

No. DRDC/COB/2018/ 16

Date: 4/7/18

**QUOTATION (2<sup>nd</sup> Call)**

Scaled quotations are hereby invited from the intending and bonafide suppliers for the supply of stationery and miscellaneous articles (copy enclosed) for the office of D.R.D Cell / DMMU, Cooch Behar for the financial year 2018-19.

The last date of receiving the quotation is before 03.00 p.m on 19.07.2018 and will be opened at 03.30 p.m on that day.

The undersigned does not bind himself to accept the lowest quotation or may reject any quotation without assigning any reason thereof.

Intending agencies should submit the IT/VAT Clearance, PAN, GST, P.Tax and credentials of having performed similar type of works and all rates will be including of all taxes.

**TERMS & CONDITIONS**

- (1) Once rate is accepted there is shall not be any change in the rate through the FY 2018-19.
- (2) Supply should be made within 7 (seven) days of requisition.
- (3) There shall be no compromise on the quality specified or approved.
- (4) The undersigned reserve the right to return any item not found as per specifications.
- (5) Rates should be including of all taxes.


SD/-  
Additional District Mission Director, DMMU &  
Project Director, D.R.D. Cell, Cooch Behar Z.P

No. DRDC/COB/2017/ 582(7)/I-51

Date: 4/7/18

Copy forwarded for information & request for wide publicity to:

- 1) The District Magistrate and District Mission Director, Cooch Behar.
- 2) The Additional Executive Officer, Cooch Behar Zilla Parishad
- 3) The Sub-Divisional Officer, Sadar, Cooch Behar
- 4) District Informatics Officer, Cooch Behar with a request to upload the notice at District Web Portal.
- 5) The Chairman, Cooch Behar Municipality
- 6) Office Notice Board
- 7) Office copy.

  
Additional District Mission Director, DMMU &  
Project Director, D.R.D. Cell, Cooch Behar Z.P

Sl. No.	Item	Rate
1	A-4 Size century Star paper	Rate/per Ream
2	Acid 500 MI Bottle	Rate/per Nos
3	Alko sing board	Rate/per Nos
4	Alko sing board Stand	Rate/per Nos
5	All Out Refill	Rate/per Nos
6	All Out Machine	Rate/per Nos
7	Almirah Full Size (Branded)	Rate/per Nos
8	Almirah Full Size (Local Made)	Rate/per Nos
9	Alpin Packet	Rate/per Nos
10	Apron	Rate/per No.
11	Arch File	Rate/per No.
12	Attendance Register (Small)	Rate/per No.
13	Attendance Register (Large)	Rate/per No.
14	Ball Pen (Reynolds)	Rate/per No.
15	Ball Pen (Trimax)	Rate/per No.
16	Battery(Big) Duracell	Rate/per No.
17	Battery(Pencil) Duracell	Rate/per No.
18	Battery(Small)Duracell	Rate/per No.
19	Bedsheet Double	Rate/per No.
20	Bedsheet Single	Rate/per No
21	Binder Clip Big	Rate/per No.
22	Binder Clip Small	Rate/per No.
23	Blanket Double	Rate/per No.
24	Blanket Single	Rate/per No.
25	Bleaching Powder	Rate/per Kg
26	Blinds (Curtain)	Rate/per Sq Ft
27	Bodkin	Rate/per No.
28	Broom Nariyal	Rate/per No.
29	Broom Phool(Dozen)	Rate/per No.
30	Brown Tap	Rate/per No.
31	Calculator Casio 12 Digit	Rate/per No.
32	Calculator Casio Pocket Size	Rate/per No.
33	Candle (10 Sticks Packet)	Rate/per No.
34	Caps (With out printing)	Rate/per No.
35	Cello Tap (Big)	Rate/per No.
36	Cello Tap (Small))	Rate/per No.
37	Clip Bord	Rate/per No.
38	Cloth Dak Bag	Rate/per No.
39	Coffee Cup	Rate/per No.
40	Colin	Rate/per No
41	Computer Table (Branded)	Rate/per No.
42	Computer Table (Local Made)	Rate/per No.
43	Correction Fluid	Rate/per No.
44	Cup	Rate/per No.
45	Cup set (6Pc)	Rate/per No.
46	Curtain Holder	Rate/per No.
47	Curtain Rod	Rate/per No.
48	Curtain Set	Rate/per No.
49	Cushioned Plastic Chair	Rate/per No.
50	Dak Dispatch Register	Rate/per No.
51	Dak Received Register	Rate/per No.
52	Dendrite	Rate/per No.

Sl. No	Item	Rate
53	Desk Calendar	Rate/per No
54	Dairy Meadium Quality	Rate/per No
55	Dairy Executive	Rate/per No
56	Dairy Good Quality	Rate/per No
57	Dinner Plate	Rate/per No
58	Dinner Set	Rate/per No
59	Door Mat	Rate/per No
60	Dot Pen	Rate/per No
61	Dustbin (Plastic)	Rate/per No
62	Duster	Rate/per No
63	Envelope 10*4	Rate/per No
64	Envelope 10*5	Rate/per No
65	Envelope 11*5	Rate/per No
66	Executive Bond paper	Rate/per No
67	Exercise book	Rate/per No
68	Fc Paper Rulled	Rate/per Ream
69	Fc Paper White	Rate/per Ream
70	Fevicol	Rate/per No
71	Fevistick	Rate/per No
72	File Board	Rate/per No
73	File Cabinet (4 Drewers)Branded	Rate/per No
74	File Cabinet (2 Drewers)Branded	Rate/per No
75	File Channel	Rate/per No
76	File Cover	Rate/per No
77	File Four Folder	Rate/per No
78	Flag National	Rate/per No
79	Flap	Rate/per No
80	Flat File	Rate/per No
81	Floor Mat	Rate/per Sq Ft
82	Flower Vase	Rate/per No
83	Foot Rest	Rate/per No
84	Full Secreteriat Table	Rate/per No
85	G I Wire	Rate/per Kg
86	Gel Pen	Rate/per No
87	Gems Clip (Plastic) Box	Rate/per No
88	Gems Clip (Steel) Box	Rate/per No
89	Glass	Rate/per No
90	Glass (Borosil)	Rate/per No
91	Gum-700MI	Rate/per No
92	GumTube 30MI	Rate/per No
93	Half Secreteriat Table	Rate/per No
94	Hand Gloves	Rate/per No
95	Harpic 500 MI	Rate/per No
96	Highlighter Pen	Rate/per No
97	Hit Spray Black	Rate/per No
98	Ink Stamp Pad	Rate/per No
99	Iron Bed 3 1/2 *6 1/2	Rate/per No
100	Iron Bed 3 1/2 *6 1/2	Rate/per No
101	Knife	Rate/per No
102	Leather Brief Case	Rate/per No
103	Leather Dak Bag	Rate/per No
104	Legal Paper	Rate/per Ream

Sl. No.	Item	Rate
105	Lifebuoy Liquid Soap	Rate/per No.
106	Lock 6 Lever	Rate/per No.
107	Lock 8 Lever	Rate/per No.
108	M B Book	Rate/per No.
109	Marker Pen	Rate/per No.
110	Marker Pen Cd	Rate/per No.
111	Matress (Branded) 3 1/2 * 6 1/2	Rate/per No.
112	Matress Local Made 3 1/2 * 6 1/2	Rate/per No.
113	Mop	Rate/per No.
114	Mortin Spray	Rate/per No.
115	Mosquito Net (Double)	Rate/per No.
116	Mosquito Net (Single)	Rate/per No.
117	My Clear Bag	Rate/per No.
118	Name Pad	Rate/per No.
119	Naphthalene Ball	Rate/per No.
120	Note Pad	Rate/per No.
121	Notice Board	Rate/per Sq Ft
122	Nylon Rope	Rate/per Kg
123	Odonil	Rate/per No.
124	Ordinary Ball pen	Rate/per No.
125	Paper Cutter	Rate/per No.
126	Paper Weight	Rate/per No.
127	Pen Cello Pointec Gel	Rate/per No.
128	Pen Pilot .05	Rate/per No.
129	Pen Pilot V5	Rate/per No.
130	Pen Reynolds T-Max	Rate/per No.
131	Pen Reynolds T-Max Gold	Rate/per No.
132	Pen Stand	Rate/per No.
133	Pencil	Rate/per No.
134	Pencil Reporter(Branded)	Rate/per No.
135	Peon Book	Rate/per No.
136	Phenyl 500Ml (branded)	Rate/per No.
137	pillow	Rate/per No.
138	Pillow Cover	Rate/per No.
139	Plastic Bucket	Rate/per No.
140	Plastic Chair	Rate/per No.
141	Plastic Mug	Rate/per No.
142	Plastic Table (4 leg)	Rate/per No.
143	Polymer Stamp	Rate/per No.
144	Polymer Stamp Self Ink	Rate/per No.
145	Punch Machine Double	Rate/per No.
146	Punch machine Single	Rate/per No.
147	Rack 5' Local Made	Rate/per No.
148	Rack 6' Local Made	Rate/per No.
149	Revolving Chair	Rate/per No.
150	Room Freshner	Rate/per No.
151	Rope Jute	Rate/per kg
152	Rubber Bands Large	Rate/per No.
153	Rubber Bands Small	Rate/per No.
154	Rulled Register	Rate/per Quire
155	S Type Chair	Rate/per No.
156	Safety Match Box Big	Rate/per No.

Sl. No.	Item	Rate
157	Safety Pin	Rate/per No.
158	Satranchi	Rate/per Sq Ft
159	Scale	Rate/per No.
160	Scissor Big	Rate/per No.
161	Scissor Small	Rate/per No.
162	Sealing Wax	Rate/per No.
163	Sharpener	Rate/per No.
164	Signature Book	Rate/per No.
165	Soap Case	Rate/per No.
166	Spiral Binding	Rate/per No.
167	Stapler No. 10	Rate/per No.
168	Stapler No. 24/6	Rate/per No.
169	Stapler Pin No. 10 box	Rate/per No.
170	Stapler Pin No. 24/6 box	Rate/per No.
171	Surf	Rate/per Kg
172	Table Cloth	Rate/per No.
173	Table Glass (Per Sq Ft)	Rate/per No.
174	Tag bundle	Rate/per No.
175	Thread Ball	Rate/per No.
176	Tissue Paper Box	Rate/per No.
177	Tissue Paper Packet	Rate/per No.
178	Tissue Paper Roll	Rate/per No.
179	Toilet Brush	Rate/per No.
180	Towel Big	Rate/per No.
181	Towel Small	Rate/per No.
182	Tray Plastic	Rate/per No.
183	Trunk	Rate/per No.
184	Umbrella	Rate/per No.
185	Vaccum Cleaner (Branded)	Rate/per No.
186	Wall Clock	Rate/per No.
187	Water Bottles Plastic	Rate/per No.
188	Water Jug	Rate/per No.
189	White Board	Rate/per Sq Ft
190	White Board Duster	Rate/per No.
191	White Board Marker Pen	Rate/per No.
192	White Board Stand	Rate/per No.
193	White Fluid Pen	Rate/per No.
194	Lounge Seating 4 in 1 chair	Rate/per No.
195	Centre Table	Rate/per No.
196	Media Unit	Rate/per No.
197	Bed Side Table	Rate/per No.
198	Single Bed With Storage	Rate/per No.
199	Drassing Table With Stool	Rate/per No.
200	Display Rack	Rate/per No.
201	Steel Book Rack	Rate/per No.
202	Six Seater Dinning Table	Rate/per No.
203	Dinning Chair	Rate/per No.
204	Locker Unit	Rate/per No.

  
 Addl. District Mission Director, DMMU &  
 Project Director, D.R.D Cell, Cooch Behar Z.P.