



GOVERNMENT OF TRIPURA
O/o THE PROGRAMME OFFICER (BDO)
HRISHYAMUKH R.D. BLOCK : SOUTH TRIPURA

No.F.21(1-Tender)/BDO/HRM/MGNREGA/2017-18/ 127

Dated: 25-04-2017

SHORT NOTICE INVITING QUOTATION (2nd Call)

Due to non availability of sufficient bidder in our previous Notice Inviting Quotation for Hiring of Vehicle vide No. F.21(1-Tender)/BDO/HRM/MGNREGA/2017-18/ 49, dt. 07-04-2017, 2nd Call regarding this quotation is hereby issued for procurement of Office Stationeries under MGNREGA for Hrishyamukh R.D. Block, South Tripura for the financial year 2017-18. The Quotationers/ Bidders should submit required documents and **Earnest Money of Rs. 5 000/- (Rupees Five Thousand) only** along with the tender (amount to be submitted in the shape of DD in favour of the undersigned drawn on any Nationalized Bank).

The Tender box will be kept open for dropping of Quotation by the intending Quotationers in the Chamber of the undersigned **from 29-04-2017 to 06-05-2017** (Office hours and working days only) and the Box will be opened on 08-05-2017 (if possible). Items are as follows:-

SI No	ITEMS	Unit	Rate to be Quoted per unit (inclusive of all taxes)			
			Rate	VAT Amount	Total	Rupees in word
1	A4 Xerox Paper (Brand- Image)	Rim				
2	A4 Xerox Paper (Brand- JK)	Rim				
3	A4 Xerox Paper (Brand- JK Sparkle)	Rim				
4	Legal Xerox Paper (Brand- Image)	Rim				
5	Legal Xerox Paper (Brand- JK)	Rim				
6	Legal Xerox Paper (Brand- JK Sparkle)	Rim				
7	88A Laser Printer Cartridge	No				
8	12A Laser Printer Cartridge	No				
9	78A Laser Printer Cartridge	No				
10	53A Laser Printer Cartridge	No				
11	File Cover with Board (Rajdoot)	No				
12	Clip File Cover (OXFOED)	No				
13	Stapler- Big Size (Kangaro)	No				
14	Stapler- Standard Size (Kangaro)	No				
15	Stapler- Small Size (Kangaro)	No				
16	Stapler Pin- Standard Size	Pkt				
17	Stapler Pin- Small Size	Pkt				
18	Pen- Blue, Black, Red (Cello Mayfair Rs. 5)	No				
19	Calculator- Standard Size (CASIO)	No				
20	Stamp Pad (110mm X 69mm)	No				
21	Highlighter Pen	No				
22	Flag Paper	Pkt				
23	HP Pen drive 8 GP	No				
24	HP Pen drive 16 GP	No				
25	Key Board (HP/ Logitech)	No				
26	Mouse (HP/ Logitech)	No				
27	Cannon Toner- IR 2022 N)	No				
28	Register No- 8, 12, 16, 20 (OXFORD)	No				
29	VIP Chair Towel	No				
30	Punching Machine (Kangaro)	No				
31	Hand Towel	No				
32	Measurement Book (MB) (OXFORD)	No				
33	Field Exercise Book (OXFORD)	No				
34	Gems Clip	Pkt				
35	Pen Stand	No				
36	Brown Tape	No				
37	Harpic	No				
38	Lemon Phenyl	Ltr				
39	Ordinary Phenyl	Ltr				
40	Hand Wash (Dettol)	500 ml				

Terms & Conditions :-

1. The "rate per unit" should be quoted both in figure and words.
2. Any over-writing or erasing in the quotation, will lead it as cancelled.
3. Registration of the Firm/ Shop, PAN Card, VAT Registration, VAT Clearance, Tax Clearance, AADHAAR Card etc should be submitted along with Tender Paper as the evidence of valid bidder.
4. The quotationers should duly sign the quotation paper with seal of Firm.
5. The materials should be delivered to the Programme Officer (BDO), Hrishyamukh RD Block in good condition and if any dispute is notice during supply, the supplier should replace it immediately.
6. Items should be supplied within 7 Days of the Supply Order.
7. VAT and other taxes should be deducted accordingly and Deduction Certificate should be provided.
8. No Carrying, Service Charge or extra charges should be provided.
9. Payment will be made on availability of fund.
10. The undersigned reserved the right to accept or reject any quotation fully or partly including the lowest one without assigning any reason thereof.

(SUBHAS ACHARIYA)