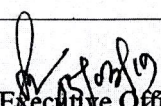


The rate of Stationary Articles article is to be quoted as per proforma follows .

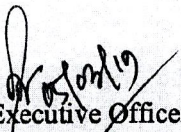
Sl no.	List of Stationary Articles	Approximate yearly requirement (in No/unit)	Rate per unit
1.	Note sheet (with printing)		
2.	Cleaning Brush	12 pcs	
3.	Battery (1050) Eveready)	24 pcs	
4.	Cash Book (with printing) 300 folio	1 nos. general and 1 nos treasury cash book	
5.	Cloth Duster (Cotton)	24no.	
6.	Compact Disk (Moser bear)	24 pcs	
7.	Iron Chain	2' 24 nos	
8.	Calculator (12 digit Casio commercial)	6 nos.	
9.	Envelop (with printing)		
10.	Flap	48 pcs	
11.	Fevistick	12 nos.	
12.	First aid Box (Complete)	2 nos.	
13.	Band aid	12 nos.	
14.	Gum tube	12 nos.	
15.	HIT (Black& Red)	12 nos./ 12 nos each	
16.	Computer ink EPSON L360 – HP 802 . HP LASOR Jet 1020 plus SAMSUNG XPRESS M 2021- 1 set.	3nos.black and 1 set colour 3 nos. set (colour and b/w) 2 no. 1 no.	
17.	Gem's clip (assorted)	12 packets	
18.	Mosquito liquidator (Good night/ Morten)	12 nos.	
19.	Pen (Duel) red & blue (good quality)	3 Box	
20.	Pen (Fine grip)	Red, Black, Blue, Green 10 pcs. of each item	
21.	Pen (Add Gel)	Red Black . Blue.. Green 10 pcs. of each item	
22.	Paper for photocopy (J K Bond)	A4. 16 Rims A6 8 Rims (best quality)	
23.	Stapler Pin (Max)	12 boxes (best Quality)	
24.	Stapler (Max)	12 pcs (Best Quality)	
25.	Pin (Assorted)	12 boxes	
26.	Battery AA (Alkaline)	12 pcs	
27.	Battery AAA (Alkaline)	12 pcs	
28.	Stamp Pad	12 pcs	
29.	Stamp Pad Ink	6 bottles	
30.	'R -6, R - 9 cleaning chemical	5 lts. each	
31.	Paste it flag of different colour	12 packets	
32.	Wooden pencil (Kohinoor HB)	1 box	
33.	Writing pad (Big)	12 Pcs	
34.	Writing pad (Medium)	12 pcs	
35.	Writing pad (Small)	12 Pcs	
36.	Sharpener	12 pcs	
37.	Perforator (Max)	6	

38	Paper weight	12 pcs	
39	Rexene	12 Pcs	
40	Refill for finegrip pen (Black ..Blue .. Red)	12 pcs. of each colours	
41	Refill for Duel pen	(Red 6 pcs... Black 12 pcs ... blue 12 pcs)	
42	Room freshener (Godrej) of different fragrances	24 pcs of different fragrances (Best quality)	
43	Register	4 no. 6 pcs. 6 no. 6 pcs	
44	Rubber Band	2 Packets	
45	Scale	6 pcs	-
46	Soap (Lifebuoy)	12 pcs	
47	Volini spray	2 pcs	
48	Suthol	2 pcs	
49	Metal Tape	3 nos . 5 trs	
50	Cello tape	½ "12 pcs & 1" 12 pcs	
51	Towel (Bombay Dyeing)	Big 6 pcs. & Medium 6 pcs	
52	LED Torch (Eveready)	6 nos . (best quality)	
53	Steel Tape	3 nos. 5 mtrs	
54	Thread ball	12 nos	
55	White Cotton tape	12 nos.	
56	Tag File (With printing)	4 dozens	
57	Flat file (With printing)	4 dozens	
58	Cover File(With printing)	4 dozens	
59	Arch file	2 dozens	
60	Half File(With printing)	4 dozens	
61	Umbrella (K. C. Paul)	6 nos	
62	Waste Paper Baskets	12 nos	
63	Wooden Pen stand	12 nos.	
64	White fluid for correction (Eraz - ex/ faber castell)	6 nos	
65	Boar needle	6 nos.	
66	Odonil of different fragrances	12 nos .	
67	Peon book	12 nos.	
68	Lizol	6 pcs.	
69	Pen drive (16 GB)Scandisk	06 pcs.	
70	Paper Cutter knife	12 pcs	
71	White Board Marker pen W/B	12 pc	
72	Battery (1050) Eveready)	24 pcs	
73	Iron Chain	2' 24 nos	
74	Lock PALAM 7 levers	12 nos	
	DO 6 levers	12 nos	
75	Key Ring with No. Plate	100 pcs	
76	Sickle	12nos.	
77	Belcha	10nos	
78	Hand Belcha	10nos	


 Chief Executive Officer
 Vivekananda Yuba Bharati Krirangan

Copy forwarded for Vide publication by hanging in the Notice Board to:- :

1. The Commissioner, Bidhannagar Municipal Corporation.
2. The District Magistrate, North 24 Parganas.
3. The Sub-Divisional Officer, Bidhannagar..
4. Sri. J. Das, WBCS (Exe), Deputy Secretary, Department of Department of Youth Services & Sports with a request to publish in Departmental Website.
5. The Notice Board of this Office.
6. Guard File.


Chief Executive Officer
Vivekananda Yuba Bharati Krirangan

No: 193/VYBK/19

Dated: 05-03-2019

NOTICE INVITING QUOTATION

All Government. approved Wholesale Consumers Co-operative Societies are invited to quote the rate of Stationary Articles in following proforma for the period from 0, April, 2019 to 31.March, 2020 in a sealed cover with specimen sample to be submitted to the Office of Chief Executive Officer, Vivekananda Yuba Bharati Krirangan latest by 2:00 Pm on13-.03-2019.

The sealed cover will be opened on 13.03.2019 at the Chamber of Chief Executive Officer, Vivekananda Yuba Bharati Krirangan at 3:00 Pm.

All the Stationary Articles to be delivered must be according to the sample. The representatives are advised to visit this Office to inspect the sample.

The Co-operative concerned whose quotations will be accepted must supply the articles within ten days failing which their offer will be rejected without further notice and they will be blacklisted for any subsequent purchase of articles from this Office.

1. The supplier will supply the materials at the Vivekananda Yuba Bharati Krirangan Office. No transportation charge will be given.
2. The rate quoted by the suppliers should be inclusive of all cost and taxes
3. No claim for damage/pilferage would be entertained.
4. I.Tax/ GST certificates etc. to be submitted along with the quotation.
5. Payment will be made on submission of bill in Triplicate to this Office.
6. The Vivekananda Yuba Bharati Krirangan Office authority does not bind itself to accept the lowest bid and also can reject any quotation without showing any reason whatsoever.
7. The supplier will be obliged to supply the Stationeries within 24 (Twenty four) hours as per the instruction by the Vivekananda Yuba Bharati Krirangan Office authority in case of an emergency.
8. The quotation will have to be dropped in the Tender Box in this Office within stipulated time.
9. Sample and format may kindly be verified from this office before furnishing any rates.

