

## TENDER NOTICE

The Criminal Investigation Department , West Bengal, Bhabani Bhaban, Alipore, Kolkata-700 027, invites sealed Tenders from reputed firms for purchase of yearly office stationery articles for Forms Section of CID, West Bengal.

### 1. SPECIFICATION OF ITMES :-

Miscellaneous office stationery articles for Forms Section of CID, West Bengal.

(Detail list may be collected by the bidders from O/S, Police Office, CID, West Bengal).

### 2. SCHEDULE:-

A. Closing Date: 7(Seven) days after publications the tender in newspaper, Time:  
14:00 hrs.

B. Opening Date: 7(Seven) days after publications the tender in newspaper, Time:  
16:00 hrs.

### 3. SUBMISSION OF BID:-

Bidders may be collected list from O/S, Police Office, CID, West Bengal.

I. The bidders may remain present at the time of opening of tenders.

II. Prices quoted, shall be including all taxes & **should not exceed MRP**. The quotations should

be submitted in envelopes duly sealed and properly super scribed with name and address of the firms and “Tender No- 03/2015-16/CID/WB and **Tenders from reputed firms for purchase of miscellaneous office stationery items**”. It must be addressed to the ADG, CID, West Bengal, Bhabani Bhaban, Alipore, Kolkata - 700 027. It must be sent to this office on or before the closing time for submission of tenders. In case the quotations are received without sealed cover, the tender will be liable to be cancelled. No change in quotations will be accepted after receipt of the same in this office. If any firm is found on enquiry as black listed, the tender will be cancelled.

### 4. EARNEST MONEY:-

Earnest money amounting Rs.2000/- shall be deposited through Bank draft in favour of ADG, CID, West Bengal” and should be enclosed with the tender papers in a separate envelope.

5. DOCUMENTS:-

All bidders shall submit along with their tender documents the followings:-

- a) Covering letter on the letterhead of the firm clearly indexing the enclosures.
  - b) Original Tender documents duly stamped and signed on each page, as a token of acceptance of all terms and conditions laid down in the tender document.
  - c) Income Tax returns, PAN Card and duly attested copies of Trade License and other relevant licenses which may be necessary towards making such works.
- 6) The Head of the Department, CID, West Bengal reserves the right to reject any or all tenders without assigning any reason thereof.
- 7) Further details may be obtained from this office on any working day, during office hours from the ADG, CID, West Bengal, Bhabani Bhaban, Alipore, Kolkata - 700 027 on written request furnished by the firms on the letterhead of the contractors.

SD/-  
Spl. Superintendent of Police (HQ)  
CID, West Bengal