

"ANANDADHARA DISTRICT OFFICE"
WEST BENGAL STATE RURAL LIVELIHOOD MISSION (WBSRLM)
DISTRICT MISSION MANAGEMENT UNIT
DISTRICT RURAL DEVELOPMENT CELL
COOCH BEHAR ZILLA PARISHAD::COOCHBEHAR

Tel. No: 03582-222478, Fax-03582-229897, Email: pddrdc-cbr@nic.in/pddrdccbr@gmail.com
No. DRDC/COB/2019/8/1-50 Date: 05.09.2019

QUOTATION

Sealed quotation are hereby invited from the intending and bonafide suppliers for the supply of **Stationary Items** (Copy enclosed) for the office of D.R.D Cell / DMMU, Cooch Behar for the financial year 2019-20 (September 2019 to March 2020).

Interested Agency/suppliers may submit their sealed rates mentioned separately (including all Taxes) on any working day within 4:00 p.m through speed post or By hand in the drop Box which will be kept in the office of the undersigned.

The last date of receiving the quotation is on 18.09.2019 (2:00 p.m). The quotations will be opened at 02.30 p.m on that day.

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

Intending agency should submit Trade License, the latest IT Return, PAN, GST regarding Certificate, P.Tax Chalan and credentials of having performed similar type of works.

TERMS & CONDITIONS

- (1) Once rate is accepted there is shall not be any change in the rate through the year 2019-20.
- (2) Supply should be made within (10 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) Performance guarantee sum of Rs.20000.00 (Rupees twenty thousand) only (int. Free) to be deposited in case the quotation is accepted.

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

Date: 5/9/19

No. DRDC/COB/2017/511/7/1-81

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

List Of Stationary Item

Annexure-'A'

Annexure-'A'			
1	A-4 Size century Star paper	Rate/per Ream	
2	Acid 500 Ml Bottle	Rate/per Nos	
3	All Out Refill	Rate/per Nos	
4	All Out Machine	Rate/per Nos	
5	Alpin Packet	Rate/per Nos	
6	Battery (9v) sound system	Rate/per Nos	
7	Arch File	Rate/per No.	
8	Ball Pen (Reynolds)	Rate/per No.	
9	Ball Pen (Trimax)	Rate/per No.	
10	Battery(Big) Duracell	Rate/per No.	
11	Battery(Pencil) Duracell	Rate/per No.	
12	Battery(Small)Duracell	Rate/per No.	
13	Bedsheet Double	Rate/per No.	
14	Bedsheet Single	Rate/per No.	
15	Clip Board	Rate/per No.	
16	Blanket Double	Rate/per No.	
17	Blanket Single	Rate/per No.	
18	Bleaching Powder	Rate/per Kg	
19	Blinds (Curtain)	Rate/per Sq Ft	
20	Bodkin	Rate/per No.	
21	Broom Nariyal	Rate/per kg.	
22	Broom Phool(Dozen)	Rate/per No.	
23	Calculator Casio 12 Digit	Rate/per No.	
24	Calculator Casio Pocket Size	Rate/per No.	
25	Candle (10 Sticks Packet)	Rate/per No.	
26	Caps (With out printing)	Rate/per No.	
27	Cello Tap (Big)	Rate/per No.	
28	Cello Tap (Small))	Rate/per No.	
29	Coffee Cup	Rate/per No.	
30	Colin	Rate/per No.	
31	Correction Fluid	Rate/per No.	
32	Cup	Rate/per No.	
33	Cup set (6Pc)	Rate/per No.	
34	Curtain Holder	Rate/per No.	
35	Dak Dispatch Register	Rate/per No.	
36	Peon Book	Rate/per No.	
37	Dak Received Register	Rate/per No.	
38	Dendrite	Rate/per No.	
39	Lifebuoy Liquid Soap	Rate/per No.	
40	Lock 6 Lever, 7 Godredge	Rate/per No.	
41	Lock 8 Lever Godredge	Rate/per No.	
42	Marker Pen	Rate/per No.	
43	Marker Pen Cd	Rate/per No.	
44	Matress (Branded) 3 1/2 * 6 1/2	Rate/per No.	
45	Matress Local Made 3 1/2 * 6 1/2	Rate/per No.	
46	Mop	Rate/per No.	
47	My Clear Bag	Rate/per No.	
48	Naphthalene Ball	Rate/per No.	
49	Note Pad	Rate/per No.	
50	Nylon Rope	Rate/per Kg	
51	Odonil	Rate/per No.	
52	Ordinary Ball pen	Rate/per No.	
53	Paper Cutter	Rate/per No.	

54	Paper Weight	Rate/per No.	
55	Pen Cello Pointec Gel	Rate/per No.	
56	Pen Pilot .05	Rate/per No.	
57	Pen Pilot V5	Rate/per No.	
58	Pen Reynolds T-Max	Rate/per No.	
59	Pen Reynolds T-Max Gold	Rate/per No.	
60	Pen Stand	Rate/per No.	
61	Pencil	Rate/per No.	
62	Pencil Reporter(Branded)	Rate/per No.	
63	Peon Book	Rate/per No.	
64	Phenyl 500ml (branded)	Rate/per No.	
65	pillow	Rate/per No.	
66	Pillow Cover	Rate/per No.	
67	Plastic Bucket	Rate/per No.	
68	Plastic Mug	Rate/per No.	
69	Polymer Stamp	Rate/per No.	
70	Polymer Stamp Self Ink	Rate/per No.	
71	Punch Machine Double	Rate/per No.	
72	Punch machine Single	Rate/per No.	
73	Revolving Chair	Rate/per No.	
74	Room Freshner	Rate/per No.	
75	Rope Jute	Rate/per Kg	
76	Rubber Bands Large	Rate/per No.	
77	Rubber Bands Small	Rate/per No.	
78	Rulled Register	Rate/per Quire	
79	Safety Match Box Big	Rate/per No.	
80	Desk Calendar	Rate/per No.	
81	Dairy Meadium Quality	Rate/per No.	
82	Dairy Executive	Rate/per No.	
83	Dairy Good Quality	Rate/per No.	
84	Door Mat	Rate/per No.	
85	Dot Pen ordinary	Rate/per No.	
86	Dustbin (Plastic)	Rate/per No.	
87	Duster	Rate/per No.	
88	Envelope 10*4	Rate/per No.	
89	Envelope 10*5	Rate/per No.	
90	Envelope 11*5	Rate/per No.	
91	Executive Bond paper	Rate/per No.	
92	Exercise book	Rate/per No.	
93	Fc Paper Rulled	Rate/per Ream	
94	Fc Paper White	Rate/per Ream	
95	Fevicol	Rate/per No.	
96	Fevistick	Rate/per No.	
97	File Board	Rate/per No.	
98	Channel Fle	Rate/per No.	
99	File Cover	Rate/per No.	
100	File Four Folder	Rate/per No.	
101	Flap	Rate/per No.	
102	Gel Pen	Rate/per No.	
103	Gems Clip (Plastic) Box	Rate/per No.	
104	Gems Clip (Steel) Box	Rate/per No.	
105	Glass	Rate/per No.	
106	Glass (Borosil)	Rate/per No.	
107	Gum-700ml	Rate/per No.	
108	GumTube -30ml	Rate/per No.	

109	Harpic 500 Ml 700 m /5 Ltr jar	Rate/bottle	
110	Highlighter Pen	Rate/per No.	
111	Hit Spray Black	Rate/per No.	
112	Ink Stamp Pad	Rate/per No.	
113	Knife	Rate/per No.	
114	Legal Paper	Rate/per Ream	
115	Safety Pin	Rate/per No.	
116	Scale	Rate/per No.	
117	Scissor Big	Rate/per No.	
118	Scissor Small	Rate/per No.	
119	Sealing Wax	Rate/per No.	
120	Sharpener	Rate/per No.	
121	Soap Case	Rate/per No.	
122	Stapler No. 10	Rate/per No.	
123	Stapler No. 24/6	Rate/per No.	
124	Stapler Pin No. 10 box	Rate/per No.	
125	Stapler Pin No. 24/6 box	Rate/per No.	
126	Surf	Rate/per Kg	
127	Table Cloth	Rate/per No.	
128	Table Glass (Per Sq Ft)	Rate/per No.	
129	Tag bundle	Rate/per No.	
130	Thread Ball	Rate/per No.	
131	Tissue Paper Box	Rate/per No.	
132	Tissue Paper Packet	Rate/per No.	
133	Tissue Paper Roll	Rate/per No.	
134	Toilet Brush	Rate/per No.	
135	Towel Big	Rate/per No.	
136	Towel Small	Rate/per No.	
137	Tray Plastic	Rate/per No.	
138	Wall Clock	Rate/per No.	
139	Water Bottles Plastic	Rate/per No.	
140	Water Jug	Rate/per No.	
141	White Board	Rate/per Sq Ft	
142	White Board Duster	Rate/per No.	
143	White Board Marker Pen	Rate/per No.	
144	White Board Stand	Rate/per No.	
145	White Fluid Pen	Rate/per No.	
146	Flask	Rate/per No.	

05/9/19
 Acct. Director
 DMMU & Project Director,
 D.R.D. Cell
 Gopal Bahar Tilla Parishad

[Handwritten Signature]