



भारत सरकार
Government of India

गृह मंत्रालय
Ministry of Home Affairs

जनगणना कार्य निदेशालय, पश्चिम बंगाल

Directorate of Census Operations, West Bengal

जनगणना भवन, आई.बी.- 199, सेक्टर-III, साल्ट लेक, कोलकाता-700106.

Janganana Bhawan, IB-199, Sector-III, Salt Lake, Kolkata -700106.

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वेबसाईट/Website- www.censusindia.gov.in



REGISTER
EVERY
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पत्र संख्या/Letter No: S.24020/19/SRS-WB /3097

दिनांक/Date: 14.01.2019

2020

NOTICE INVITING QUOTATIONS

Sealed quotations are hereby invited from reputed Co-operative Societies/Firms for supply of items mentioned in Annexure-I for official use as per this office requirement strictly maintaining our specification of items. The same are to be submitted in sealed envelope super scribing (Quotation for SRS Training items) , so as to reach this office within 3.00 P.M. on 20.01.2020 and will be opened on the same day at 4 P.M. in this office in presence of bidders or their representatives.

The quotations are to be dropped in the "Tender Box" placed in the right hand side of the office entrance at Ground Floor of Directorate of Census Operations, West Bengal ,Janganana Bhawan,IB-199.Sector – III,Salt Lake City,Kolkata – 700106 or through speed post to be received on or before due date. 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 Tender must be accompanied by the photo copies 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. Organisation.

Quotation 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 & Conditions

- a) The cost of the set (Water proof folder-1 no., Writing pad-1 no. and ball point pen-2 no.) should not exceed Rs.100/- .
- b) 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.
- c) The prospective bidders are required to quote their best inclusive of all taxes and transportation, loading/unloading and delivery charges in Annexure-I.
- d) All tender documents and enclosures are to be signed and stamped.
- e) Payment will be released on submission of bill in triplicate within one month after satisfactory supply of the items.

P. Dasgupta
(P. Dasgupta) 14/1/2020

Deputy Director

Dated – 14.01.2020

Letter No. S.24020/19/SRS-WB/3097

Copy to

- 1.All members of Tender/purchase committee.
- 2.ORGI website www.censusindia.gov.in/tender - Sri Prashant Kumar, DPA Gr.-A for necessary action.
- 3.Office notice board.

Annexure - I

Prescribed proforma for submission of Bid as per NIQ No. S-24020/19/SRS-WB/ 3097 dt.14.01.2020

With reference to Tender Notice No. S-24020/19/SRS-WB/3097 dt. 14.01.2020 the undersigned furnished below/enclose herewith the following details/documents for consideration.

1. Name & Address of the Agency:

2. Details of documents submitted with Tender (self attested/stamped)

- a) Registration No. of the Firm/Trade Licence/GST Registration
- b) PAN & TIN No. :
- c) Acknowledgement of latest GST returns :
- d) A self attested certificate specifying that the firm has not been blacklisted by any :

Proforma for submission of Tenders :

Sl No.	Description of items	Quantity	Rate quoted per unit including of taxes
1	Water Proof Folder	555 nos.	
2	Writing Pad	555 nos.	
3	Ball Point Pen	1110 nos.	

I/we agree to the terms and conditions as mentioned in the Notice Inviting Quotation No. S-24020/19/SRS-WB/3097 dt.14.01.2020

Signature with Date :

Name In (Capital letters): -