



E-TENDER DOCUMENT

FOR

STATIONARY ITEM PURCHASE



Government of West Bengal

Department of Health & Family Welfare

OFFICE OF THE SUPERINTENDENT

M R Bangur Hospital & M R Bangur Super Speciality Hospital

241 & 247 Desh Pran Sasmal Road, Tollygunge, Kolkata – 700033

www.mrbangurhospital.gov.org, Email: supdt_mrbh@wbhealth.gov.in, districthospitalspg@gmail.com



Government of West Bengal
Department of Health & Family Welfare
OFFICE OF THE SUPERINTENDENT

M R Bangur Hospital & M R Bangur Super Speciality Hospital
241 & 249 Desh Pran Sashmal Road, Tollygunge, Kolkata - 700033

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Memo. No. MRBH/3138

Dated: 16/7/24.

NOTICE INVITING e-TENDER

The Superintendent of M.R. Bangur District Hospital, 241, DPS Road, Kolkata-33 invites e-Tender from the interested bonafide agency engaged in stationary business to upload relevant documents in the form of pdf files to <https://wbtenders.gov.in> within the specified time schedule mentioned hereunder for the following work/supply. Queries in the matter, if any, may please be emailed to districthospitalspg@gmail.com after the publication of this notice.

Name of work/supply	Earnest Money Deposit(EMD)	Approximate estimated value of tender
Supply of Stationary Items	Rs.60,000/-	Rs. 30,00,000/-

1. GENERAL INSTRUCTIONS:

Intending bidder may download the tender documents free of cost from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC) or from the Health & Family Welfare Department's website www.wbhealth.gov.in or www.mrbangurhospital.org.

2. SUBMISSION OF BIDS:

The tender is to be submitted in a Two Bid System(Technical and Financial).

Both Technical Bid and Financial Bid are to be submitted concurrently duly digitally signed by the bidder or authorised signatories (having authorization from the bidder) in the website <http://wbtenders.gov.in>. All papers must be submitted in English language with serially page marked and signed with seal along with an application in **Annexure-I**.

3. DATE & TIME SCHEDULE:

Sl. No.	Particulars	Date & Time
1	Date of uploading e-NIT	16.07.2024
2	Online documents download start date	18.07.2024, 09.55am
3	Pre- bid meeting to be held at the 9 th Floor Conference Room MRBSSH	20.07.2024, 01.30pm
4	Online bid submission start date	23.07.2024, 10.30am
5	Online bid submission closing date and time	05.08.2024, 06.55pm
6	Online bid opening date for Technical Proposals	08.08.2024, 03.00pm
7	Date of online uploading list for Technically Qualified Bidders	To be notified later
8	Date of Online opening of financial proposal	To be notified later

4. SUBMISSION OF THE TENDERS:

The tender is to be submitted in a two bid system.

1. **"BID A": Technical Documents:-**

STATUTORY COVER, containing the documents as per check list (Annexure III).

2. **"BID B": FINANCIAL COVER: BOQ**

The folder as "Financial Bid" shall contain the itemwise rate as per Accounting Unit **including transportation and exclusive of GST** to be quoted. GST will be paid extra.

5. GENERAL TERMS AND CONDITION:

(a) E- Tender should be addressed to the Superintendent of M.R. Bangur District Hospital, 241,DPS Road,Kolkata-33.Bidders may download tender enquiry documents from the website <http://wbtenders.gov.in> and www.mrbangurhospital.org. Any subsequent notice or corrigendum regarding this shall be uploaded to above websites only.

(b) **The bidder having valid Trade License for supply/manufacturing of the same related items of this tender.**

(c) The bidder having aggregated annual turnover of Rs.05.00 lakh (Rupees Five Lakh) for the last three financial years can participate with this e-tender.

(d) **EMD: Bidders to submit EMD of Rs. 60,000.00 online.**

Registered SSI units/ MSME (having Udyog Aadhar) participating in Govt. Tenders, are eligible for exemptions from payment of earnest money and security deposit (EM&SD) as per govt. rules.

(e) The unsuccessful bidder(s) will receive their earnest money back in time.

(g) The bidders would have to get themselves registered with the e-tender portal of the Government of West Bengal at <https://wbtenders.gov.in> and upload listed documents as per check list (**Annexure-III**), their contact details, annual turnover, credential of government supply in India.

(h) Any bidder which is currently black-listed by any Government Department / Government Agency in India will not be eligible to participate in the tender.

6. PERFORMANCE SECURITY DEPOSIT:

i) Within 14 (fourteen) days from the date of Award of Contract by the purchaser, the successful bidder shall deposit performance security deposit (@8%) based on proportional to the number of items the bidder has been selected for i.e. Rs 1266.00 per item.

The performance security shall be retained up to 6 (six) months after the date of completion of all contractual obligations by the contractor.

ii) The performance security shall be deposited in Indian Rupees to the M.R.Bangur Hospital Rogi Kalyan Samiti, A/C: 0675010098990, IFSC: PUNB0067520, PNB, Tollygunge Tram Depot (Kolkata).

iii) In the event of any failure/default of the bidder with or without any quantifiable loss to the purchaser, the amount of the performance security is liable to be forfeited by the purchaser.

iv) The performance security deposit of the successfully selected tenderer may be forfeited for failure to supply within specified time and/or for supplying unsatisfactory articles in quantity and quality.

7. EVALUATION OF BID:

The technical bid of the bidders will be opened and evaluated first. After evaluation, the list of technically qualified bidders will be published in <https://wbenders.gov.in> and hence qualified for opening of financial bid, but no individual communications will be made. Only financial bid in electronic format would have to be submitted through the e-Tender portal and after opening of financial bids on the appointed date and time, the lowest among the bidders against item wise quote rates will generally be awarded the contract, after observance of the related formalities.

Item wise lowest bidder will be selected. Participating in all items is mandatory.

8. AGREEMENT:

Execution of an agreement within 14 days of issue of AOC must be made on Rs.100/- Non Judicial Stamp Paper between the selected bidder(s) and TIA.

9. PAYMENT TERMS:

Payment will be made through NEFT, after satisfactory delivery to Stationary & OHC store of MRBH and submission of Tax Invoice with supply order, delivery challan with receive note of respective store in-charge, and payment mandate, provided the availability of fund in the respective government account.

10. Sample of items to be submitted by after opening of technical bid but before financial evaluation. Any deviation or non-satisfaction of TIA in respect of quality may lead to disqualification of the bidder at technical evaluation level. The detail procedure of sampling will be briefed in Pre-Bid Meeting.

11. Bidders will have to present original requisite documents in support of uploaded documents for verification, if asked for.

12. VALIDITY:

The rate offered in the financial bid should remain valid for a period of 2 (two) years from the date of issue of first Award of Contract (AOC) by TIA which may be extended further on mutual agreement.

The procurement will be made in phased manner or at a time subject to requirement within validity period.

13. The successful bidder will be bound to supply the item(s) within specific dates, mentioned in the procurement order. The timely supply of articles will be the essence of contract.

14. Bidders are requested to attend a pre-bid meeting as per schedule of clause-3.

15. All terms and conditions as mentioned above will have to be accepted (as digitally signed) by the Tenderer(s).

16. In the event of any of the above mentioned dates being declared as a holiday the tenders will be opened on the next working day at the appointed time or as desired by TIA.

17. The following penalties shall be imposed for offences mentioned against each:

Sl. No.	Nature of offence	Penalty to be imposed
1	Any wrong or misleading information provided by the bidder during submission of bids.	a. Forfeiture of EMD b. May lead to recommendation for blacklisting of at least 3 years.
2	If the bidder(s) withdraw their tender after opening of bids and non execution of agreement within 14 days of issue of AOC.	a. Forfeiture of EMD b. Recommendation for blacklisting of 5 years

3	Supply of items deviated from the specification and quality etc.	a. Termination of Contract. b. Recommendation for blacklisting of 5 years . c. Forfeiture of the Performance Security Deposit. d. Lodging FIR.
4	Breach of Agreement	a. Termination of Contract. b. Recommendation for blacklisting of 5 years c. Forfeiture of the Performance Security Deposit. d. Lodging FIR.

18. CHANGE IN QUANTITY:

TIA may at any time by written instruction vary the general scope of this Contract by 40% (forty percent) above or 40% (forty percent) below the original Contract quantity at the accepted terms & conditions.

The price for the additional quantity will be as per the quoted price of the bid.

19. The decision of the tender inviting authority (TIA) in the matter would be final and binding upon all participants in the tender, and the tender inviting authority would have the absolute discretion to reject or accept bid of any bidder, without assigning any reason whatsoever.


Superintendent

 M.R.Bangur District Hospital &
M.R.Bangur SSH, Kolkata-33


Memo No. MRBH/ 3138/1(9)

Date: 16/7/24.

Copy forwarded for information and taking necessary action to,

1. The Director of Health Services, Govt. of West Bengal, Swasthya Bhawan, Kolkata – 91
2. The Mission Director, NHM, Govt. of West Bengal, Swasthya Bhawan, Kolkata – 91
3. The District Magistrate, South 24 Parganas.
4. The CMOH, South 24 Parganas.
5. All Members of Tender Selection Committee, MRBH,
6. The IT Cell, Swasthya Bhavan, Kolkata – 700091 with the request to publish the NIT in departmental website and website of Government of West Bengal.
7. The IT Personnel, MRBH is directed to publish the NIT in the hospital website.
8. Office Notice Board, MRBH,
9. Office copy


Superintendent

 M.R.Bangur District Hospital &
M.R.Bangur SSH, Kolkata-33

Annexure- I
APPLICATION

(To be furnished in the Company's official letter pad with full address and contact no etc)

To,
The Superintendent,
M.R. Bangur District Hospital,
241,DPS Road, Kolkata-33

Sub : Submission of e-Tender in response to e-NIT no. Date: of the Superintendent
M.R. Bangur District Hospital, for" supply of different stationary items.

Sir,

Having examined the pre-qualification & other documents published in the e-NIT I / we hereby submit all the necessary information and relevant documents for evaluation.

1. That the application is made by me / us on behalf of
in the capacity of Proprietor/ Managing Director/Partner of the Agency
.....duly authorized to submit the offer.
2. That I/We accept the terms and conditions as laid down in the e-NIT mentioned above and submitted with rubber stamp & signed as uploaded and declare that I/We shall abide by it throughout the tender period.
4. In the event of being selected, I/we will make the supply within the stipulated period excepting the condition which is beyond our control.
5. I/we understand that:
(a) Tender Inviting Authority can amend the scope & value of the contract.
(b) Tender Inviting Authority reserves the right to reject any application without assigning any reason.
6. I/we have not ever been convicted of any offence making liable to be disqualified to supply of any items to any government or government undertaking organisation/institution in India.
7. No case is pending against me or against our firm in any criminal court of law reation to supply of any item/works to any government or government undertaking organisation/institution in India(if any case is pending, state the details).
8. I/we also declare that if any information provided herewith subsequently found incorrect or false will it automatically render the tender submitted be cancelled and make liable for penal/legal action as per terms and conditons of this tender and law of the country.
9. I/We affirm further that the statements made by me/us in this tender are true to the best of my/our knowledge and belief and all the documents attached are genuine and correct.

Date:

Full Signature of the Bidder/Authorised person & Seal

Email Address:

Tele. No.-

Mobile No.-

Annexure-II

Specification of Stationary Items

SL NO.	NAME OF ITEMS	DESCRIPTION	ACCOUNTING QTY	REQ QTY(APROX)
1.	A4 PAPER	75 GSM Bilt	Ream	1000 REAM
2.	A4 PAPER	75 GSM Jk Red	Ream	1000 REAM
3.	A4 paper	75GSM K-One	Ream	1000REAM
4.	PLASTIC TRANSPARENT CLIP BOARD	10"*14", Good Quality,As Per Sample	Per Pc	200PCS
5.	ARCH FILE WITH KANAGRO CLIP	(Ambassador), Full Scape,12"x14"	Per Pc	100PCS
6.	BAG FOR MEDICAL TEAM	As Per Sample	Per Pc	10 PCS
7.	BAND AID,ROUND	Medi Grip	Per Pc	5000 PC
8.	BATTERY 9V	Duracell Ultra	Per Pc	200PCS
9.	BATTERY LEAK PROOF	Eveready 1050	Per Pc	200 PCS
10.	BINDER CLIP 25MM	As Per Sample	Per Pc	200 PCS
11.	BINDER CLIP 32MM	As Per Sample	Per Pc	200 PCS
12.	BINDER CLIP 51MM	As Per Sample	Per Pc	200 PCS
13.	BLACK HIT	400ml Bottle Godrej	Per Pc	300 PCS
14.	BOARD PIN FOR SOFT BOARD	As Per Sample	Per Box	200 PCS
15.	BOTH SIDE TAPE	Wonder 555/ 3M/KOREX	PER PCS	100PCS
16.	BROWN PAPER,ROLL(LAMINATE)	As Per Sample	Per Pc	100 PCS
17.	NOTICE BOARD	2*3' Pc Good Quality With Aluminum Frame And Glass Cover . As Per Sample	Per Pc	75 PCS
18.	CALCULATOR	12 Digit Orpat Ot-512gt Pc	Per Pc	100 PCS
19.	CALCULATOR	12 Digit Casio Mj -12d	Per Pc	100 PCS
20.	CANDLE STICK	10 Inch	Per Pc	200 PCS
21.	CARBON PAPER	A4 100 Pages Box Kores Sapphire 210x330mm	Per Box	50 BOX
22.	CBG BATTERY	Cr 2032 3v Panasonic Per Pc	Per Pc	100 PCS
23.	CD/DVD MARKER PEN	Camlin /Kores	Per Pc	1000PCS
24.	CELLO TAPE 1 INCH BROWN	60 Mtr Wonder 555/As Per Sample	Per Pc	300PCS
25.	CELLO TAPE 1 INCH RED	60 Mtr Wonder 555/As Per Sample	Per Pc	200PCS
26.	CELLO TAPE 1INCH TRANSPARENT	Transparent 60mtr Wonder 555/As Per Sample	Per Pc	5000PCS
27.	CELLO TAPE 2 INCH BROWN	60 Mtr Wonder 555/As Per Sample	Per Pc	200PCS
28.	CELLO TAPE 2 INCH RED	60 Mtr Wonder 555/As Per Sample	Per Pc	100PCS
29.	CELLO TAPE 2INCH TRANSPARENT	Transparent 60mtr Wonder 55/ As Per Sample	Per Pc	200PCS
30.	CELLO TAPE 3 INCH TRANSPARENT	Transparent 60 Meter wonder 555/As Per Sample	Per Pc	100PCS
31.	CELLO TAPE 3 INCH BROWN	60 Mtr Wonder 555/As Per Sample	Per Pc	100PCS
32.	CELLO TAPE 3 INCH RED	60 Mtr Wonder 555/As Per Sample	Per Pc	100PCS
33.	CLING WRAP	30mtr,As Per Sample	Per Roll	100ROLL
34.	CLOTH LINED ENVELOPE	16*12 Fine Cloth As Per Sample	Per Pc	200PCS
35.	COLIN	500ml.Spray Reckitt	Per Pc	100PCS
36.	COMPUTER CARTIDGE	Prodot 12.7mmx15mm	Per Pc	200PCS
37.	COMPUTER RIBBON	Prododt12.7mmx15mm	Per Pc	100PCS
38.	CORRECTION PEN	Camlin/Fabre Castle	Per Pc	200PCS
39.	COVER FILE 2 FOLD	Semi Coated As Per Sample,Front Side Printing 35*28 Cm	Per Pc	1000PCS
40.	FOUR FOLD FILE	Semi Coated As Per Sample,Front Side Printing 35*26 Cm	Per Pc	1000PCS
41.	COVER PAPER ROLL	(Synthetic) 14 Inch	Per Pc	500PCS
42.	COVER PAPER ROLL	(Synthetic) 18 Inch	Per Pcs	500PCS

43.	CREPE BANDAGE 6"	As Per Sample		
44.	DETERGENT POWDER 500GM	Sunlight	Per Pc	100 PCS
45.	DETERGENT POWDER 1KG	Sunlight	Per Pc	300 PCS
46.	DIGITAL THERMOMETER BATTERY	As Per Sample	Per Pc	500 PCS
47.	DIGITAL WALL CLOCK	Ajanta Olc	Per Pc	200PCS
48.	DISH WASHING BAR SOAP	125 Gm ,Vim	Per Pc	150PCS
49.	DISH WASHING POWDER	Odopic 900	Per Pkt	500PCS
50.	DOOR CALLING BELL	As Per Sample	Per Pkt	100PCS
51.	DOOR MAT GRASS TYPE	As Per Sample ,Anti-Skid	Per Pc	50PCS
52.	DOOR MAT MICROFIBRE	Anti-Skid As Per Sample	Sq Ft	200 SQ FT
53.	DOOR MAT PVC	As Per Sample, Anti-Skid	Sq Ft	200 SQ FT
54.	DOT PEN RED	Agni 20/20	Per Pc	200 SQ FT
55.	DOT PEN BLACK	Agni 20/20	Per Pc	1000PCS
56.	DOT PEN BLUE	Agni 20/20	Per Pc	1000PCS
57.	DOT PEN BOTH SIDE	Linc/ Morrison	Per Pc	1000PCS
58.	DOT PEN GREEN	Agni 20/20	Per Pc	50PCS
59.	ENVELOPE BROWN	10" X 4"	Per Pc	100PCS
60.	ENVELOPE BROWN	12" X 5"	Per Pc	500PCS
61.	ERASER	(Apsara) Small 20 Pcs /Box	Per Pc	500PCS
62.	EXERCISE BOOK(6NO)	Oxford	Per Pc	1000PCS
63.	EXERCISE BOOK(128PAGE)	Classmate	Per Pc	200PCS
64.	FEVICOL BOTTLE	As Per Sample 20gms	Per Pc	300PCS
65.	FEVISTICK SUPER	15gm Pidilite	Per Pc	200PCS
66.	FILE FLAP	21*2.5 Inch Nataraj	Per Pc	200PCS
67.	FILE FOLDER	Transparent 10" X 14"	Per Pc	200PCS
68.	WOODEN SCALE	12 Inch	Per Pc	100PCS
69.	FLOOR MOP	Microfiber Squeezed Twist Mop, As Per Sample	Per Pc	200PCS
70.	FLOOR MOP	Dry Cotton Pad 18", As Per Sample	Per Pc	200PCS
71.	FLOOR WIPER	Width 54 Cm /126 Cm Steel Handle, As Per Sample	Per Pc	200PCS
72.	FOOD PLATE(MELAMINE)	As Per Sample	Per Pc	50PCS
73.	FRIDGE STAND	ADJUSTABLE As Per Sample	PER PC	50PCS
74.	FRIDGE THERMOMETER BATTERY	As Per Sample	Per Pc	200PCS
75.	GALA BOX	(16pcs) Good Quality As Per Sample	Per Pc	500PCS
76.	GALLIPOT	Steel Bowl Diameter 3" Height 1.5" As Per Sample	Per Box	500PCS
77.	GALLIPOT WITH LID	Steel Bowl Diameter 3" Height 1.5" As Per Sample	Per Pc	500PCS
78.	GEL PEN	Linc Ocean Gel	Per Pc	50PCS
79.	GEL PEN GREEN	(Uniball / Addgel/ V5 Pilot)	Per Pc	100PCS
80.	GEMS CLIP METAL	50 Grams Box , Bell	Per Pc	250 BOX
81.	GUM 150ML EURO	Office Paste	Per Box	500PCS
82.	GUMBOOT 6	Duckback (Black Shoes Without Steel Toe)	Per Pc	50 PCS
83.	GUMBOOT 7	Duckback(Black Shoes Without Steel Toe)	Pair Pc	50 PCS
84.	GUMBOOT 8	Duckback(Black Shoes Without Steel Toe)	Pairpc	50PCS
85.	GUMBOOT 9	Duckback(Black Shoes Without Steel Toe)	Pair Pc	50PCS
86.	HAIR REMOVAL CREAM	Fem, 40gm	Pair Pc	50 PCS
87.	HAIR REMOVAL CREAM	Veet 100gm	Per Pc	2000 PCS
			Per Pc	2000 PCS

88.	HAIR REMOVAL CREAM	Veet,50gm	Per Pc	2000 PCS
89.	HAND BELCHA	Plastic(Sp 6204) Sp	Per Pc	200PCS
90.	HAND WASHING LIQUID	Bottle Of 200 MI, Dettol	Per Pc	200PCS
91.	HIGHLIGHTER PEN	Fabre Castle	Per Pc	200PCS
92.	IDENTITY CARD WITH HOLDER PVC AND RIBBON (PRINTED)	As Per Sample	Per Pc	200PCS
93.	JHUL JHARU	Extendabl Upto 20 Feet With Telescopic Pole As Per Sample	Per Pc	200PCS
94.	KNIFE 8 INCH STAINLESS STEEL	As Per Sample	Per Pc	40 PC
95.	LAMINATED IDENTITY CARD WITH JACKET AND RIBBON	As Per Sample	Per Pc	200 PCS
96.	LARYNGOSCOPE BULB	As Per Sample	Per Pc	200PCS
97.	LIQUID HAND WASH	5 Ltr Good Quality. As Per Sample	Per Pc	1000PCS
98.	LOCK AND KEY	5 Lever , 3 Keys Palam	Per Pc	200 PCS
99.	LOCK AND KEY	6 Lever Palam,3 Key	Per Pc	200PCS
100.	LOCK AND KEY	7 Lever, 65mm,3 Key Palam	Per Pc	200 PCS
101.	LOCK AND KEY	8lever Palam ,3 Key	Per Pc	200PCS
102.	LOCK AND KEY	5 Lever , 2 Keys Navtalgodrej,Golden Colour	Per Pc	200 PCS
103.	LOCK AND KEY	6 Lever Godrej,3 Keys,Navtal,Golden Colour	Per Pc	100PCS
104.	LOCK AND KEY	7 Lever, Pc, Godrej Navtal,Golden Colour, 3 Keys	Per Pc	100 PCS
105.	LOCK AND KEY	8lever ,3 Keys,Godrej Navtal,Golden Colour	Per Pc	100PCS
106.	MAGNETIC PIN CUSHION	Good Quality,As Per Sample	Per Pc	200PCS
107.	MAGNIFYING GLASS	75mm,As Per Sample	Per Pc	100PCS
108.	MEASURE TAPE 5FT LONG(AUTO)	As Per Sample	Per Pc	100 PCS
109.	MEASURING TAPE	5 Meter Long	Per Pc	100PCS
110.	MEDICINE CRUSHER	Marbel As Per Sample	Per Pc	50PCS
111.	MEDIUM BATTERY	Duracell Alkaline C Battery,1.5volt	Per Pc	500PCS
112.	MEDIUM BATTERY	(Eveready Red) 1035(1.5v)	Per Pc	200PCS
113.	MOSQUITO KILLER ELECTRIC BAT	Godrej Hit	Per Pc	200 PCS
114.	MOSQUITO REPELLANT MACHINE	Good Knight	Per Pc	500PCS
115.	MOSQUITO REPELLANT OIL & MACHINE(COMBO PACK)	Mortein	Per Pcs	500PCS
116.	MOSQUITO REPELLANT OIL	Good Knight	Per Pc	500PCS
117.	MOSQUITO REPELLANT OIL	All Out		
118.	MOSQUITO REPELLANT OIL	Mortein	Per Pc	500 PCS
119.	MOSQUITO REPELLANT OIL & MACHINE(COMBO PACK)	Good Knight	Per Pc	500 PCS
120.	MOSQUITO REPELLANT OIL & MACHINE(COMBO PACK)	All Out	Per Pc	500PCS
121.	PAPER CUTTING SCISSOR	(8.5") Stainless Steel As Per Sample	Per Pc	100PCS
122.	PAPER FORE	As Per Sample	Per Pc	50PCS
123.	PAPER WEIGHT (GLASS)	Cuboid Pc Good Quality	Per Pc	100PCS
124.	PEN DRIVE32GB	32gb Sandisk Steel Body	Per Pc	70PCS
125.	PEN DRIVE32GB	32gb Hp Steel Body	Per Pcs	70PCS
126.	PEN DRIVE 16 GB	Sandisk Steel Body	Per Pc	70PCS
127.	PENCIL BATTERY	Duracell,Ultra ,Aa	Per Pc	5000PCS
128.	PENCIL BATTERY	Aa(Eveready Red)	Per Pc	1000PCS
129.	PENCIL SHARPENER	Apsara	Per Pc	300 PCS
130.	PERMANENT MARKER PEN	(Fabre Castle)	Per Pc	500PCS
131.	PLAIN DISTA PAPER	16''*13'' Good Quality As Per Sample	Ream	100 REAM
132.	PLASTIC CONTAINER WITH LID	4 Inch As Per Sample	Per Pc	200PCS

133.	PLASTIC MEDICINE BOX	10"X7"X3.5" Per Pc Good Quality	Per Pc	300PCS
134.	PLASTIC MEDICINE BOX	11"x7"x3" Per Pc Good Quality (Keeper No-22)	Per Pc	300PCS
135.	PLASTIC MEDICINE BOX	17"X11"X4" Per Pc Good Quality (Keeper No 44)	Per Pc	300PCS
136.	PLASTIC MEDICINE BOX	13"X9"X3" Per Pc Good Quality	Per Pc	300PCS
137.	PLASTIC MEDICINE BOX	26 X 18x 9 Per Pc Good Quality Keeper No-444	Per Pc	300PCS
138.	PLASTIC POUCH	7"X 5" 200 MICRON OF 100PCS	PER PKT	200PCS
139.	PLASTIC POUCH	12"X 8"2 MICRON OF 100PCS	PER PKT	200PCS
140.	PLASTIC POUCH	4"X 5" 200 MICRON OF 100PCS	PER PKT	200PCS
141.	PLASTIC SCALE	12 Inch Faber Castle	Per Pc	200PCS
142.	PLASTIC TRAY	Solid 12"x15"x3" Virgin Plastic Sp	Per Pc	200PCS
143.	PRINTER INK	Epson R7741 140 Ml(Black)	Per Pc	500PCS
144.	PRINTER INK	Epson 003 Black, Yellow, Cyan & Magenta	Per Pcs	200PCS
145.	PRINTER INK	Epson 664 Black, Yellow, Cyan & Magenta	Per Pcs	200PCS
146.	PRINTER INK	Epson Hp Gt53xl (Black)	Per Pcs	200PCS
147.	PRINTER INK	Epson Hp Gt52 (Yellow, Cyan & Magenta)	Per Pcs	200PCS
148.	PRINTER INK	Epson Hp 805 Print Head	Per Pcs	200PCS
149.	PRINTER INK	Epson Hp M0h50aa Print Head Tri-Color	Per Pcs	200PCS
150.	PRINTER INK	Epson Hp M0h51aa Print Head	Per Pcs	200PCS
151.	PUNCHING MACHINE	Kangaro Dp-600	Per Pc	50PCS
152.	RAZOR BLADE	Box (5 Pcs) Gillette Wilkinson Sword	Per Box	200PCS
153.	RECHARGEABLE TORCH	Eveready ,As Per Sample	Per Pc	100PCS
154.	RED HIT	400ml Bottle	Per Pc	500 PCS
155.	REMOTE BATTERY	(Aaa) Duracel	Per Pc	2000PCS
156.	ROOM FRESHNER	Spray Godrej -220ml	Per Pc	300PCS
157.	ROOM FRESHNER	PREMIUM 220ml	PER PCS	300PCS
158.	RUBBER BAND	25 Gm Pkt	Per Pkt	500PACK
159.	RUBBER STAMP	Date Changing	Pcs	100PCS
160.	RUBBER STAMP	Per Square Inch Polymer Rubber Stamp, Handle & Body Material Transparent Acrylic Shape Rectangular, Front Display	Sq Inch	300PCS
161.	RUBBER STAMP ROUND 1	Polymer Rubber Stamp, Handle & Body Material Transparent Acrylic Shape Round, Diameter -25mm	Sq Inch	300PCS
162.	RUBBER STAMP ROUND 1	Polymer Rubber Stamp, Handle & Body Material Transparent Acrylic Shape Round, Diameter -50mm	Sq Inch	300PCS
163.	RULLED BOUND BOOK(100 PAGE)	80 GSM Conquest Paper 32 Ounce Board Canvas Binding, With Number As Per Sample	Per Pc	500 PCS
164.	RULLED BOUND BOOK(200 PAGE)	80 GSM Conquest Paper 32 Ounce Board Canvas Binding, With Number As Per Sample	Per Pc	500 PCS
165.	RULLED BOUND BOOK(400 PAGE)	80GSM Conquest Paper 32 Ounce Board Canvas Binding, With Number As Per Sample	Per Pc	500 PCS
166.	SCROTCH BITE RED	Power Scrub 10*8 Cm As Per Sample	Per Pc	300PCS
167.	SCRUB PAD	7.5*10cm (Scotch Bite)	Per Pc	300PCS
168.	SELF INKING RUBBER STAMP	Per Square Inch Color Blue Body Material Plastic/Round	Per Pc	200PCS
169.	SHAVING RAZOR	Gillette Use And Throw	Per Pc	100PCS
170.	SIGNALOC TAPE	(Stream Indicator Tape) 18mm 0.70"pc	Per Pc	1000PCS

		(3m Company)		
171.	SINGLE USE SHAVING RAZOR	Gillette	Per Pc	100 PC
172.	SOAP	125grams Lifeboy	Per Pc	1000PCS
173.	SPRING FILE	As Per Sample	Per Pcs	100 PCS
174.	STAMP PAD	11cm*6.9cm Faber Castell	Per Pc	500PCS
175.	STAMP PAD	8.4 Cm*5.4cm Fabrer Castell	Per Pc	500PCS
176.	STAMP PAD INK	Faber Castell	Per Pc	500PCS
177.	STAMP PAD RED	11cm*6.9cm Fabrer Castell	Per Pc	200PCS
178.	STAPLER MACHINE BIG	24/6(Kangaro Hs-45p) Steel Body	Per Pc	100PCS
179.	STAPLER MACHINE SMALL	(Kangaro 10 No)	Per Pc	500PCS
180.	STAPLER PIN BIG	24/6 -1m (Kangaro No 384556)	Per Box	500PCS
181.	STAPLER PIN-10 NO SMALL	(Kangaro)	Per Box	500PCS
182.	STEEL SCALE 12 INCH	As Per Sample	Per Pc	200PCS
183.	STICKY PAGE MARKER	1"X3" (3m) 4colour	Per Pc	1000PCS
184.	SURF EXCEL MATIC.FRONT LOAD	For Washing Machine 1kg	Per Pc	500PCS
185.	SWING LID GARBAGE WASTE DUSTBIN	50 Ltr Brand-Milton	Per Pc	200PCS
186.	T PIN 50 GRAMS	Senco	Per Box	300PCS
187.	TABLE GLASS 6MM	As Per Sample	Sq Ft	400 SQ FT
188.	TABLE GLASS 8MM	As Per Sample	Sq Ft	400 SQ FT
189.	TAG COTTON(100 PCS/BUNDLE)	As Per Sample	Per Bundle	1000 PCS
190.	THERMOMETER BATTERY	As Per Sample	Per Pcs	500PCS
191.	THREAD BALL	As Sample Red And White	Per Pc	500PCS
192.	STICKY PAGE MARKER/POST-IT	3"X3" (3m) Single Colour	Per Pcs	500PCS
193.	TOILET CLEANER	500ml Bottle Herpic(Blue)	Per Pc	300PCS
194.	TOILET CLEANER BRUSH	Double Sided, Long Handle	Per Pc	200PCS
195.	PRINTER INK	Epson 005/005s Black	Per Pcs	200PCS
196.	TWO FOLD FILE GREEN	As Per Sample Good Quality, Both Side Printing 35*28 Cm	Per Pc	10000PCS
197.	TWO FOLD FILE RED	As Per Sample Good Quality, Both Side Printing 35*28 Cm	Per Pc	10000PCS
198.	TWO FOLD FILE YELLOW	As Per Sample Good Quality, Both Side Printing 35*28 Cm	Per Pc	10000PCS
199.	WALL CLOCK	Shape -Oval, Size Medium Brand - Ajanta, Diameter 12 Inch	Per Pc	100PCS
200.	WASTE PAPER BUCKET	(H-12.5" Dia -10.5" Pc Virgin Plastic, Sp/Spl	Per Pc	50PCS
201.	WET FLOOR CAUTION BOARD	As Per Sample	Per Pcs	50PCS
202.	WHITE BOARD DUSTER	As Per Sample	Per Pc	50 PCS
203.	MEDICINE CRUSHER	Stain Less Steel As Per Sample	Per Pc	20PCS
204.	WHITE BOARD MARKER PEN	(Camlin)	Per Pc	1000PCS
205.	WHITE BOARD STEEL FRAME	As Per Sample	Per Sqft	1000 SQ FT
206.	MULTI COLOUR KEY RING	As Per Sample	Per Box	50 BOX
207.	HEIGHT MEASUREMENT SCALE	As Per Sample	Per Pcs	100PCS
208.	SPRING FILE	As Per Sample Good Quality, 35*28 Cm	Per Pcs	100PCS
209.	PLASTIC CLIP FILE	As Per Sample Good Quality, F.S Size	Per Pcs	100PCS
210.	WOOD PENCIL	Apsara Platinum Extra Dark	Per Pcs	100 PCS
211.	TAILOR SCISSORS12"	As Per Sample	Per Pcs	100 PCS
212.	HP PRINthead, BLACK COLOR	HP Company, M0h5aa	Per Pcs	50 PCS
213.	ELASTIC VELCO STRAP	24 Inch	Per Pcs	20 PCS
214.	NON ELASTIC VELCO STRAP	60 Inch	Per Pcs	20 PCS
215.	SOFA BELT COVER STRAP 2FT	As Per Sample	Per Pcs	20 PCS
216.	TOOTH BRUSH 20MRP	As Per Sample	Per Pcs	200 PCS
217.	TOOTH PASTE 10MRP	As Per Sample	Per Pcs	200 PCS
218.	PEN FOR TRAINING 20MRP	As Per Sample	Per Pcs	500 PCS

219.	FLEX STANDEE	As Per Sample	Per Pcs	20 PCS
220.	STEEL BOWL(12")	Jindal AS PER SAMPLE	PER PCS	100 PCS
221.	PLASTIC CHAIR WITHOUT HANDLE	Nilkamal	Per Pcs	50 PCS
222.	PLASTIC CHAIR WITHOUT HANDLE	Supreme	Per Pcs	50 PCS
223.	PLASTIC CHAIR WITH HANDLE	Nilkamal	Per Pcs	50 PCS
224.	PLASTIC CHAIR WITH HANDLE	Supreme	Per Pcs	50PCS
225.	ZIPPER POUCH	4"X 5" 200 MICRON OF 100PCS	PER PCS	100 PCS
226.	ZIPPER POUCH	12"X 8"2 MICRON OF 100PCS	PER PCS	100 PCS
227.	Tooth brush with suction	As Per Sample	Per Pcs	200 PCS
228.	Sticky Notes Pad	76 X 101 Mm	PER PCS	200 PCS
229.	PLASTIC CASSETTE	As Per Sample	Per Pcs	500 PCS
230.	A 4 PAPER 250 GSM	As Per Sample	Per Pcs	1000 PCS
231.	PAPER GLASS	250ml AS PER SAMPLE	PER PCS	1000 PCS
232.	PIN CUSHION MAGNETIC	As Per Sample	Per Pcs	100 PCS
233.	TWO FOLD FILE YELLOW	As Per Sample Good Quality, Single Side Printing 35*28 Cm	Per Pcs	500 PCS
234.	DOT PEN BLUE	Agni 4g Pro	Per Pcs	500 PCS
235.	DOT PEN BLACK	Agni 4g Pro	Per Pcs	500 PCS
236.	DOT PEN RED	Agni 4g Pro	Per Pcs	500 PCS
237.	PINTER INK	Epson 005	Per Pcs	100PCS

Annexure-III

Check-List of Documents to be uploaded

Sl.No.	Envelope / Uploading location	Document
1	My Space	1. GST registration cert. of bidder. 2. PAN of bidder. 3. P. Tax Registration certificate/ updated P.Tax payment challan. 4. Incorporation certificate for company (if applicable) 5. Valid Trade Licenses 6. Registered deed for partnership firm. 7. IT Return for FY 2020-21, 2021-22, 2022-23 8. PL Balance Sheet of FY 2020-21, 2021-22, 2022-23 9. Credentials of Stationary Goods supply to government organization in India (Payment certificate issued by purchaser). 10. Copy of receipt of online submission of EMD.
2	Technical Bid (Bid T)	1. e-NIT acceptance form
3	Financial Bid (Bid F)	Price format & BoQ