



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

B.T. ROAD, BON-HOOGHLY, KOLKATA-700090

बी.टी. रोड बनहुगली, कोलकाता-700090

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

ENQUIRYNO: PUR-ST/1728/PC/09/NIOH/P-II

Date:01.05.2018

Delivery required within: 15 Days after receiving the P.O.

Last date of submission of quotation:22.05.2018

TO

NILD NOTICE BOARD

NILD WEBSITE

SUB: LIMITED TENDER NOTICE

REF: INVITING QUOTATIONS FOR PURCHASE STATIONERY ITEMS FOR MAIN STORE

SL.NO	NAME OF THE ITEMS	PACK SIZE	Denom.	QTY
1.	Alpin	Best quality, each box contain 500 pins	Boxes	100
2.	Battery AA	Eveready or equivalent	Nos	100
3.	Battery Medium size	Eveready or equivalent	Nos	20
4.	Brown Tape 1"	Best quality	Nos	15
5.	Brown Tape 2"	Best quality	Nos	20
6.	Cello Tape 1"	Best quality	Nos	50
7.	Cello Tape 2"	Best quality	Nos	30
8.	Cover File	As per sample	Nos	1000
9.	Brown Paper	Best quality	Nos	3000
10.	Dak Despatch Register	As per sample	Nos	1
11.	Dak Receipt Register	As per sample	Nos	1
12.	Envelope Plain	As per sample	Nos	3000
13.	Envelope Window	As per sample	Nos	2000
14.	Fevicol Adhesive White	Fevicol MR 200 gms or equivalent	Nos	10
15.	File Cover Blue For P&O Dept	As per sample	Nos	2000
16.	Gate Pass Book	As per sample	Nos	15
17.	Jems Clip	Size- 28 mm, Qty- 20 gms in a pkt, good quality	Pkts	150
18.	Lock 6 Lever	Godrej or equivalent	Nos	15
19.	Note Sheet	As per sample	Pads	50
20.	Prescription Pad Big	As per sample	Pads	200
21.	Prescription Pad Small	As per sample	pads	200
22.	Register Ruled Pages 100	As per sample	Nos	60
23.	Register Ruled Pages 250	As per sample	Nos	40
24.	Register Ruled Pages 400	As per sample	Nos	30
25.	Register Vocational Counselling	As per sample	Nos	3
26.	Tag (50 in no. in a bunch)	As per sample	Bundles	100
27.	Tray For File	Best quality	Nos	10
28.	White Board Duster	Best quality	Nos	40
29.	White Board Marker Blue	Faber Castle or equivalent	Nos	100
30.	White Board Marker Black	Faber Castle or equivalent	Nos	100
31.	White Board Marker Red	Faber Castle or equivalent	Nos	20
32.	White Board Marker Green	Faber Castle or equivalent	Nos	20
33.	Whitener	Pen type Faber Castle or equivalent	Nos	30
34.	Xerox Paper A3	Size: 29.7cmX42cm, G.S.M.-75, Sheets-500 Make-Copy power or equivalent	Reems	15

NOTE:-

1. SUPPLIERS ARE REQUESTED TO QUOTE THEIR RATE AS PER SAMPLE. THE SAMPLES ARE AVAILABLE IN MAIN STORE.
2. WITHOUT TENDER COST AND EMD AND VALID DOCUMENTS, QUOTATION WILL BE REJECTED. HAND WRITTEN QUOTATION WILL NOT BE ACCEPTED

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 etc.
2. Submit the quotation for the above mentioned items in a sealed envelope, to the Purchase Section / Tender Box within 22.05.2018 between 10 am to 4 pm addressed to ‘The Director, NIOH, B.T.Road, Bon-Hooghly, Kolkata – 90’ with the word “PURCHASE STATIONERY ITEMS along with NIT No. PUR-ST/1728/PC/09/NIOH/P-II boldly super scribed on the top of the envelope
3. EMD for Rs. 2500/-(Rs Two thousand five hundred only) to be deposited through DD drawn in favour of “ National Institute for the Orthopedically Handicapped” payable at Kolkata, along with sealed Tenders.
4. Delivery period: within 15 days after issuing of P.O. The PO will be placed as per our requirement on quarterly basis
5. Any delay in supply will attract Liquidated damage as per GOI rules.
6. Failure to supply in time may also lead to cancellation of Purchase order and forfeiture of Bid Security.
7. 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.
8. 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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Thanking you

Yours faithfully

Officer-In-Charge
Material Management