



**GOVERNMENT OF WEST BENGAL  
OFFICE OF THE SUB-DIVISIONAL OFFICER  
INFRASTRUCTURE CELL (NAZARAT SECTION)  
RANAGHAT, NADIA**


**TENDER NOTICE**

In connection with ensuing West Bengal Legislative Assembly Election, 2016 sealed tenders are invited amongst the professional, experienced and bonafide contractors/ agencies/ suppliers for supply of different stationery articles for the Ranaghat Sub – Division, Nadia, as per enclosed annexure on the following terms and conditions.

1. **Mandatory Requisition Documents:-** Attested copies of Clearance certificate (up-to 31<sup>st</sup> January,2015) of VAT registration, Income tax, Professional Tax, Trade License should enclosed with the tender paper. Trade License issued by Panchayat or Municipality officers, PAN Card should be submitted with tender paper.
2. All intending bidders should submit Credential in same nature of supply of related materials to Government Offices not below a cumulative total of Rs. 5.00 lakhs within past three financial years and and last three years audit report, should be attached with the Tender paper. Final payment order or any interim payment order will not be treated as credential document. This certificate should be issued by Head of the office or D.D.O. of the establishment.
3. The rate should be quoted separately for each item including delivery charges. Conditional rate will not be accepted.
4. All articles to be supplied as per given brand name and unit specified in the tender document. In case of local made samples, specification of the authority will be final. Model sample is available at the office chamber of the Officer-in-Charge, Material cell.
5. Sample of articles to be exhibit during opening of tender documents and approved samples will be fixed as standers of delivery. Failing to exhibit sample as desire specification
6. Selected tenders will have to execute agreement in Non-Judicial Stamp Paper as to smooth & timely completion of the assigned works.
7. The tender, quoting the rate both in words and figures, should be dropped in the Tender Box kept in the Office Chamber of the Sub – Divisional Officer, Ranaghat Sub – Division, Nadia on or before **15.03.2016 by 01.00 P.M.**
8. The tenders will be opened on the same day i.e. **15.03.2016 by 03.30 P.M.**. The willing tenderers may remain present at the time of opening the tenders.
9. The sealed envelope should be superscripted "Tender for Supply of Stationery Articals in connection with West Bengal Legislative Assembly Election,2016 ". The rate should be quoted in the printed pad of the organization/ individual.
10. Further information, if any, may be obtained from Nazarath Section under Office of the Sub – Divisional Officer, Ranaghat Sub – Division, Nadia.

11. Any dislocation, delay, willful negligence will make this office compelled to forfeit the entire claim and also the security deposit without assigning any reason whatsoever.
12. Tender papers will be available at the Nazareth Section (Infrastructure Cell) at the Sub – Divisional Officer, Ranaghat Sub – Division, Nadia from 03.03.2016 in working days .
13. **Earnest money to the tune of Rs. 20,000.00/- (Rupees Twenty thousand) only**, is to be deposited through Bank Draft along with the tender Paper in favour of the **Sub – Divisional Officer, Ranaghat Sub – Division, Nadia.**

No tender will be received by post. The undersigned reserves the right to accept or reject any of the tenders without assigning any reason.

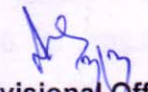
  
Sub – Divisional Officer,  
Ranaghat Sub – Division, Nadia.

Memo No.:- 67 (16)/Nez

Date : 04 .03.2014

Copy forwarded for information & wide circulation to the:

- ✓ 1. The District Magistrate, Nadia.
2. The Secretary, Nadia Zilla Parisad, Krishnagar, Nadia.
3. The District Informatic Officer, National Informatic Center, Krishnagar, Nadia with request to display in the District Website.
4. Sub – Divisional Officer, Sadar, Krishnagar/Tehatta/Kalyani, Nadia.
- 5 – 9. The Chairman, Ranaghat/ Birnagar/Santipur/ Coopers Camp// Taherpur, Nadia.
10. The Sub – Divisional Information & Rultural officer, Ranaghat, Nadia.
11. The Post Master, Head Post Office, Krishnagar, Nadia.
12. The Post Master, Head Post Office, Ranaghat, Nadia.
13. The Officer – in – Charge, Election Section, Ranaghat Sub – Division, Nadia.
14. The Block Development Officer Ranaghat – I/ Ranaghat – II/ Santipur / Hanskhali / Krishnaganj, Nadia.
15. C.A. to the Sub – Divisional Officer, Ranaghat Sub – Division, Nadia.
16. Office Notice Board, Ranaght Sub – Division, Nadia.

  
Sub – Divisional Officer,  
Ranaghat Sub – Division, Nadia.

**ANNEXURE – I**

SI No	Name of Articles	Specification of the articles
1	Acid Muriatic (Doctors brand)	500 mL
2	Acid Muriatic (G/quality)	500 mL
3	All-out Liquidator Machine	Oil 45 days
4	All-out Oil	45 days
5	All-out Oil	60 days
6	Broom Stick	G./ quality
7	Floor Washing (Cotton Mop King)	B/quality
8	Floor Wiper (Cleaner house-Every day)	B/quality
9	Ful jharu	G/quality
10	Good Night Oil	45 days
11	Good Night Oil	60 days
12	Hand Gloves	B/ Quality
13	Harpic	500 MI.
14	HIT Mosquitoes & Flies	Godrej 450 ml.
15	Jhul jharu	G/quality
16	Mosquito Coil	Good night
17	Naphthalene Balls	B. Chemical 100 gm.
18	Odonil	Big Size
19	Phynyl	500mL
20	Phynyl White	Nimyle, 500 mL
21	Scotch Bite	Small
22	Toilet Brush	B/quality
23	Battery Eveready (Heavy Duty)-- 1050	Leakproof.
24	Bulb	(Philips) 100 wts.
25	Bulb	(Philips) 60 wts.
26	CFL-Bulb	(Philips) 20 wts.
27	Nippo(Heavy Duty) 1050	Leakproof
28	Pencil Battery (Duracell)	
29	Pencil Battery (Novino Gold)	Novino Gold
30	Cello Dot Pen,0.5	Gripper,
31	Cello Dot Pen,0.5	Fine Grip
32	Cello Genius Gel Feather flo	Cello
33	Correction Pen	10 ml
34	Dot Pen - Line	Ocem - TM Gel
35	Dot Pen Use & throw	Agni-gel
36	Dot Pen, Line	Ocean TM Gel
37	Ereser	Nataraj
38	HI-Lighter YELLOW / GREEN	Camline
39	OHP-CD-MARKER	Camline
40	PERMANENT MARKER-91 -R	Camline
41	Reynolds Trimex	Reynolds
42	Short Hand Pencil	Nataraj

*(D. LEK, Rgt)*

