



राष्ट्रीय गतिशील दिव्यांगजन संस्थान

National Institute for Locomotor Disabilities (Divyangjan)

(दिव्यांगजन सशक्तिकरण विभाग, सामाजिक न्याय एवं अधिकारिता मंत्रालय, भारत सरकार)
Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India

बी.टी. रोड बनहुगली, कोलकाता-700090. / B.T. ROAD, BON-HOOGHLY, KOLKATA-700090.

Phone: 2531-0279, 2531-0610/Tele Fax: 2531-8379/E-mail: mail@nich.in and web: www.niohkol.nic.in

Reference: PUR-ST/1728/PC/09/NIOH/Pt-II

Date: 02.12.2016

Last date of receiving quotation: 23.12.2016

Delivery required within: 15 days after issuing the P.O.

TO

ENLISTED SUPPLIERS

NILD NOTICE BOARD

NILD WEBSITE

SUB: LIMITED TENDER NOTICE

REF: INVITING OF QUOTATIONS FOR THE PURCHASE OF STATIONERY ITEMS FOR MAIN STORE.

SL.	NAME OF THE ITEM	SPECIFICATION	QTY
1	Paper Xerox A-4	Size: 21 cmx29.7 cm, G.S.M. - 75, Sheets- 500, Make- Copy Power or equivalent	500 Reams
2	Paper Xerox A-3	Size: 29.7 cmx42 cm, G.S.M. - 75, Sheets- 500, Make- Copy Power or equivalent	25 Reams
3	Stamp Pad	Size: 110mmX69mm, Make Faber- Castell or equivalent	20 Reams
4	Pencil Wooden	Make Faber-Castell or equivalent	150 Nos
5	Battery AA	Eveready or equivalent	100 Nos
6	Letter Head	As per sample (01 Pad = 100 sheets)	20 Pads
7	Cello Tape 1"	60 Mtrs per roll, As per sample	30 Rolls
8	Cello Tape 2"	60 Mtrs per roll, As per sample	15 Rolls
9	Carbon Paper	Size: 210 mmx330mm Make Kores or equivalent	15 Pkts
10	Register Ruled	Page - 175 10.4 Kg	60 Nos
11	Register Ruled	Page - 100 10.4 Kg	50 Nos
12	Register Big	As per sample 10.4 Kg	10 Nos

1. Quote the rate according to our specification in the given format along with all relevant documents i.e. Vat /Sale Tax/ Income Tax etc.
2. **EMD for Rs. 3500 /-** to be deposited through DD drawn in favour of " **National Institute for the Orthopedically Handicapped**" payable at Kolkata, along with sealed Tenders. **Without EMD**, quotation will be summarily rejected.

Submit the quotation for the above mentioned items in a sealed envelope, to the Purchase Section / Tender Box **within 23.12..2016** between 10 am to 4 pm addressed to 'The Director, NILD, B.T.Road, Bon-Hooghly, Kolkata - 90' with the word "**TENDER FOR PURCHASE OF STATIONERY ITEMS FOR MAIN STORE** alongwith NIT Enquiry No. **PUR-ST/1728/PC/09/NIOH/Pt-II** boldly super scribed on the top of the envelope.

3. **Each page of the quotation must be self attested.**

Terms & Conditions:

1. Rates will remain valid for 3 months.
2. Delivery period: within 15 days of issuing P.O.
3. Any delay in supply will attract Liquidated damage as per GOI rules.
4. Failure to supply in time may also lead to cancellation of Purchase order and forfeiture of Bid Security.
5. Terms of payment: Payment will be made after completion of delivery.
6. Free delivery to NILD MAIN STORE. Rate should be quoted in the given format

Sl. No	Name of the item	Specification as per our NIT	Unit Price	Vat	Total price
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Thanking you.

Yours faithfully

Officer-In-Charge
Material Management