

Hooghly River Bridge Commissioners

Munshi Prem Chand Sarani
(ST. Georges Gate Road)
Kolkata-700021

Notice Inviting quotation

NIQ No.HRBC/Establishment/02/2017-18, Dated-30.06.2017.

Sealed Offers in the prescribed form are invited for the Stationery articles/Computer Ink Cartridges etc(as per list enclosed) from reputed suppliers having headquarter in Kolkata.

1. Name of work :-
 - a) Supply of different stationary articles Including Toner cartridges etc.

2. Firm eligible to submit offers :- Bonafide firms having -
 - a) Experience in similar type of work during the last two years preferable in Govt./Govt. undertakings/ Statutory -organisation , etc.

 - b)
 - 1.Service tax clearance certificate .
 - 2.Professional tax clearance certificate.
 - 3.Income Tax (PAN Card).
 - 4.Vat clearance certificate.
 - 5.Trade Licence.

3. Self attested photo copies of all the documents as mentioned in the Sl. No.-2 shall have to be submitted along with offers. The original documents must be shown for Verification at the time as and when asked for.
4. An earnest money of Rs.10, 000/-only is to be deposited by bank draft in favour of " Hooghly River Bridge commissioners ", to be attached with rate quotation.
5. Supplier empanelled and selected must be always in readiness to supply materials with in 3days from the date of issue of supply order for which they should keep regular contact with the HRBC office
6. Offered rates must be quoted in the prescribed format only, annexed with this notice, In sealed cover in the tender box lying in this office i.e. in the chamber of Asstt. Secretary of HRBC as per programme given below.
7. The Selection will be done on item-wise lowest rates of offer. In other words, the lowest rate available for each of the single item will be accepted. Quality of the items to be supplied shall have to be up to the satisfaction of this office.
8. Last date of submission of offered rates :- 10.07.2017. upto 3 pm.
9. Date of opening of quotation papers :- 10.07.2017. 4 pm.
In case the office remain closed on the stipulated date, date of submission / opening of quotation will be made on very next working day at same time and venue.
10. The authority of HRBC reserves the right to cancel any or all the quotations without assigning any reason thereof.

N.B Corrigendum/addendum to NIQ / TENDER condition , if any , shall be indicated only in HRBC website i.e. www.hrbc.in , it is advised to visit HRBC website regularly.

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Secretary / HRBC

Date:30.06.2017

No. HRBC HRBC/Establishment/02/2016-17/ 518(7)

Copy forwarded for information to :-

1. Vice - Chairman, HRBC .
2. P.M.(Elect) , HRBC (Chairman of Tender Committee)
3. Director(PI & Dn),HRBC.He is requested to upload copy of this NIQ in HRBC website.
4. Sr. A.O. HRBC (Member of Tender Committee) .
5. A.O. HRBC .
6. Asstt. Secretary (Convenor of tender committee) .
7. Notice Board, HRBC

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Secretary / HRBC

List of Computer Ink & Stationery Articles

Offered Rates

| SI No | Item name | Quantity required | Unit | Specification | Rates offered per unit |
|-------|------------------------------|-------------------|------|------------------------------------|------------------------|
| 1 | HP-15D | 3 | pcs | Black | |
| 2 | HP-21 | 3 | pcs | Black | |
| 3 | HP-22 | 3 | pcs | Colour | |
| 4 | HP- 88A Toner(1007) | 5 | pcs | Black | |
| 5 | HP-124A | 1 | pcs | Black | |
| 6 | HP-124A | 1 | pcs | Colour | |
| 7 | HP-126A (CE 310A) | 2 | pcs | Black | |
| 8 | HP-128A(CE 311A-13A) | 2 | pcs | Colour | |
| 9 | HP-K 550 | 1 | pcs | Black | |
| 10 | HP-K 550 | 1 | pcs | Colour | |
| 11 | HP-802 | 15 | pcs | Black | |
| 12 | HP-802 | 10 | pcs | Colour | |
| 13 | HP-803 | 3 | pcs | Black | |
| 14 | HP-803 | 3 | pcs | Colour | |
| 15 | HP -818 | 6 | pcs | Black | |
| 16 | HP- 818 | 6 | pcs | Colour | |
| 17 | HP -853 | 3 | pcs | Black | |
| 18 | HP-857 | 3 | pcs | Colour | |
| 19 | HP-932 | 3 | pcs | Black | |
| 20 | HP-933 | 3 | pcs | Colour | |
| 21 | Samsung SCX- 4324 FN. | 2 | pcs | Black | |
| 22 | Samsung ML1610(Toner) | 1 | pcs | Black | |
| 23 | Samsung ML1640(Toner) | 1 | pcs | Black | |
| 24 | DR-2125 (Toner) | 2 | pcs | Black | |
| 25 | Arch File. | 96 | pcs | Ambassador Brand | |
| 26 | BoardFile. | 100 | pcs | As Per Our Specimen. | |
| 27 | File Flap . | 300 | pcs | As Per Our Specimen. | |
| 28 | Hit . | 5 | pcs | Mortin Brand | |
| 29 | Gems Clip. | 50 | pcs | Novex Brand (Small Box) | |
| 30 | Naphtholin Ball. | 25 | pkt | Bengal Chemical. (500 Gr.) Pkt. | |
| 31 | Phenyle. | 15 | jar | Perfumed (5 Ltr.)Jar,Beng.Chemical | |
| 32 | Pencil Cutter. | 20 | pcs | Steel, GD QOLT. | |
| 33 | Rulled Register (6No.) | 15 | pcs | Conquest Paper GD QULT. | |
| 34 | Rulled Register (4No.) | 15 | pcs | Conquest Paper GD QULT. | |
| 35 | Room Spray | 50 | pcs | 220 ML. Primum Brand. | |
| 36 | Soap . | 50 | pcs | (Sunlight). | |
| 37 | Slip Pad. | 48 | Pads | (100 page/pad) Big size | |
| 38 | Stapler Machine (24/6 Size). | 10 | pcs | Kangaroo Brand. | |

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| 39 | Stapler Pin (24/6 Size). | 60 | pcs | Kangaroo Brand. |
| 40 | Tumbler-Water Glass . | 60 | pcs | Yara Brand. (800ml) |
| 41 | Tumbler Lid . | 10 | pcs | 6Nos/pack(Plastic) GD QULT. |
| 42 | Towel . | 20 | pcs | (Big) As Per Our Specimen |
| 43 | Vim Powder. | 20 | pkt | (500 gm) pkt. |
| 44 | Xerox Paper.F.S | 20 | pkt | Copy Power (F.S Size) |
| 45 | Xerox Paper.A4 | 250 | pkt | Copy Power (A4 Size). |
| 46 | Xerox Paper.A3 | 20 | pkt | Copy Power (A3 Size). |
| 47 | File Cover . | 300 | pcs | As Per Our Specimen. |
| 48 | Mop . | 20 | pcs | (Cleaning) Best QULT. |
| 49 | Full Jhara. | 15 | pcs | Gala Brand . |
| 50 | Acid . | 100 | jar | Muratic (500 GM)Jar |
| 51 | Broom Stick . | 20 | kg | long and good quality. |
| 52 | Duster Cloth . | 100 | pcs | (24" × 24") Spl.QULT. |
| 53 | Eraser . | 50 | pcs | Apsara Nondust |
| 54 | Pan Brush . | 15 | pcs | (Cleaning) |
| 55 | Dot Pen. | 20 | pcs | Flora(Two In One)Spl QULT. |
| 56 | Galvanized Basket. | 10 | pcs | (10") GD QULT. |
| 57 | Liquid Soap . | 10 | jar | perfumed (5 Ltr. Jar)sur sol brand. |
| 58 | Wood pencil . | 10 | pkt | ordinary (HB) |
| 59 | Scissor . | 10 | pcs | (8")plastic Handel. |
| 60 | Fevi stick. | 50 | pcs | (Big). |
| 61 | Harpick . | 15 | pcs | (Big). |
| 62 | Cello Gripper Dot Pen | 60 | pkt | (Black & Blue). |
| 63 | Candel. | 5 | pkt | (10") Best QULT. |
| 64 | Bleaching powder. | 20 | pkt | GD QULT.(500gm/pk) |
| 65 | Pin. | 20 | pkt | (100Gram /Pkt) Novex Brand. |
| 66 | Paper Weight . | 50 | pcs | (Flower Design)GD QULT. |
| 67 | Punching Machine . | 15 | pcs | (Double Hole) Kangaru Brand. |
| 68 | Poker . | 15 | pcs | (Bodkin) GD QULT. |
| 69 | Dak Dispatch Register . | 5 | pcs | Conquest Paper (36 No.) |
| 70 | Stamp Pad . | 50 | pads | Faber Castell (Small) |
| 71 | Stamp Pad Ink . | 15 | pcs | (100Gr.)Europa Brand. |
| 72 | Short Hand Book . | 10 | pads | Shilpa Brand. |
| 73 | Stapler Machine . | 10 | pcs | (10 No.) Kangaroo Brand. |
| 74 | Stapler Machine . | 5 | pcs | (DP-800) Kangaroo Brand. |
| 75 | Stapler Pin . | 60 | pcs | (10 No.) Kangaroo Brand. |
| 76 | File Tag . | 30 | bundle | (12") 100Nos./ Bundle. |
| 77 | Waste Paper Bucket . | 15 | pcs | (12") Plastic |
| 78 | Attendance Register . | 15 | pcs | (6No.). Saha Brand. |
| 79 | Binder Clip . | 25 | pkt | (25mm). |

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| 80 | Binder Clip . | 20 | pkt | (19mm). | |
| 81 | Binder Clip . | 25 | pkt | (32mm). | |
| 82 | Stick Pad . | 20 | pkt | (Big size). | |
| 83 | Stick Pad . | 20 | pkt | (Medium size). | |
| 84 | Slip Pad . | 60 | pads | (100 page/pad) Small size. | |
| 85 | Marking Flag . | 5 | pkt | (Four Colour). | |
| 85 | Four Fold File . | 100 | pcs | Plastic Laminated | |
| 87 | Loose Sheet Paper Bndl . | 15 | pkt | As Per Our Specimen. | |
| 88 | Odonil . | 10 | pcs | (Small Pack) | |
| 89 | Photo Paper . | 2 | pkt | A4 Size. | |
| 90 | Pin Cushion. | 20 | pcs | Best QULT. | |
| 91 | Tea Coaster (With Stand). | 6 | pkt | Best QULT. | |
| 92 | Ashtray . | 5 | pcs | GD QULT. | |
| 93 | Brown Tape . | 24 | pcs | (1" Size) | |
| 94 | Chanel File . | 100 | pcs | GD QULT. | |
| 95 | Cello Tape. | 24 | pcs | (1" Size) Big. | |
| 96 | Cello Tape. | 24 | pcs | (1/2" Size) Small. | |
| 97 | Desk Calender with Pen Stand. | 30 | pcs | Best QULT. | |
| 98 | Quarter. | 10 | pkt | (100gm Pk) Best QULT | |
| 99 | Gala. | 5 | pkt | | |
| 100 | Highlighter Pen . | 60 | pcs | Faber Castle | |
| 101 | Scale . | 20 | pcs | (plastic) 12". | |
| 102 | Whitner Pen . | 30 | pcs | (Oval). | |
| 103 | Coling Spray . | 5 | pcs | | |
| 104 | Punching Machine . | 5 | pcs | (1 Hole) Kangaroo Brand. | |
| 105 | Plastic Water Bottle . | 12 | pcs | Milton | |
| 106 | Plastic Bottom Folder . | 24 | pcs | Good Quality . | |
| 107 | Plastic " L " Folder . | 24 | pcs | Good Quality | |
| 108 | Car Duster . | 6 | pcs | Big Size. | |
| 109 | Jel Pen | 40 | pcs | Linc | |
| 110 | Dot Pen (Use and Through). | 6 | pcs | Fort | |