



2011

CENSUS OF INDIA



भारत सरकार • Government of India

हि मागण • Ministry of Home Affairs

जनगणना कार्य निदेशालय, पश्चिम बंगाल

Directorate of Census Operations, West Bengal

JANGANANA BHAWAN

जनगणना भवन

IB-199, SECTOR III, SALT LAKE CITY, KOLKATA-700106

IB-199, SECTOR III, SALT LAKE CITY, KOLKATA-700106

Phone: (033) 2335 2273 • Tele Fax: (033) 2335 2273 • E-mail: dco-wb@nic.gov.in

D-15019/3/2014/Estt./2579

Dated: - 11.02.2016

18

NOTICE INVITING QUOTATION

Sealed rate quotations are invited from reputed Co-Operative Societies / firms for supply of different types of "Stores & Stationery items" as mentioned in Annexure-I & II (enclosed) for office use as per this office requirement, strictly maintaining our specification/model of items attached herewith. The same are to be submitted in sealed envelope superscribing "Quotation for Stores & Stationery Items" so as to reach this office within 3.00 P.M. on 29<sup>th</sup> February, 2016 and will be opened on the same day at 3.30 p.m. in this office in presence of the bidders or their representatives if any.

The quotations are to be dropped in the "Tender Box" placed in the right hand side of the office entrance at Ground floor, of DCO W.B., JANGANANA BHAWAN, IB-199, Salt Lake, Sector-III, Kolkata-700106. If any successful bidder denies supplying as per their offered rate, action will be taken as per Government of India Rules & Regulations. Each page of the rate quotation must have sealed and signed of the bidder. The Tenderers must be accompanied by the photocopies of the following:

1. Registration No. of the Firm
  2. PAN / TIN and VAT No.
  3. A self-attested certificate specifying that the firm has not been blacklisted by any Govt. Organization.
- Quotations received after the specified date and time will not be entertained.

The Directorate of Census Operations, West Bengal, however, reserves the right to reject any or all quotations without assigning any reason thereof.

Terms and Conditions

- a) The period of quotations and the rates accepted by this office will remain valid and fixed for a period of one year from the date of acceptance of rates.
- b) The prospective bidders are required to quote their best rates inclusive of all taxes and transportation, loading / unloading and delivery charges in Annexure-I for store items (pages 1/3 to 3/3) and in Annexure-II for stationery items (pages 1/5 to 5/5)
- c) All tender documents and enclosures are to be signed and stamped.
- d) Purchase will be made as per this office requirement.
- e) Payment will be released on submission of bills in triplicate within one month after satisfactory supply of the items.

  
15/2/2016  
(Dr. P. C. Coomar)  
Joint Director

TO

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Copy to:-

1. All members of Tender/Purchase Committee
- ✓ 2. ORGI website [www.censusindia.gov.in/tender-SII](http://www.censusindia.gov.in/tender-SII) Prashant Kumar, DEO 'B' for necessary action please
3. Office Notice Board (Saltlake/Behala/ SSC, Badu).
4. File No.D.15019/2/2011/Estt.

List of <b>Store</b> items with specification for submitting of rates inclusive VAT etc.					
NOTICE INVITING QUOTATION' No. D.15019/3/2014/Estt/ 2579 dated: 18.02.16					
Sl. No.	Name of <b>Store</b> Items	Specification / Brand	Unit	Rate inclusive VAT etc.	Net Price (incl. VAT)
1	3	3	4	5	6
1	Acid Carboric (100 ml bottle)	(100 ml bottle)	bottle		
2	Ammonia liquid (100 ml bottle)	500 ml bottle	bottle		
3	Ash-Tray	as per sample	pc		
4	Bag (Gunny)	as per sample	pc		
5	Bag (cloth)	as per sample			
6	Bag (Jute)	as per sample	pc		
7	Bag(Side / Portfolio)	as per sample	pc		
8	Bag -side (Jeans cloth)-FS	as per sample	pc		
9	Bucket - plastic (10 litres)	as per sample	pc		
10	Bucket (Iron)(10 litres)	as per sample	pc		
11	Battery for Calculator/ Wall clock (1015)	Eveready	pc		
12	Battery for Fax "AAA" Battery	Eveready	pc		
13	Battery for Torch	Eveready	pc		
14	Baygon Spray(1 lit. bottle)	as per sample	bottle		
15	Belcha (Hand)-plastic	VIPIN / 6204	pc		
16	Bena (Iron make)		pc		
17	Black Tape		pc		
18	Bleaching Powder (500 gm pkt.)	Local	pkt.		
19	Broom Stick (1 kg) pc		pc		
20	Brush (1.5")- (Toilet)		pc		
21	Brush (Toilet) Chamber Brush)	Bag Plus	pc		
22	Bulb 100 watts (Philips)	Philips	pc		
23	Bulb 200 watts (Philips)	Philips	pc		
24	Bulb 60 Watts (Philips)	Philips	pc		
25	Busket for Waste paper	Deepak WPB (Big)	pc		
26	Battam for tube light (single)	Philips	pc		
27	Bulb CFL 20 watt	Philips	pc		
28	Bulb for Torch	Eveready	pc		
29	Calculator (10 digit)	Orpat	pc		
30	Calculator (12 digit)	Citizen	pc		
31	Calling Bell - (Manual)	Citizen 555	pc		
32	Capacitor for fan 250 volt (3.15 MF)	Philips / Priya	pc		
33	CD-R (80 MIN 700 MB) with pouch	Moserbaer (Pro) 4X-10X	pc		
34	CD-R(80 MIN 700 MB) blank without pouch	Moserbaer (Pro) 4X-10X	pc		
35	CD-R Blank (80 MIN 700 MB) along with jewel box	Moserbaer (Pro) 4X-10X	pc		

Signature with date :

Name in (Capital Letters):

Name of the Agency:

Tel/Fax/Email ID:

Office Seal:

				Annexure- I (2/3)	
1	3	3	4	5	6
36	CD-R Blank (80 MIN 700 MB) along with jewel box	Moserbaer (Pro) 4X-10X	pc		
37	CD-RW Blank (80 MIN 700 MB) along with jewel box	Moserbaer (Pro) 4X-10X	pc		
38	CD/Floppy Cleaner	as per sample	pc		
39	Choke Philips <i>electronics</i>	Philips	pc		
40	Colin (500 ml) bottle	Reckitt Benckiser	pc		
41	Corrugated box (19.5"X14.5"X11.5")	as per sample	pc		
42	Cup & Plate	Laopala	6 pcs set		
43	Dendrite Tube (10 ml)	Dendrite	pc		
44	Dettol (60 ml)	as per sample	bottle		
45	Door mat (24" X 18')	as per sample	pc		
46	Duster ( 24" X 24")	as per sample	pc		
47	DVD-R along with pouch	Moserbaer (Pro) 4X-10X	pc		
48	DVD-RW along with pouch	Moserbaer (Pro) 4X-10X	pc		
49	DVD-R along with jewel box-700MB	Moserbaer (Pro) 4X-10X			
50	Emergency light (BPL)	BPL	pc		
51	Extension Cord (6 amp) with 5 mtrs. Wire	SKIL	pc		
52	Flour		kg		
53	Foam		mtr.		
54	File Folder(Plastic)A-4	KING	pc		
55	File Folder(Plastic)FS size	KING	pc		
56	File Folder(Plastic)A-3	KING	pc		
57	File Tray (Plastic) 18"X10"	as per sample	pc		
58	Fuse 15 ampire	15 amp.	pc		
59	Glass Table Top-4'x2'(6 mm)		Sq.ft.		
60	Hammer 1 pound		pc		
61	Harpic (650 ml) All in one	Power Plus	bottle		
62	Holder for bulb	Pritam	pc		
63	Holder for tube light	Pretty	pc		
64	HUB 4 Port USB 2.0 - ( E-4U 2)	Philips	pc		
65	Jug -big	SONAR	pc		
66	Jute duster(floor) 1 Kg.		pc		
67	Knife ( Good quality) S. Steel	Prime / Dora	pc		
68	Key board	(TVS gold)			
69	Lock & Key- 6 liver	Link/Godrej	pc		
70	Lock & Key- 7 liver	Link/Godrej	pc		

Signature with date :

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				Annexure- 1 (3/3)	
1	2	3	4	5	6
71	Mouse Pad		pc		
72	Mouse-USB	HP	pc		
73	Mug (plastic)	Shruty Small	pc		
74	Markin Cloth/ Packing cloth	as per sample	mtr.		
75	Napthaline Ball (250 gm. Pkt.)	Bengal's	pkt.		
76	Nirma 1 kg. pkt	1 kg. pkt	pkt.		
77	Notesheet pad-block (Stationery)	as per sample	pc		
78	Pen Drive -4GB/8GB/16GB		pc		
79	Phenyle (5 ltr. Jar)	Phytofresh	Jar		
80	Plug 2 pin (Base) 6 amp.	Anchor/Moduler	pc		
81	Plug 3 pin (Base) 6 amp.	Anchor/Moduler	pc		
82	Plug 2 pin Top.	Anchor/Moduler	pc		
83	Plug 3 pin Top	Anchor/Moduler	pc		
84	Plug 5 pin (Base) 6 amp.	Anchor/Moduler	pc		
85	Plug 5 pin Top 6 amp.	Anchor/Moduler	pc		
86	Plug 5 pin (Base) 15 amp.	Anchor/Moduler	pc		
87	Plug 5 pin Top 15 amp.	Anchor/Moduler	pc		
88	Punch		pc		
89	Regulator for Fan		pc		
90	Spike buster for PC with 5 mtrs. wire/cable	Havels.	pc		
91	Shalu cloth Red		mtr.		
92	Softwire (Anti-virus) <i>3 user 1 year</i>	<i>Kaspersky</i>	pc		
93	Starter (Philips)	Philips	pc		
94	Switch ( <i>Piano type</i> )	15 amp.	pc		
95	Tea Pot		pc		
96	Tester		pc		
97	Thread Ball (Jute)		Ball		
98	Thread Sutli		Ball		
99	Torch 2 Cell (Metal body)	Eveready	pc		
100	Torch 3 Cell (Metal body)	Eveready	pc		
101	Towel	Chairman Gold	pc		
102	Towel for officer	VIP	pc		
103	Tube light-4' (28 watt) (Philips)	Philips	pc		
104	<del>Vim Powder (1 Kg. pkt.)</del>		pkt.		
105	Wall Clock (Ajanta/Rewa/Orpet)	(Ajanta/Rewa/Orpet)	pc		
106	Wire Cable - 1.5mm		pc		
107	White Board (2' x 3') for display of Hindi Dainik Sabda	<i>Col. Korus</i>	<i>pc</i>		

I/We agree to the terms and conditions as mentioned in the Notice Inviting Quotation No. D-15019/3/2014/Estt/ 2579 dated 18.02.2016 issued by the DCO, WB

Signature with date :

Name in (Capital Letters):

Name of the Agency:

Tel/Fax/Email ID:

Office Seal:

List of **Stationery** items with specification for submitting of rates inclusive VAT etc.  
 NOTICE INVITING QUOTATION' No. D.15019/3/2014/Estt/2579 dated: 18.02.2016

Sl. No.	Name of Stationery Items	Specification/Brand	Unit	Rate inclusive VAT etc.	Net Price (incl VAT)
1	2	3	4	5	6
1	Alpin	100gm pkt.	pkt.		
2	Ammonia Paper per Roll		pc		
3	Blade	Master	pc		
4	Bodkin		pc		
5	Band Aid		pcs		
6	Bandage		pkt.		
7	Beleha (Plastic) big (good quality)		pc		
8	Bodkin	As per sample	pc.		
9	Board Pin	100 gm pkt.	pkt.		
10	Burnol	100ml.	Phial		
11	Candle(big)	6pcs pkt.	pkt.		
12	Carbon Paper Blue big (Kores) 100 pcs. pkt.	(Kores) -100 pcs pkt.	pkt.		
13	Carbon Blue Small (Kores)	(Kores) -100 pcs pkt.	pkt.		
14	Carbon Paper Black Small (Kores)	(Kores) -100 pcs pkt.	pkt.		
15	CD Mailer	As per sample	pc		
16	CD Pouch	As per sample	pc		
17	Cello Tape-1/2" Transparent	Wonder/ Miracle	pc		
18	Cello Tape-1"(30 mtrs.)- Transparent	Wonder/ Miracle (30 mtrs.)	pc		
19	Cello Tape-2"(30 mtrs.) (30 mtrs.) -Transparent	Wonder/ Miracle (30 mtrs.)	pc		
20	Census Pad Ordinary -24 Sheets	As per sample	pc		
21	Census Pad Special-24 Sheets	As per sample	pc		
22	Chalk Pencil - white in box		box		
23	Cheque Security Sticker (500 pcs pkt.)	(500 pcs pkt.)	Pkt.		
24	Choke Philips	Philips	pc		
25	Cleaner for CD/floppy		pc		
26	Clip - Paper clip (Metal ) -50 PCS		pkt.		
27	Clip for Board		pc		
28	Chlorine	Per kg.	Kg		
29	Colour Pencil (10 pcs pkt.)	Nataraj	pkt		
30	Copper Sulphate / Tunte for binding		Kg		
31	Correction fluid with diluter	Kores	Pc		
32	Cotton- 100 gms pkt		Pkt.		
33	Cushion Magnetic	Magnetic	pc		
34	Desk Calendar		pc		
35	Desk Calendar Stand Desk		pc		
36	Dettol / (50 gms bottle)	(50 gms bottle)	bottle		
37	Dendrite 20 gm		pc		
38	Domex (500 ml)	500 ml. bottle	bottle		
39	Drafting Paper (good quality) 40 GSM		Ream		
40	Engagement Stand		pc		

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1	2	3	4	5	6
41	Engagement Diary		pc		
42	Envelope SE-4 (printed)	As per sample	1000 pcs		
43	Envelope SE-5(printed)	As per sample	1000 pcs		
44	Envelope SE-6(printed)	As per sample	1000 pcs		
45	Envelope SE-7(printed)	As per sample	1000 pcs		
46	Envelope SE-7A(printed)	As per sample	1000 pcs		
47	Envelope SE-8(printed)	As per sample	1000 pcs		
48	Envelope SE-8A(printed)	As per sample	1000 pcs		
49	Erasure Rotring	Rotring	pc		
50	Eraz-Ex-Pen	Faber Castell	pc		
51	Fax Roll-Mitsubishi (210 MM/30 mtrs.)	Mitsubishi-30 mtrs.	pc		
52	Feather Duster	As per sample	pc		
53	Fevicol-500 gm		pc		
54	Fevi stick - super 08 gms.	SUPER	pc		
55	File Band (good quality)	As per sample	pc		
56	File Board	As per sample	pc		
57	File Cover-as per our office sample	As per sample	pc		
58	File Tray (Plastic)- 18"X10"		pc		
59	Fitkiri in Kg		Kg		
60	Flag colour (for sticking file)	Jinxin (100 sheets.pkt)	Pkt.		
61	Flour (1Kg.)		Kg.		
62	Foam (50 pcs pkt)	(50 pcs pkt.)	pc		
63	Folder-Plastic FS Size (best quality)	Button type	pc		
64	Fuse	Pritam	pc		
65	Folder-Plastic A3 Size	Button type	pc		
66	Gems clip-plastic coated (50 pcs pkt)		pc.		
67	Glass- Lid	(50 pcs pkt.)	doz		
68	Glass Mat		doz		
69	Glass Tumbler Ordinary	Yera	doz		
70	Glue Stick (spcl.)	Yera	pc		
71	Gum Paste big (700 ml)	Print (Office Paste)	bottle		
72	Gum tube (50 ml)	Kores	tube		
73	Ink violet for Rubber stamp-	500 ml. bottle	bottle		
74	Jhul Jharan (long)	Long Stiek	pc		
75	Magnifying Glass		pc		
76	Matches		pc		
77	Mosquito Repellent Spray	HIT	pc		
78	Mosquito Repellent oil with machine	Good knight	pkt.		
79	Mosquito Repellent Coil / Mortein				
80	Needle big size				

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1	2	3	4	5	6
81	Note Sheet Pad -100 sheet (blocked)-				
82	Nylon Thread 500 gm roll		pc		
83	Odonil (Squire Stick)50 gms.X 4		500 gm roll		
84	Packing Paper (brown)	Orchid Dew	pkt.		
85	Packing Paper (Laminated)	100 pcs pkt	Pkt.		
86	Paper (Green)	100 pcs pkt	Pkt.		
87	Paper Cutter/Knife	100 pcs pkt	Pkt.		
88	Pencil (blue) 10 pcs pkt.	Dora	pc		
89	Pencil (Camlin) 10 pcs pkt.	Nataraj	Pkt.		
90	Pencil (red) 10 pcs pkt.	Camlin	Pkt.		
91	Pencil Lead H.B.	Nataraj	Pkt.		
92	Pencil Lead for mechanical	Nataraj/Apsara -Extra dark	pkt		
93	Pencil (drawing)-coloured-10 pcs pkt.	WIN	pc		
95	Pen Ordinary (Line Smart Gel)	Nataraj	Pkt.		
96	Pen Line Sensor	Link/Smart Gel	pc		
97	Pen Line Executive	Line Sensor/Ball Pen	pc		
98	Pen for Officer	Line Executive	pc		
99	Pen Stand (four pen)	Ad Gel Achiver	pc		
100	Pen Stand (two pen)	Morison	pc		
101	Pen (Sketch Pen) (spcl.)	Morison	pc		
102	Pen - CD Marker	Luxor/Camlin	pc		
103	Pen Marker- thick	Luxor/Faver Castel	pc		
104	Pen for Writing on white Board	thick Marker	pc		
105	Pen - Highlighter (spcl.)		pc		
106	Pen- Jotter	Luxor/Favre Castle	pc		
107	Pen Stand/Holder	Jotter	pc		
108	Phool Jharu	Morison	pc		
109	Pilot Pen ink (spe.)	Good quality	pc		
110	Pin Clip Container	Sulekha	pc		
111	Pump Rubber	Magnetic	pc		
112	Puncher (one hole)	as per sample	pc		
113	Red (Shalu cloth)	Ma/Kangaroo	pc		
114	Rexin	Mtr.	Mtr.		
115	Room Freshner	Mtr.	Mtr.		
116	Register Ruled (1/2 Qr)	Premium/odonil	pc		
117	Register Ruled (1 Qr)	As per sample	pc		
118	Register Ruled (5 Qr)	As per sample	pc		
119	Register Ruled (6 Qr)	As per sample	pc		
120	Register Blank(1/2 Qr)	As per sample	pc		

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1	2	3	4	5	6
121	Register Blank (1 Qr)	As per sample	pc		
122	Register Ruled (5 Qr)	As per sample	pc		
123	Register Ruled (6 Qr)	As per sample	pc		
124	Register Blank (1/2 Qr)	As per sample	pc		
125	Register Blank (1 Qr)	As per sample	pc		
126	Register Blank (2 Qr)	As per sample	pc		
127	Register Blank (3 Qr)	As per sample	pc		
128	Register Blank (4 Qr)	As per sample	pc		
129	Register Blank (5 Qr)	As per sample	pc		
130	Register Blank (6 Qr)	As per sample	pc		
131	Refill Big Black (100 pcs pkt.)	Line / Luxer	pc		
132	Refill Big Blue (100 pcs pkt.)	Line / Luxer	pc		
133	Refill Small Black (100 pcs pkt.)	Line / <i>win</i>	pkt.		
134	Refill Small Blue (100 pcs pkt.)	Line / <i>win</i>	pkt.		
135	Refill Small-Red (100 pcs pkt.)	Line / <i>win</i>	pkt.		
136	Refill Big-Red (pointed)	Line / <i>win</i>	pkt.		
137	Refill- Gel black (100 pcs pkt.)	Line Ocean gel / <i>win</i>	pkt.		
138	Refill- Gel blue (100 pcs pkt.)	Line Ocean gel / <i>win</i>	pkt.		
139	Refill- Gel green (100 pcs pkt.)	Line Ocean gel / <i>win</i>	pkt.		
140	Refill- Jotter (blue)	Line / <i>win</i>	pc		
141	Refill- Jotter (black)	Line / <i>win</i>	pc		
142	Refill- Gel green (100 pcs pkt.)	Line / <i>win</i>	pc		
143	Room Freshner	Premium			
144	Rubber band 50 pcs pkt.	per pkt.	pc		
145	Ruled Paper ( 24 sheets)		dista		
146	Sealing wax-good quality		pc		
147	Scale 12"-(Plastic)		pc		
148	Scale 12"-(Wooden)	Nataraj	pc		
149	Sealing wax 500 gm. Pkt.	Nataraj	pc		
150	Sponge water		Pkt.		
151	Scissor (Metal) 8"		pc		
152	Sharpener Pencil (Nataraj)	Titas brand	pc		
153	Signature Pad (9"X12")	Nataraj	pc		
154	Sketch Pen		pc		
155	Slip Pad → <i>ε</i>	Luxer	pc		
156	Soap - 50 gm		pc		
157	Sponge water	(Lifebuoy)	pc		
158	Stand Calendar		pc		
159	Stamp Pad ink 500 ml		bottle		
160	Stamp Pad Self ink	Gripex	pc		

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	2	3	4	5	6
161	Stamp Pad-Big(157X96 mm)				
162	Stapling Machine - 10 Nos.	Gripex	pc		
163	Stapling Machine - 24/6 Nos.	Kangaroo No. 10	pkt		
164	Stapler Pin (10 Nos.)	Kangaroo HD-45N	pc		
165	Stapler Pin ( 24/6 Nos. )	Max/Kangaroo	pkt.		
166	Sticker for Cheque security -500 pcs pkt.	Kangaroo/Nover	bundle		
167	Sutli in kg	500 pcs pkt.	dozen		
168	Table Glass 8 mm (3'X2'		Kg.		
169	Tag (Cotton)-100 pcs bunch		pc		
170	Thread Jute -Ball	As per sample	bunch		
171	Thread (Nylon)		500 gm. ball		
172	Tota cotton thread 400 mt. per roll		500 gm. ball		
173	Tube Light (2'-0")	HP Thread	pc		
174	Vim Powde(1 Kg.Pkt)	PHILIPS			
175	Waste Paper Busket	Kg	pc		
176	Wiper with sponge duster- Metal handle	As per sample	pc		
177	Wiper with rubber- Metal handle (2'-0")	As per sample	pc		
178	Wiper with Duster- Metal handle	As per sample	pc		
179	Wrapping paper-100 sheets Pkt.	As per sample	pkt		
180	Writing Pad (6"x 8")-good quality 24 sheets	100 sheets Pkt.	Pkt.		
181	Writing Pad (8"x 10")-good quality 24 sheets	As per sample	pc		
		As per sample	pc		

I/We agree to the terms and conditions as mentioned in the Notice Inviting Quotation No. D-15019/3/2014/Estt/ 2579 dated 18.02.2016 issued by the DCO, WB

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