



भारत सरकार • Government of India

गृह मंत्रालय • Ministry of Home Affairs

जनगणना कार्य निदेशालय, पश्चिम बंगाल

Directorate of Census Operations, West Bengal

JANGANANA BHAWAN

IB-199, SECTOR-III, SALT LAKE CITY, KOLKATA-700 106

जनगणना भवन

आडू. बि.-199, सेक्टर-III, सॉल्ट लेक सिटी, कोलकाता-700 106

Phone : (033) 2335 9273 • Tele-Fax : (033) 2335 9238 • e-mail : dco-wbl.rgi@censusindia.gov.in

No. D- 15021/2015/Estt./726

Dated: - 29.06.2015

**NOTICE INVITING QUOTATION**

Sealed rate quotations are invited from reputed suppliers for supply of different types of Store & Stationery items for one year for office use, strictly maintaining our specification/model of items attached herewith. The same are to be submitted in sealed envelope superscribing "Quotation for Store & Stationery Items" duly filled in enclosed Annexure – I so as to reach this office within 3.00 p.m. on 10.07.2015. The quotations to be dropped in the "Tender Box" placed in the right hand side of the office entrance at Ground floor, of DCO W.B., JANGANANA BHAWAN, IB-199, Salt Lake, Sector-III, Kolkata- 700 106. If any successful bidder denies supplying as per their offered rate, action will be taken as per Government of India Rules & Regulations. Each page of the rate quotation must have seal and signature of the bidder.

The quotations will be opened on 10.07.2015 at 4.00 P.M. in this office in presence of the bidders or their representatives, if any.

The Directorate of Census Operations, West Bengal, however, reserves the right to reject any or all quotation without assigning any reason thereof.

  
29/6/2015  
(Dr. P. C. Coomar)  
Joint Director

TO

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Copy to:-

Copy to:-

1. All members of Tender/Purchase Committee
2. ORGI website [www.censusindia.gov.in/tender](http://www.censusindia.gov.in/tender)
3. Office Notice Board (Saltlake/Behala/ SSC, Badu)

Prescribed proforma for submission of Bid as per NIQ No. No.D-15021/2015/Estt/726 dated 29.06.2015

With reference to Tender Notice No. D-15021/2015/Estt/ 726 dated 29.06.2015 the undersigned furnished below / enclose herewith the following details / documents for consideration:

1. Name address of Agency:
2. Details of Documents submitted with Tender (self-attested / stamped):
  - a. Registration No. of the Firm/ Trade Licence / VAT Registration.
  - b. PAN AND TIN No.
  - c. Acknowledgement of latest VAT Return
  - d. A self-attested certificate specifying that the firm has not been blacklisted by any

Proforma for submission of Tenders:

Sl. No.	Description of items	Specification / brand	Unit	Appropriate requirement for year	Rate quoted per Unit incl. of all Taxes (Rs.)	Total amount (Rs.)
1	2		4			
1	Duster-	Towel type	Pc	200 Nos.		
2	Pilot Pen	(V-5)	Pc	36 Nos.		
3	Pilot Pen or equivalent	(0.5)	Pc	156 Nos.		
4	Pen of good quality <b>(smooth gel Pen)</b>		Pc	200 Nos.		
5	Soap Case	0	doz	2 dozen		
6	Glass for Officer (special)	Yera	doz	3 dozen		
6	Acid - (Muritic)	500 ml bottle	Bottle	40 Bottles		
7	Page Marker (tri-colour)- 100 sheet in each pkt.	Jinxin . 3"X3"	Pkt.	50 pkts		

Net price in words: \_\_\_\_\_

I / We agree to the terms and conditions as mentioned in the Tender Notice No. D-15021/2015/Estt/ 726 dated 29.06.2015

Signature with Date: \_\_\_\_\_

Name (in Capital Letters): \_\_\_\_\_

Name of the Agency: \_\_\_\_\_

Tel. No. / FAX No. / Email ID: \_\_\_\_\_

Office Seal of the agency