

Government of West Bengal

Office of the District Magistrate & Collector, Malda
(Forms & Stationery Section)

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7719360720 Website:: www.malda.gov.in
WBCS(Exe)

HELPLINE ::
Sri, S, Roy,

NIeT No. 01 /F&S

Notice inviting e-e TENDER

Dated, 04 /10/2018

The e-Tenders are hereby invited from bonafide Farms/Printing Press/Stationery articles suppliers and experienced agencies with previous supply related credentials for supplying the Forms, Register and Stationery Articles and other specification as noted against each articles/items for the year 2018-2019.

Terms & Conditions:

1. Intending agencies shall have to submit rate for the above items separately which must NOT be higher than the estimated price as per BOQ of e-tender. Tenders should be accompany necessary papers in support of credential, experience of previous supply, GST registration, Last 3 years Financial Turn Over and Last 3 years IT certificate.
2. The agency must have experience of supply of related items which should be the minimum amount of Rs. 1,00,000/- in a single order.
3. Each Tender should accompany earnest money amounting Rs. 20,000/- in form of Net Banking/ NEFT through e-Tender Portal of Government of West Bengal (<https://wbtenders.gov.in>).
4. Conditional Tenders will be rejected.
5. IT will be deducted from the Net Bill amount.
6. Technical bid and financial bid duly digitally signed by the bidder shall be submitted in technical and financial proposal concurrently within stipulated date and time through the website <https://wbtenders.gov.in>
7. Tender will be opened in presence of applicant who may like to be present at that time.
8. Undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
9. The successful participants will have to enter into an agreement to be furnished in a non-judicial stamp worth Rs. 50/- (Rupees fifty) only regarding Terms and Condition for supplying Forms, Registers & Stationery articles.
10. The rate quoted should remain valid for financial year 2018-19 & likely to be extended for a further period of time if authority so desires.
11. Sample of non-branded stationery articles & paper for printing of Forms are to be shown in the Forms & Stationery Section before of submission of tender.
12. In case of Stationary, Forms & Registers, supply should be completed within the scheduled time as will be noted in supply order.
13. The price/rate quoted in the list of the articles shall be inclusive of all charges including delivery at the office of the District Magistrate, Malda.
14. Detailed information will be available from the office of the Forms & Stationery section on any working day upto 18.09.2017 at 11.00.a.m. to 2.00 p.m.

Last Date and Time of submission of e-Tender:: 12.10.2018 at 5.00PM

Date and time of opening of e-Tender (Technical Bid):: 26.10.2018 at 12.00 Noon

Date and time of opening of e-Tender (Financial Bid):: 29.10.2018 at 02.00PM

Acceptance of lowest rate is not obligatory and the undersigned reserves the right to accept or reject any or all the quotations without assigning any reason thereof.

Additional District Magistrate (G)
Malda

Memo No 60 (48)1/F &S

Dated, 04 /10 /2018

Copy forwarded for information with request to arrange for wide publicity to:-

1. The Divisional Railway Manager, Malda.
2. The Superintendent of Police, Malda
3. The Superintendent of Post Offices, Malda HPO, Malda/ The SDO Sadar, Malda.
4. The SDO, Chanchal, Malda.
5. The Secretary, Malda Zilla Parishad
6. The District Informatics Officer, NIC, Malda with a request to publish in the district website/ The NDC, Malda Collectorate
7. The BDO (all), Malda
8. The Executive Officer, Englishbazar Municipality.
9. The District Information & Culture Officer, Malda.
10. Office Notice Board of this Office. +

Additional District Magistrate (G)
Malda