2. Every tenderers has to submit photocopy of last submitted returns of INCOME TAX, PAN CARD, TRADE LICENSE, P-TAX, GST REGISTRATION, Credential Certificates (if any).
3. Credential of similar nature of works / supply having total value not below Rs. 50,000/- (Rupees Fifty Thousand) only within one financial year from any Government / Semi-Government / Local Self Government Office should be furnished with the tender.
4. The tenderers shall submit their tenders in two sealed covered enclosed in the main outer sealed envelope, mentioning as **tender for supplying of different stationery articles in the office of the Sub-Divisional Officer, Chandannagar, Hooghly.** Documents to be submitted in the envelope no. 1:
  - a) Last Income Tax Return
  - b) Copy of Pan Card
  - c) P. Tax registration certificate
  - d) GST enrolment certificate
5. Defective or incomplete or informal, after scrutiny, tender shall be rejected.
6. The undersigned reserves the right not to accept the lowest tender and / or reject any or all tenders without assigning any reason whatsoever.
7. Each tenderer should be clearly mentioned in the tender the name and address of the farm and their contact no.

  
06-08-18  
SUB-DIVISIONAL OFFICER  
CHANDANNAGAR, HOOGHLY

Memo. No. 208 (4) / N / CGR

Date: 06/08/2018

Copy forwarded for information and with a request to publish it through his office notice board.

1. The District Magistrate & Collector, Hooghly.
2. The Additional District Magistrate (ZP), Hooghly.
3. The D.I.O. (NIC), Hooghly, with a request to upload the notice in the website of Hooghly district.
4. Office Notice Board.

  
SUB-DIVISIONAL OFFICER  
CHANDANNAGAR, HOOGHLY

**LIST OF STATIONERY ARTICLES**

Sl. No.	Item	Brand / Specification	Rate (In Rs.) inclusive all taxes
1	ACID BOTTLE	500 ML	Per Pcs.
2	AIR FRESHNER (FOR USE IN ROOM)	Godrej	Per Pcs.
3	ART PAPER	-	Per Pcs.
4	Ball Pen	LINK	Per Pcs.
5	Battery Charger (AA Size)	SONY	Per Pcs.
6	BED SHEET - WHITE	BOMBAY DYING	Per Pcs.
7	BED SHEET - WHITE	Normal Quality	Per Pcs.
8	Bill Register	-	Per Pcs.
9	Binder Clip (Eagle)	32 mm size, PVC Material, Head with metallic binder clip	Per Dozen
10	BISCUIT	BISK FARM - CREAM CAKER	Per Packet
11	BISCUIT	BISK FARM - TOP	Per Packet
12	Bleaching Powder	500 Gms.	Per Packet
13	BODKIN WOODEN WITH METAL NEEDLE	-	Per Pcs.
14	Bound Register	2 No.	Per Pcs.
15	Bound Register	4 No.	Per Pcs.
16	Bound Register	6 No.	Per Pcs.
17	Bound Register	8 No.	Per Pcs.
18	Bound Register	10 No.	Per Pcs.
19	Bound Register	12 No.	Per Pcs.
20	Bound Register	14 No.	Per Pcs.
21	Bound Register	16 No.	Per Pcs.
22	Bound Register	18 No.	Per Pcs.
23	Bound Register	20 No.	Per Pcs.
24	Bound Register	30 No.	Per Pcs.
25	Bound Register	40 No.	Per Pcs.
26	Broom Coconut	-	Per Pcs.
27	Broom Jhul	-	Per Pcs.
28	Broom Phool	-	Per Pcs.
29	Calculator – 12 Digit	CITIZEN	Per Pcs.
30	Calculator – 12 Digit	ORPAT	Per Pcs.
31	Calling Bell	-	Per Pcs.
32	Calling Bell with Remote	-	Per Pcs.
33	Candle	Packet containing 06 nos.	Per Packet
34	Car Cent Ambipure	-	Per Pcs.
35	Carbon Paper	Kores	Per Box.

