

NOTICE INVITING QUOTATION

Sealed tender are invited from the bonofied Firms/ Stationery articles suppliers/ Co-operative & other registered suppliers for supplying the Register / Stationery articles for office use as per quotation and other specification as noted against each articles/ item as per annexed enclosure (Annexure-I under BGREI/RKVY Scheme) for the year 2018-19.

The intending participants will furnish quote their rate both in words and figure including all taxes in item wise separately mentioned with No./qty./ Size etc. with the following terms and condition :

- i) The Quotationer must have GST registration number (Documents required).
- ii) The Quotationer must have valid PAN (Documents required).
- iii) The Quotationer must have PT registration number & valid Trade License number (Documents required)
- iv) The rate quoted should remain valid for financial year 2018-19 and likely to be extended for a further period of time if authority so desires.
- v) Sample of non-branded stationery articles and register are shown in the Store section of this office before submission of quoted rate.
- vi) The quoted rate in the quotation papers of the articles shall be inclusive of all charges/taxes (GST etc.) with delivery cost. Supply of articles should be completed within the schedule date will be mentioned in the supply order.
- vii) Each page of the price list of the articles may please be signed by the Quotationer.
- viii) The Undersigned shall bind to accept any one or reject all without assigning any reason.


The participants or their authorized representative may remain present at the time of opening the quotation.

The last date of submission of tenderer papers is 27.12.2018 and the same will be open at 2.30 p.m. on that day.

Sealed envelope with the copies of the documents/ papers and list of articles with price offered be dropped in the Sealed Box in the office of the undersigned. Payment will be made through ECS module and taxes will be deducted as per existing norms.

Detailed information will be available from the website www.malda.gov.in and in the notice board of the office of the undersigned.


Encl : Annexure-I.


Asstt. Director of Agriculture (Admn.)
Malda (Sadar) : Malda
Dated, Malda, the 17.12.2018

Memo No. 1273(19)

Copy forwarded for information and wide circulation to:

1. The Deputy Director of Agriculture (Admn.) Malda.
2. The Deputy Director of Agriculture (Training), ATC, Malda
3. The District Information and Cultural Officer, Malda.
4. ✓ The DIO, NIC, Malda with a request to upload the notice in the official website of district.
5. The Sub-Divisional Officer, Malda (Sadar) Malda.
6. The Asstt. Director of Agriculture (Admn.) Soil Survey, Malda
7. The Asstt. Director of Agriculture (Admn.) Seed Certification, Malda
- 8-16. The Assistant Director of Agriculture (Block).....(All)
17. The Jr. Engineer of this office.
18. Notice Board.
19. Cashier- Cum-Store keeper of this office.


Asstt. Director of Agriculture (Admn.)
Malda (Sadar) : Malda


Annexure - 1

SL.NO	PARTICULARS OF ITEM	UNITE
1.	Register 6 no (Ox ford)	
2.	Register 8 no. -do-	
3.	Register 10 no. -do-	
4.	Register 12no. - do -	
5.	Register 16 no. - do -	
6	A-4 JK Spkrle 75 GSM	
7	Steppler (10 size)	
8	Dot Pen Gel (Red+Green)	
9	Dot Pen (Blue+Red+Black)	
10	Steppler Pin. (10 Size)	
11	Gum (Fevistick)	
12	Forani	
13	Duster. (Cloth)	
14	Alpin	
15	Dot Pen Reffile (Linc) (Blue+Red+Black)	
16	Jemes Clip.	
17	Refill-Gel (Blue+Red+Green+Black)	
18	Calculator 12 digit (Orpat)	
19	Scale 1Fit	
20	Tag (Sutir)	
21	A-4 Copy Power 75 GSM	
22	Envelop (12x5)	
23	CD Marker Pen.(Blue+ Black)	
24	Highlighter pen Camlin) Yellow. Green. Pink.	
25	Big Duster	
26	Lock & Key . (Link) 7 lever	
27	Four folder file. (Venus Royal Colour.)	
28	Scissor (Steal) Small.	
29	Dustbin (Nilkamal) size - 100 Ltr.	
30	Dustbin (Nilkamal) size - 10 Ltr.	
31	Pencil Battary.	
32	Knife.	
33	Carbolic Acid	
34	Phenyl	
35	LED Tube Light(Philips)	
36	LED Lamp - 50 W (Philips.)	
37	LED Lamp - 30 W (Philips)	
38	LED Lamp - 20 W (Philips)	
39	LED Lamp - 09 W (Philips)	
40	Water Bottole 1. Liter. (
41	Wall Fan (Tornado wall 8)	
42	All out oil (Good Night)	


17/12/18

Asstt. Director of Agriculture (Admn.)
Malda (Sadar), Malda.

SL. No.	PARTICULARS OF ITEM.	UNITE
43.	Room freshner Godrej.	
44.	Broom (Ful Jharu)	
45.	Magik Muf Bucket (Milton)	
46.	Herpic Blue 1 Ltr.	
47.	Herpic Red 1 Ltr.	
48.	Rag Double . (Remond)	
49.	Mosquito Net. 6x7 (Good Qulity)	
50.	Mosquito Hit (Black) 400 MI	
51.	F.S Paper (Yellow)	


 Asstt. Director of Agriculture (Admn.)
 Malda (Sadar), Malda.