

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT LAND & LAND REFORMS OFFICER, NADIA
ADMINISTRATIVE BUILDING (1st Floor) KRISHNAGAR

No. 1548

QUOTATION NOTICE

21 29 06 - 2020

Sealed quotations for the year 2020 - 2021 are invited from the reputed suppliers in respect of the following Computer and Stationery Articles.

Sl.No.	Name of item	Rate
01.	Xerox Paper A4 (297 mm X 210 mm) Packet of 500 sheets.	
02.	Xerox Paper FS (215 mm X 345 mm) Packet of 500 sheets.	
03.	4 Fold Cover File	
04.	2 Fold Cover File	
05.	Flap	
06.	Muratic Acid 500 ml.	
07.	Gold Pencil Battery	
08.	Polytate Tag of 50 pcs. Bundle	
09.	SIGNATURE PAD	
10.	Towel (Big Size)	
11.	Use & Throw Ball Pen	
12.	DAK PAD	
13.	Bound Register 4 No.	
14.	Bound Register 6 No.	
15.	Bound Register 8 No.	
16.	Bound Register 10 No.	
17.	Bound Register 12 No.	
18.	Bound Register 20 No.	
19.	Stamp Pad (Big)	
20.	Stamp Pad (Small)	
21.	Stamp Pad Ink 100 ml. Bottle	
22.	White Markin Cloth	
23.	Stapler 10	
24.	Stapler HP-45	
25.	Stapler Pin 24/6	
26.	Stapler Pin 10	
27.	Synthetic Gum 20 ml.	
28.	Eraz-Ex 15 ml.	
29.	Battery 950	
30.	Rose Room Freshner 200 ml. Bottle	
31.	Thread Ball (red & white)	
32.	1500 Refill (Blue, Black & Red)	
33.	Toner Cartridge Fax Machine (Model No. KX-MB 2030)	
34.	FX 9 Cartridge	
35.	Laserjet Printer Cartridge 1020 Plus (12A)	
36.	Electronic Calculator 12 Digit	
37.	Phenile 500 ml. Bottle	
38.	Duster (Big)	
39.	Duster (Small)	
40.	Board File	
41.	Sutuli Per Kg	

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42.	Vim Bar	
43.	Vim Powder 1 Kg	
44.	Odonil 75 gm	
45.	Godrej Navtal 5 Lever Lock & Key	
46.	Godrej Navtal 7 Lever Lock & Key	
47.	Marker Pen	
48.	Wall Clock	
49.	Tube Light	
50.	20 Watt PL Lamp	
51.	LASERJET Print Cartridge CE278AC (78A)	
52.	LASERJET PRO M202 dw (88A)	
53.	THREAD BALL (white)	
54.	PRODOT LASERJET CARTRIDGE (PLH-C280)	
55.	LASERJET 80A PRINT CARTRIDGE	
56.	LASERJET PRINT CARTRIDGE Q2612AC	
57.	PEN DRIVE 16 GB / 8 GB	
58.	U.P.S. (A.P.C.)	
59.	KEY BOARD	
60.	MOUSE (U.S.B.)	
61.	CORDLESS KEY BOARD	
62.	CORDLESS KEY MOUSE	
63.	LASER PRINTER (12A, 88A, 78A)	
64.	ALL IN ONE DESKTOP PC	
65.	ALL IN ONE DESKTOP PC	
66.	COMPUTER MONITOR 19"	
67.	CELLO TAPE 1"	
68.	CHANNEL FILE COVER	
69.	CLIP BOARD	
70.	CUP SETS	
71.	DRINKING GLASS	
72.	CORRECTION PEN	
73.	FEVI STICK	
74.	GEMS CLIP	
75.	KEY BAG	
76.	KNIFE	
77.	MARKER PEN	
78.	METALIC TAPE 2"	
79.	NAPHTHOLINE	
80.	PAPER WIGHT (PLASTIC FIBER)	
81.	PERFORATOR	
82.	MAGNETIC PIN CUSHION	
83.	PLSTIC BASKET	
84.	PLASTIC CHAIR	
85.	PLASTIC WATER JUG	
86.	PLASTIC SCALE	
87.	WOODEN PENCIL	
88.	ERASER	
89.	TORCH LIGHT (CHARGABLE)	
90.	SCISSOR	
91.	PUNCHING MACHINE	
92.	RUBBER BAND (GUARDER)	

93.	SEALING WAX	
94.	SINGLE SIDE CARBON (BLUE)	
95.	DOUBLE SIDE CARBON (BLACK)	
96.	PIN	
97.	FLAG (STICK NOTE)	
98.	DOUBLE SIDE PEN	
99.	WRITING PAD	
100.	PEN STAND	
101.	Scanner A4 / Legal	
102.	Laser Jet Printer Cartridge 12A (use & throw)	
103.	Laser Jet Printer Cartridge 78A (use & throw)	
104.	Laser Jet Printer Cartridge 88A (use & throw)	
105.	Pen (good quality) (Gel / Ball)	
106.	File Carrying Bag	
107.	Nylon Bag	
108.	CAT 6 Cable	
109.	CAT Cable Clip (D-Link)	
110.	Towel (ordinary) Big Size	
111.	Envelop (10"X4" / 6"X3" / 12"X8")	
112.	Laser Jet Printer Cartridge 30A	

The successful quotationers shall have to supply the articles at his own cost to this office.

Rate should be quoted both in words and in figures inclusive all taxes, duties etc. in the column No. 3 as shown above.

Application for tender is to be submitted by **17/07/2020** within **2.00** p.m. in the office of the A.D.M. and D.L.& L.R.O, Nadia (**Tender Box**) attaching particulars and will be opened on **17/07/2020** at **3.00** p.m.

Tenderers may remain present at that time. The Tender will be opened in presence of the Dy. DL & LRO I & II, SRO-II & DDO (H/Q) of this office.

The authority reserves the right to accept or cancel any or all the quotations without assigning any reason to the quotationers.

Successful quotationer will have to deliver the Computer and Stationery articles within 7 (seven) days from the date of receipt of supply order.

Tenderers must produce credential of supplying similar category material in Govt. office within last 2(two) years.

Tenderers must produce copy of updated trade license, PAN card, Bank account No. EPIC or related business documents.

Any staff / employee or any of their relatives related to LR set up Nadia is barred from dropping tender.

For rate of any item that exceeds rate fixed by the D.M, Nadia will not be accepted.

Additional District Magistrate &
District Land & Land Reforms Officer, Nadia.

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2/2/20*

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