



# BALURGHAT MUNICIPALITY

SOVA MAJUMDER SARANI

BALURGHAT : DAKSHIN DINAJPUR

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Memo No:- 3466 IG/Date:- 01.03.17

## NOTICE INVITING QUOTATIONS

Sealed quotation are hereby invited for supply all kinds of stationary articles during the year 2017-2018 from the local established shop as per list enclosed. Firm having sufficient credentials of supplying stationary and office articles in Govt./Semi Govt.Under taking offices.

The quotations will be received in sealed cover by this office of up to 1p.m on 9/03/2017 through the currier or by post. The quotationers shall have to deposit Application free of Rs.2000.00 (Rupees two thousand) /only, direct to the Bank A/C . and X-erox Copy of deposited challan to be attached with quotation .

**Bank Details :-** State bank of India . Balurghat branch .

**A/C No- 33794258780 . IFSC CODE:- SBIN0000020.**

**.The intending quotationers are requested to submit only 1(one) rate against 1(one) item, More than 1(one) rate against a single item will be treated as cancelled.**

The quotationers have to submit self attested Xerox Copies of the valid Trade License, Clearing Certificate of P. Tax and Income Tax etc .along with the quotation papers. The rate /rates of each articles should have to be quoted mentioning brand , quality and quantity as per notice including F. O. R to Municipal Office.

The quotationers, whose rate /rates will be accepted against the articles, shall be responsible to supply the necessary articles during the whole financial year (i.e...2017--- 2018 ). The all articles of the supply order will be treated as cancelled.

The undersigned reserves the right to accept or reject any rate/rates of the quotations without assigning any reason and he is not bound to accept lowest rate/rates of the quotations.

The received quotation will be opened on 09/03/2017 at 3.p.m in the office and quotationers may remain present at the time of opening .

Encol: List of articles

Memo no: 3466/1(03) IG- 08

Copy for information and wide publication to:-

- 1) The District Magistrate,D/Dinajpur, Balurghat
- 2) The District Information and cultural Officer, D/Dinajpur,Balurghat.
- 3) The DIO,NIC,Dakshin Dinajpur District ,Balurghat (request for uploading to District Website)

Memo No: 3466/1(07) IG- 08

Copy to:- 1) MUNICIPALITY OFFICE NOTICE BOARD

- 2) The Executive officer Balurghat Municipality.
- 3) The Head Clerk/ The Asstt.Head Clerk/ The Accountant/ The store- Keeper In- Charge Balurghat Municipality./Smt. J.Dev staff Balurghat Municipality.

Chairman

Balurghat Municipality

Date:- 01.03.17

Chairman

Balurghat Municipality

Date:- 01.03.17

Chairman

Balurghat Municipality

11/3/2017




**LIST OF STATIONARY ARTICLES**  
**Encloser With Memo No.**


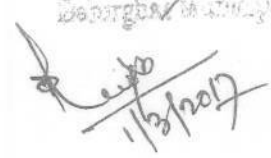
sl no.	NAME OF ARTICLES	BRAND & OTHER SPECIFICATION
1	F.C.paper(White),Big Size,per Ream	Orient Spl.supreme
2	F.C.paper(Ruled),Big Size,per Ream	roient Spl.
3	Carbon paper(F.C.) Per Box	kores sapphire, Camel
4	Carbon paper(DFC.) Per Box	Kores sapp hire
5	Double side Carbon paper, per Box	kores
6	Xerox paper, Size A-4, per Ream	Copy power / Oxford
7	Xerox paper, Size Legal, per Ream	Copy power
8	Xerox paper Size A-3,per Ream	Copy Power
9	Cover file Spl. Quality, per 100 Nos.	Eagle,freedom extra strong
10	Cover file,(polly Coted), Best quality,eac	Ambassador
11	Arch File, Big size each	Ambassador,Eagle
12	Computer File, size 15x12 each	Best quality
13	Chanel File, size A-4, each	Best quality
14	Chanel File, size F-S, each	Best quality
15	Flat File (chip system) Beg size each	Best quality
16	Eraz -EX/Whitener pen, each	Kores
17	Pin (Alpine), per Box	Bell, King
18	Zames Clip, per box	Novex
19	Zarhes Clip (plastic), per box	Gripex
20	Pin Cushion (Magnet), each	Best quality
21	Stamp Pad, Big/Medium, each	Tiger (Tin), Grips
22	Stamp Ink, 60 ML.	Paragon
23	Duster (Towel) each	Best quality
24	Duster (Cloth) 20" x 20" each	Best quality
25	Paper Weight (Design) each	Best quality
26	Water Spung each	Best quality
27	Scale (Plastic) 18"/12" each	Best quality
28	Gum, 700 ML. / 150 ML. each	Best quality
29	Table, Basket ( Plastic) each	Best quality
30	Waste paper Basket (Plastic) each	Hi-Plast
31	Tag, size 9", (coloured) per bundle	Best quality
32	Thread Ball, each	Best quality
33	Phorani (Plastic handle) each	Best quality
34	Clip Board (plastic) each	Best quality
35	Plastic Bucket No. 132/1016/1013, each	Hi-Plast
36	Plastic Gamla, Medium size, each	Best quality
37	Plastic Jug, Big/Medium, each	Best quality
38	Plastic Mug, Big size, each	Best quality
39	Candle, Big Size, per PKT,	Local Made
40	Envelope, size 16" x 12" (in side cloth) each	Best quality
41	Envelope, size 10" x 12" (in side cloth) each	Best quality
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**Chairman**  
**Belurghat Municipality**

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sl no.	NAME OF ARTICLES	BRAND & OTHER SPECIFICATION
42	Envelope, size 10" x 6" (inside cloth) each	Best quality
43	Bound Register (conquest paper, cloth binding), Ruled No. 20/18/16//14/12/10/8/6	Best quality, Eagle
44	Half Bound Register (Ruled), No. 8/6/4	Good boy
45	Big Excrise Book (80 pages) each	Good boy
46	Stapler Machine, Kangaro HS-45 P, each	
47	Stapler Machine, Kangaro HS Gold-10, each	
48	Stapler Pin 24/6, No. 10, per Box	Kangaro / kores
49	Dot pen, Add Gel Achiever/ Cat, each	
50	Dot pen, Linc Siren, each	
51	Dot pen, Line Ocean Gel, each	
52	Dot pen, Cello x-TEND ,each	
53	Dot pen Cello Techno Tip, each	
54	Dop pen Line Smart Gel, each	
55	Dot pen Use and through, each	
56	Double Color Dot pen, Super quality	Linc, Flora
57	Handle pen, each	Flora
58	Dot Refil(SRP) PER 100 Nos.	Linc
59	Dot Refil,Big size, per 100 Nos.	Linc
60	Dot Refil, ADD Gel Cat/Cello/Line Ocean Gel/Add on/Cello Techno Tip SMART Gel /Renyloids Jitter/ Linc Siren.	
61	Lock & Key ,Godrej 70 MM each with 3 keys, each.	
62	lock & Key ,Godrej 65 MM each with 3 keys, each.	
63	Lock &key House King 70MM each 3 keys ,each	
64	Lock &key House King 60 MM each 3 keys ,each	
65	Lock &key House King 45 MM each 3 keys ,each	
66	Lock & Key ,captain 70 MM each with 3 keys, each.	
67	Lock & Key ,captain 50 MM each with 3 keys, each.	
68	Lock & Key , Mobile No. 51,21,3	
69	Torch Light, 3 Cell (Big Head) with cells	Eveready
70	Torch Light, 2 Cells with cells	Eveready
71	Torch Battery, each	Eveready 950
72	Pencil Battery each	Eveready
73	Torch Bulb, Cells/ 2 Cells	Eveready
74	Water Drinking Glass(Big size) each	H.w
75	Dettol,200 ML. each	
76	ODO NILL.(75 Grams) each	
77	Muriatic Acid, 600 ML.	Best quality
78	Muriatic Acid, plastic Bottle	Best quality
79	Washing power, per K.G.	WHEEL/Ayna
80	Life Boy soap, 125/90 GM.	
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 Chairman  
 Behurghat Municipality  
 1/12/2017

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sl no.	NAME OF ARTICLES	BRAND & OTHER SPECIFICATION
81	Naphthalene, per Kg	
82	Phool Jharu(Big size )each	B.Chemical
83	Latrine cleaning Brush each	Best quality
84	Nimyle Phenyle (scented),per bottle	Best quality
85	Nimyle Phenyle (scented), 5 LT.Jar	500ML.
86	Ayna phenyle (scented),per bottle	
87	Mortien Mosquitoes Coil,per pkt.	500ML.
88	All out Machine with oil (for Mospuitoes) each	
89	All out Machine oil (for Mospuitoes) 60 Night, each	
90	Computer paper ,15x12 Double(with carbon)	
91	Computer paper ,15x12 Single.	Best quality(80 GSM)
92	Computer paper ,10x12.Double(with carbon)	Best quality(80 GSM)
93	Computer paper ,10x12 Single.	Best quality(80 GSM)
94	Mortien Spray / HIT each.	Best quality(80 GSM)
95	Broom stick per kg.	
96	Ayna GERMX,500ML, each	Best quality
97	HARPIC,500ML each	
98	Washing power, Tide,1kg ,each	
99	Black Phenyl, 500ML bottle	
100	Black Phenyl, 5 LTR. JAR	bengal/doctor+/dolphine
101	Highlight pen	bengal/doctor+/dolphine
102	Marker pen(black & red)	Camel/Nataraj/camlin
	ROOM Freshener( jasmin /Rose/Rajanigandha/sandal/Lavender)	Camel/Korex/camlin
103		
104	Sketch pen (colouring )	Park Avenue/Airwick
105	Plastic folder	Best quality
106	Calculator	Best quality
107	Parker pen	Best quality
		Best quality

  
 Deputy Commissioner  
 Berhampur Municipal  
  
 11/2/2017