



OFFICE OF THE CHIEF ENGINEER,
MATERIALS SECTOR, KMDA,
UNNAYAN BHAVAN, 2ND FLOOR, SALT LAKE, KOLKATA – 700091.

NOTICE INVITING QUOTATION

N.I.Q. No. :- 13/ CE / MAT / KMDA / 2016 – 2017

Dated: 08. 03. 2017.

Supply of Stationery Materials (as per Specifications of the Materials Sector, KMDA)

Sealed Tenders in KMDA Form No.19 are invited by the Senior Purchase Officer, Materials Sector, KMDA from reliable and resourceful Suppliers of Stationery Materials conforming to the specifications of this office as mentioned in the attached Schedule.

Photo copies of the valid P.T. clearance certificates and current credentials, proper Trade License, PAN No, VAT No, current credentials for the same type of jobs (having supplied within last three years) shall have to be submitted along with the application. All copies of certificated and credentials have to bear the mark "Submitted by me" and this mark should duly be authenticated by the quotationer putting his/her signature with Company Seal. The originals of the above mentioned documents shall have to be furnished for verification before issuing permission to purchase the quotationers documents otherwise the application will be treated as cancelled. In case of Wholesale Consumer's Co-operative society Ltd., attested copies of all testimonials may be furnished as originals (attention to be done by respective society personnel). Price quoted will remain valid for 2 (Two) months from the date of opening of the quotation.

The materials are to be delivered to the KMDA Printing & Stationery Stores at Unnayan Bhavan (Ground Floor), Bidhannagar, Kolkata-700091 within 30 (Thirty) days from the date of issue of Work Order and no extra claim for loading, unloading and carriage will be considered.

Quotation with incomplete information and/or not conforming to the specifications will be reject. The rate quoted should be inclusive of all charges with delivery of all items at store VAT should be shown item wise as specified in the annexed list.

Application along with the necessary documents as mentioned hereinbefore for purchase of quotation papers will be received at the undersigned on all working days between 11:00 AM to 3:00 PM. The last receiving applications are given below. Successful applicants will have to purchase the quotation papers which will be available from the ACFA, Materials Sector, KMDA working days within the stipulated date as mentioned upto 3:00 P.M. at a cost Rs.250 (Two Hundred Fifty) only in cash for each set (Non-refundable).

The amount of Earnest Money is to be deposited with the tender @ 2% of the total tendered amount in the form of BANK DRAFT / PAY ORDER of any Nationalized Bank in favour of the "CHIEF ENGINEER, MATERIALS SECTOR, KMDA". The quotation will be treated as invalid without any Earnest money. [exempted in case of Wholesale Consumer's Co-operative Ltd.]

The successful Tenderer/Quotationer shall have to purchase 5(Five) sets of "Agreements papers" at the cost of Rs. 100/- (Rupees One Hundred) only (for the amount of contract upto 1(One) Lakh) in cash for each set to execute the formal agreement at per rule (Non-refundable).

The Successful quotationer shall have to purchase deposit the balance amount of Earnest Money, so that the total security deposit becomes 10% (Ten Percent) of quotationed amount with 7(Seven) days for the date of issue of purchase order [exempted in case of Wholesale Consumer's Co-operative Ltd.]

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The security deposit may be refunded to successful quotationers after 1(One) month from the date of receipt of final Payment and successful execution on demand basis by the supplier.

Decision acceptance of the quotation will rest with the Senior Purchase Officer, Materials Sector, KMDA. He does not bind himself to accept the lowest quotation and reserves the authority to reject any or all quotations received without assigning any reasons thereof. KMDA reserves the right to split up the work and distribute the same to two or more Tenderers. In such case no claim will be entertained from the lowest quotationer.

The details of receiving applications and issuing permissions etc. are as follows:-

1	Last Date of receiving Applications :-	23.03.2017 upto 3:00 P.M.
2	Last Date of Verification of valid Original Papers :-	24.03.2017 upto 3:00 P.M.
3	Last Date of Permission :-	27.03.2017 after 3:00 P.M.
4	Last Date of sale of quotation papers :-	28.03.2017 upto 3:00 P.M.
5	Date of submission of sealed quotation documents	30.03.2017 upto 2:30 P.M.
6	Date of Opening of sealed quotation :-	30.03.2017 upto 4:00 P.M.

The quotationers are requested to submit their sealed tenders/quotations superscripting the date and NIQ reference No. of this office including the name and the office address of the Supplier. The tenders should be dropped into the marked TENDER BOX kept in the chamber of the Chief Engineer, Materials Sector, KMDA and the same will be opened thereafter in presence of the intending quotationers or their authorized representatives.

/
Senior Purchase Officer
Materials Sector, KMDA

No. 683/I(17)/KMDA/MAT/2P-65(S)/Vol-18

Dated : 08.03.2017

Copy forwarded for information and necessary action to:

1-09. The Chief Engineer, AD/BSUP/E&M/GAP/MDP/RE/SD&SWM/T&T/WS, Sector, KMDA.

10. The Chief Engineer-in-Charge, Materials Sector, KMDA.

✓ 11. The Deputy Secretary (PR), Public Relation Cell, KMDA He is requested to arrange for uploading the N.I.Q. in the KMDA website as per prevailing norms in KMDA. The estimate amount is within One Lakh of Rupees.

12. Accounts Section, Materials Sector, KMDA.

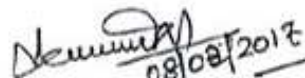
13. The Store Officer-II, Materials Sector, KMDA.

14. The AAO, Materials Sector, KMDA. please take action for circulating the notice immediately.

15. Smt. Shibani Sardar, Junior Engineer (C), in-charge of Estimator, Materials Sector, KMDA.

16. Sri Suman Mondal, Senior Assistant, Materials Sector, KMDA.

17. Notice Board.


08/03/2017
Senior Purchase Officer
Materials Sector, KMDA

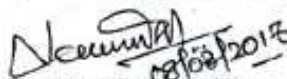


OFFICE OF THE CHIEF ENGINEER
MATERIALS SECTOR, K.M.D.A.

Schedule of Stationery Articles for NIQ. NO: 13/CE/MAT/KMDA/2016-2017 Dated: 08.03.2017
Issue No: 683 /1(17)/KMDA/MAT/2P-65(S)/Vol-18 Dated: 08.03.2017

Sl. No.	Description of Items	Qty	Unit	Rate	Amount (Rs)	Rate of VAT (%)	Amt of VAT (Rs)	Total Amount (Rs)
1	Writing Pad Small (White)	100 Nos.	Each					
2	Writing Pad Big (White)	100 Nos.	Each					
3	Writing Pad Rulled (Big)	100 Nos.	Each					
4	Ordinary Refill Blue, Black, Red	500 Nos.	Each					
5	Red & Blue Dot Pen	100 Nos.	Each					
6	Gum Tube Small	100 Nos.	Each					
7	Gems Clip	100 Nos.	Each					
8	Cello tape	50 Nos.	Each					
9	Pencil Carbon	5 Pkts.	Each					
10	Photo Copy Paper F.S.	40 Reams.	Ream					
11	Tag 9"	100 Nos.	Each					

The quotationers are requested to ascertain the quality of paper and size of each article from the respective KMDA Central Printing & Stationery Stores, Unnayan Bhavan,(Gr. Floor) Bidhannagar, Kolkata- 91 before quoting their respective rates. Any deviation in quality, at the time of delivery will invite rejection of the supplied materials.


08/03/2017
Senior Purchase Officer
Materials Sector, KMDA