

## TENDER NOTICE

The Criminal Investigation Department, West Bengal, Bhabani Bhaban, Alipore, Kolkata- 700027, invites sealed Tenders from reputed firms for purchase of yearly office stationery articles for Forms Section of CID, West Bengal.

1. SPECIFICATION OF ITEMS :-

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

(Detail list may be collected by the bidders from website of 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 :-

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. 05/2017-18/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- 700027. 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 :-

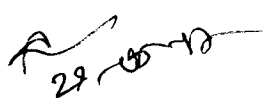
Earnest money amounting Rs. 2000/- shall be deposited through Bank draft in favour of ADG, CID, West Bengal and should be enclosed with the tender papers in a separate envelope.

5. DOCUMENTS :-

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

a) Covering letter on the letterhead of the firm clearly indexing the enclosures.

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- 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 – 700027 on written request furnished by the firms on the letterhead of the contractors.

  
29/10/10

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

**The following stationary articles are required to purchase for the financial year 2017 - 2018**

<b>Sl. No.</b>	<b>Name of the items</b>	<b>Item details</b>
1	DFC Paper	500 sheet per ream
2	Duplicating Paper	500 sheet per ream(Diplomat)
3	Carbon Big	Kores 100 Pcs per ream
4	Carbon Small	Kores 100 Pcs per ream
5	Wood Pencil	HB(Apsara platinum)
6	Pencil Sharpner	As per sample
7	Rubber	As per sample
8	Pin	80 gm per packet (King Pins)
9	Synthetic Gum	50 ml Tube Fevi Gum
10	James Clip	20 gm per packet (Zorex)
11	File Cover	As per sample
12	File Plap	As per sample
13	Spl File Cover	As per sample Four folded (With Logo)
14	Envelop (Brown)	(32x13) cm
15	Envelop (White)	(20x12) cm
16	Envelop Cloth (Small)	(25x20) cm
17	Envelop Cloth (Big)	(40x30) cm
18	Note Sheet	100 pages per pad
19	Thread Ball	50 gm per ball
20	Cloth envelop (Medium)	(36x25) cm
21	Paper Basket	Big (12x8) Inches
22	Scale	Plastic Scale 1 ft. (Student Brand)
23	Candle	Medium (Shuvo Motor Cycle Brand) (as per sample)
24	Stapler Machine	Big 24/6 (Kangaro-HS-45P)
25	Stapler Machine	Small No. 10 (Kangaro)
26	Stapler Pin	Big 24/6 (Kores)
27	Stapler Pin	Small No. 10 (Kores)
28	Punching Machine	One hole (Kangaro)
29	Scissor (Stainless Steel)	Big plastic coted (Regal-Germany)
30	Knife (Hen Stainless Steel)	Medium (Germany 5 KBP)
31	Phorna(Hew plastic handle bot)	As per sample(KIN)

32	Stamp Pad (Violet Color)	With ink(Faber-Castell) 88x54mm
33	Stamp Pad Ink	60 ml bottle
34	Binding White Register (8quire) with logo	800 Pages per register with page no.
35	Binding White Register (6quire)with logo	600 Pages per register with page no.
36	Binding White Register (4quire)with logo	400 Pages per register with page no.
37	Binding White Register (2quire)with logo	200 Pages per register with page no.
38	Binding White Register (1quire)with logo	100 Pages per register with page no.
39	Binding Ruled Register (4quire)with logo	400 Pages per register with page no.
40	Liver Arch File(Raymond)	As per sample(With Logo)
41	Plastic Tray	As per sample 18x10 Inches
42	Square Paper Weight With Plastic Cover	As per sample
43	Official Pad with Logo	As per sample 16x13 cms
44	Magnetc Pin Cushion	As per sample
45	Sealing Wax	As per sample (National Round)
46	Cotton Tag 9" (Ma Kali Brand)	As per sample (Kolkata.regd:S.S.I)
47	Note Pad (White)	As per sample 16x13 cms-50Pages
48	Cloth envelop (Medium)	As per sample 30x25 cms
49	Cloth envelop (Medium)	As per sample 28x19 cms
50	Cloth envelop (Small)	As per sample 32x13 cms
51	Signature Pad	As per sample 12x07 inches
52	Erazer	Apsara (Non dust)
53	Paper Clip (Plastic)	As per sample