

F.N.-NS/13

Government of West Bengal  
Office of the District Magistrate, Birbhum  
Nezarath Section

Tel No: 03462-255518

E.mail: birbhum.ndc@gmail.com

Memo. No: 1038 /N

Dt: 16/05/2018

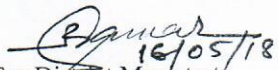
**NOTICE INVITING TENDER**

Sealed Tender for supplying of below mentioned items as per specification noted below is hereby invited from the bonafied /reputed agencies/suppliers having current IT, P.Tax, GST, PAN, satisfactory credential towards **supplying of stationery etc. items** and who are financially sound .

Sl. No.	Particular of the items	Rate should be quoted including all taxes and all charges per Pc., Kg. etc. as mentioned against each item.
01.	Mentioned in separate sheet (322 nos. items) For collection, contact Nezarath Section, Birbhum Collectorate from 21/05/2018 to 31/05/2018 except holidays.	

**TERMS & CONDITION**

1. Technical Bid and Financial Bid will have to be submitted separately in sealed envelope.
2. In case of technical specification is met as per the tendered specification then only the financial bid will be opened.
3. Earnest Money of Rs. 20,000/- (Rupees Twenty Thousand) only must be deposited by the tenderers by means of Bank Draft, NSC (duly pledged) in favour of District Magistrate, Birbhum, with the tender papers for supplying of above mentioned items. Those who have their Earnest Money in deposit, are not required to submit the same. The earnest money of unsuccessful bidder will be returned back within the 45 days from final acceptance of bid. No interest will be paid by the authority on earnest money.
4. Tenderers will have to deliver the items at the Nezarath Section or any other places, if authority in case of need desires so.
5. Rate should be offered by the tenderers including all taxes and all charges.
6. The rate offered by the tenderers will be valid for one year from the date of acceptance.
7. The tenderers will have to place the sample of items before final acceptance of bids, provided the same are selected by the authority.
8. The tenders accompanied with necessary papers for (i) Current income tax clearance certificate (ii) P.Tax (Current clearance certificate) (iii) GST (Certificate of Registration) (iv) PAN (Card) (v) Credential certificate (vi) Demand draft or Postal Savings certificate etc. are to reach within **1 p.m. on 06.06.2018** in the Tender Box kept at the Chamber of the N.D.C, Birbhum and the same will be opened on the **same day at 2.30 p.m.** All the intending bidder/tenderer or authorized representative @ one each may remain present during the opening of Tender.
9. Tenders submitted after prescribed date and hours and found to be incomplete in any respect, will not be accepted.
10. Items through courier etc. services will not be accepted in any way. Supplying of items should be completed within the 7(seven) days from the date of issue of work order failing of which work order will be treated as cancelled without intimation to the bidder and in that case earnest money so would be deposited will be forfeited and next lowest bidder will get the preference to supply the same.
11. Payment will be made on submission of bill in duplicate after supplying of items fully. Deduction of Tax etc will be made as per existing norms.
12. Earnest Money/Security Money may be forfeited for any unfair act and breach of the above condition.
13. The undersigned reserves the right to accept or to reject any tender or all tenders without assigning any reason thereof. The undersigned also does not bind himself to accept the lowest rate offered by the tenders and shall use discretion in accepting higher rate considering the standard and quality of items.

  
For District Magistrate,  
Birbhum

Memo. No: 1038/18 /N

Dt: 16/05/2018

Copy forwarded for information as well as with a request for taking necessary action for wide publication :-

1. AEO & ADM, Zilla parishad.
2. D.I.C.O, Birbhum with the request to publish the enclosed notice in any two well circulated local news papers on or before 21/05/2018.
3. P.D. DPDC, Birbhum