



राष्ट्रीय गतिशील दिव्यांगजन संस्थान
National Institute for Locomotor Disabilities (Divyangjan)
(दिव्यांगजन सशक्तिकरणविभाग, सामाजिकन्यायएवंअधिकारितामंत्रालय, भारत सरकार)
Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India
B.T. ROAD, BON-HOOGHLY, KOLKATA-700090
बी.टी. रोडबनहुगली, कोलकाता-700090
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REF No. PUR-ST/1728/PC/09/NIOH/P-III

Date: 26.08.2022

Delivery required within: 21 Days after receiving the P.O.
Last date of submission of quotation: 16.09.2022

TO
NILD NOTICE BOARD
NILD WEBSITE
SUB: LIMITED TENDER NOTICE
REF: INVITING QUOTATIONS FOR PRINTING OF STATIONERY ITEMS FOR MAIN STORE

Sl.no	Name of the items	Specification	Denom.	QTY
1.	Exercise Book (Small Math Copy)	Size- L-21 cm x W-17 cm Pages 40, Paper- Maplito paper	Nos.	10
2.	Exercise Book (Small White Copy)	Size- L-21 cm x W-17 cm Pages 40, Paper- Maplito paper	Nos.	06
3.	Exercise Book (Drawing Copy/ Big White Copy)	No 4, Paper- Maplito paper	Nos.	06
4.	Scrab Book Standard Size	Standard Size Pages 36, Paper- Maplito paper	Nos.	05
5.	Attendance Register for School	Pages 400 along with printing Paper- Maplito paper	Nos.	04
6.	Blue File for P&O dept.	Size- L-57 cm x W-36 cm GSM- 90 along with printing As per sample	Nos.	3000
7.	Cover File	Size- L-35 cm x W-27 cm (Along with printing) Colour- Yellow, As per sample	Nos.	1000
8.	ADIP Register	Pages 150, Paper – 14.1 Kg Conquest Paper along with printing and good binding As per sample	Nos.	02
9.	Job Allotment Register	Pages 450, Paper – 14.1 Kg Conquest Paper along with printing and good binding As per sample	Nos.	02
10.	Prescription Pad Big	Size-A-4, 100 pages in each pad, GSM- 80, Paper- Maplito paper along with printing	Pads	500
11.	Note Sheet	100 pages in each pad Paper – 14.1 Kg Conquest Paper along with printing As per sample	Pads	50
12.	DakDespatch Register	Pages 400 along with printing Paper – 14.1 Kg Conquest Paper along with printing and good binding, As per sample	Nos.	01

NOTE:-

1. Suppliers are requested to quote their rate as per sample.
2. Copies of the samples are available in main store between 10 am to 3.00 pm from Monday to Friday (except holidays).
3. Quotation will not be accepted if any firm submits their quotation without seeing the sample.
4. Quotation should be proper type and each paper of the document should be signed and stamped. Rate should be given in the mentioned format as per serial no. 6 of the terms & conditions.

GENERAL TERMS & CONDITIONS

1. Quote the rate according to our specification in the given format along with all relevant documents i.e. GST, Sale Tax/Income Tax, Trade License, Pan Card etc.
2. Submit the quotation for the above mentioned items in a sealed envelope, to the Purchase Section / Tender Box within 16.09.2022 between 10 am to 4 pm addressed to 'The Director, NIOH, B.T.Road, Bon-Hooghly, Kolkata – 90' with the word "PRINTING OF STATIONERY ITEMS along with NIT No. PUR-ST/1728/PC/09/NIOH/P-III Dated 26.08.2022 boldly super scribed on the top of the envelope.
3. Delivery period: within 21 days after issuing of P.O.
4. Any delay in supply will attract Liquidated damage as per GOI rules.
5. The bidder should provide the complete details of Bank Account like Name of the account holder, Account No., Name of the Bank and Branch, IFS code for online transaction.
6. Free delivery at NIOH Main Store. Rate should be quoted in the given format

Sl. No	Name of the item	Specification as per our NIT	Unit Price	GST	Total of unit price
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7. **SETTELEMENT OF DISPUTES:**

All disputes or differences of any kind whatsoever arising out of or in connection with execution of this contract, whether during the progress of the supply or after their completion, shall be referred by the supplier to the Director of the Institute and the competent authority of the institute shall within reasonable time shall examine the case on its merit and on basis of any representation made in this context and notify decisions thereon in writing. The decision of the Director of the Institute shall be binding upon the supplier. If the supplier is not satisfied with the decision of the competent authority of the Institute, on any matters in question, dispute/difference to be arbitrated upon shall be the jurisdiction of the High Court at Kolkata. The High Court of Kolkata will only be the jurisdiction to deal with and decide on any dispute whatsoever arising out of this tender.

The Director of the National Institute for Locomotor Disabilities (Divyangjan), reserves the right to reject any or all the tenders without assigning any reasons or giving any explanation thereof. No claim for damages will be entertained in this regard.

In addition to above, all others terms & conditions will also be binding as applicable in Govt. of India Purchase Rule.

Thanking you

Yours faithfully

Officer-In-Charge
Material Management