**GOVERNMENT OF WEST BENGAL**
**BY THE OFFICE OF THE MSVP**
**SCHOOL OF TROPICAL MEDICINE, KOLKATA-700073**
**Email- msvp.stm@gmail.com, Phone: 033-22123697/98**

NIT No: Dated: STM/DT/Re-E-Tender/104/087/2026 28.10.2026

E-TENDER NOTICE FOR SUPPLY OF STATIONARY & MISCELLANEOUS ITEMS FOR THE PERIOD OF ONE YEAR BY SCHOOL OF TROPICAL MEDICINE, KOLKATA

(Through Pre-qualification) (Submission of Bid through NIC e- tender portal)

The Medical Superintendent Cum Vice Principal, School of Tropical Medicine, Kolkata invites e-tender from reputed companies / Co-operative Societies /Authorized distributors /firm for **SUPPLY OF STATIONERY & MISCELLANEOUS ITEMS** at School of Tropical Medicine, Kolkata.

In the event of e-filling, intending bidder may download the tender documents from the website: **tenders.wb.gov.in** directly with the help of Digital Signature Certificate and make Payment of earnest money through online portal. Technical Bid in Technical (Statutory & Non-Statutory) folder and Financial Bid in Financial folder both duly digitally signed are to be submitted concurrently in the website **tenders.wb.gov.in**
The Financial Bid of the prospective Bidder will be considered only if the Technical Documents (Statutory & Non-Statutory) of the Bidder found qualified by the Tender Selection Committee of School of Tropical Medicine, Kolkata.

The decision of the Tender Selection Committee will be the final and absolute in this respect.
The calendar will be available directly from the portal.

**EMD-Rs.20,000/-**

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**Date and Time Schedule of e-Tender:**

| Sl no. | Particulars | Date & Time |
|---|---|---|
| 1 | Date of publishing N.I.T. & other Documents online | 28/10/2026, 06.00 pm |
| 2 | Online documents download start date | 28/10/2026, 06.00pm |
| 3 | Online Bid submission start date | 03/11/2026, 11.00 am |
| 4 | Pre-bid meeting to be held at Office of Tender Inviting Authority | 02/11/2026, 12.00 noon |
| 5 | Online Bid Submission closing date and time | 17/11/2026,11.00 a m |
| 6 | Online Bid opening date for Technical Proposals | 20/11/2026, 11.00am |
| 7 | Date of online uploading list for Technically Qualified Bidders | To be notified later |
| 8 | Date of online opening of Financial Proposal | To be notified later |

**Introduction**

Before formulating the bid and submitting the same to the purchaser, the bidder should read and examine all the terms, conditions, instructions, checklist etc. contained in the TE documents. Failure to provide and/or comply with the required information, instructions etc. incorporated in these TE documents may result in rejection of its bid.

**General Guidance for e-Tendering: -**

Instruction /Guidelines for tenders for electronic submission of the tenders online have been annexed for assisting the contractors to participating in e-Tendering.

**1. Registration of Bidder: -**

Any Bidder willing to take part in the process of e-Tendering will have to enrolled and Register with the Government e-procurement system and they can do so by visiting **tenderwb.gov.in** (there in after mentioned as the "prescribed website").

**2. Digital Signature Certificate (DSC): -**

Each bidder is required to obtain Class –II or Class – III Digital Signature Certificate (DSC) for submission of tenders from the approved service providers of the National Informatics Centre (NIC) on payment of requisite amount; the details of which are available at the web site as stated above. The DSC is given as a USB e-Token.



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3. The bidder can search and download NIT & Bid Document electronically from the above website once he/she/they log(s) on to the website mentioned in clause using the Digital signature Certificate. This is the only mode of collection of Tender/Bid Document.

**4. Submission of bids.**

Both Technical bid and Financial Bid, duly signed digitally signed, are to be submitted concurrently in the "prescribed website". All the documents, to be scanned and uploaded in the web portal must be in English language.

The Bids are to be submitted online in the website/web portal in two folders at a time, one each for Technical Bid and for Financial Bid, before the prescribed date & time using the Digital Signature Certificate (DSC).The documents to be uploaded are to be scanned for viruses and to be duly digitally signed. The documents will get encrypted (transformed into non readable formats). The technical proposal should contain scanned of the following further two covers (folders)

**5. Statutory Cover: -**

An **Earnest Money (EMD)** Payment only through NET BANKING/RTGS/NEFT Tender items Schedule Properly Filled & uploaded the same Digitally Signed except quoting rate. Quoting rate will only encrypted in the B.O.Q. under Financial Bid. In case quoting any rate in others paper the Bid liable to summarily rejected.

**SUBMISSION OF THE TENDERS**: The tender is to be submitted in a two Bid System.

**6. Technical Proposal:**

**SUBMISSION OF THE TENDERS**: The tender is to be submitted in a two Bid System.

**(A) Technical Bid or Bid A:**

(a) Statutory Cover containing the following documents:

1. **COVER"A":**

   **File containing Technical Bid only-single file with multiple scanned pages containing Statutory and My documents separately.**

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**"BID A":PART I**

(SINGLE FILE MULTIPLE PAGE SCANNED)

Essential Requirements of the Tendering Firm for participation" shall contain all papers related to the essential requirements of the Renderer for participation in the tender viz.

| Sl. No. | Documents Description |
|---|---|
| 1 | **Duly filled in CHECK LIST in the prescribed format. Page number of documents must be mentioned in the check list before uploading the same.** |
| 2 | A Proof of submission of applicable EMD/EMD Exemption proof |
| 3 | Application in the prescribed format given in Annexure I |
| 4 | Authorization letter format given in Annexure II |
| 5 | Copy of agreement format given in Annexure III |
| 6 | Draft Affidavit Performa given in Annexure IV |

**"BID A": PART II**

Technical specifications of Instrument (in PDF format). Must mention Make, Model, exact features of the offered item against each point given in the specification chart).**Improper filling &/or suppression of facts/false statement will lead to disqualification and penalty in the form of permanent blacklisting.**

**MY DOCUMENTS containing the following documents:**

Essential requirements of the Tendering Firm for participation" shall contain all papers related to the essential requirements of the Tenderer for participation in the tender viz.

| Sl. No. | Category | Subcategory | Subcategory Description |
|---|---|---|---|
| A | Certificates | A1. Certificates | PAN Card of the authorized signatory |
| | | | GST Registration certificate |
| B. | COMPANY DETAILS | B1. COMPANY DETAILS 1 | Registration with Registrar of Companies(if applicable) |
| | | | Trade License in the name of participating firm |
| | | | Import License with validity (for importers) |
| | | C2: CREDENTIAL 2 | Intending bidders shall have to produce credentials and payments certificate along with work order of same nature of work (Stationary, Contingency) at any govt. offices in West Bengal within last 3 (three) years from the date of publishment of the tender with |



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| | | | |
|---|---|---|---|
| | | | minimum **Rs. 1,00,000/- (One Lakh)** valued of similar nature of work in **each year** (2023-24, 2024-25, 2025-26) |
| D. | FINANCIAL INFO | PAYMENT CERTIFICATE 1 | Income Tax Returns submitted for any two of the last three Assessment years ; 2023-2024 ,2024-2025 & 2025-2026 |
| | | | GST Returns of any one month from any one year 2023-2024 ,2024-2025 & 2025-2026 |
| | | PAYMENT CERTIFICATE 2 | C.A Verified P/L Account & Balance Sheet for any two of the last three years; 2023-2024 ,2024-2025 & 2025-2026 |

**7. FINANCIAL COVER**

**The folder as "Financial Bid" shall contain:**

Base Rate per accounting unit Supply of stationary & miscellaneous items inclusive Entry Tax, Customs Duty (if applicable), Transportation Charges, Insurance, Delivery Charges, Incidental Charges, Freight Charges, etc. and exclusive of GST to be quoted.

**9. PROCEDURE FOR DEPOSIT OF EMD/BID SECURITY RELATED TO e- PROCUREMENT OF THE STATE GOVERNMENT DEPARTMENTS: -**

1) Login by bidder:
A bidder desirous of taking part in a tender invited by a State Government office/PSU/Autonomous body/Local Body/PRIs etc shall login to the e-Procurement portal of the Government of West Bengal http://**tenders.wb.gov.in** using his login ID and password.

a) He will select the tender to bid and initiate payment of pre-defined EMD/Tender Fees for that tender by selecting from either of the following payments mode:-

i) Net banking (any of the banks listed in the ICICI Bank payment gateway) in case of payment through ICICI Bank payment Gateway;

ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

2) **PAYMENT PROCEDURE:**

a) Payment by net Banking (any listed bank) through ICICI Bank payment Gate way:



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i) On selection of net banking as the pay as the payment mode, the bidder will be directed to ICICI Bank payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.

ii) Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.

iii) Bidder will receive a confirmation message regarding success/failure of the transaction.

iv) If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government office/PSU/Autonomous body/Local Body/PRIs etc maintained with the focal point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

v) If the transaction fails, the bidder will again try for payment by going back to the first step.

b) Payment through RTGS/NEFT:

i) On selection of RTGS/NEFT as the payment mode, the e-procurement portal will show a pre- filled challan having the details to process RTGS/NEFT transaction.

ii) The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

iii) Once payment is made, the bidder will come back to the e-procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

iv) If verification is successful, the fund will get credited to the respective Pooling account of the State Government office/PSU/Autonomous body/Local Body/PRIs, etc maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.

v) Hereafter, the bidder will go to e-procurement portal for submission of his bid.

vi) But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

3) Refund /Settlement Process: -

i) After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-procurement portal through web services.



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ii) On receipt of the information from the e-procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidder's bank accounts from which they made the payment transaction .Such refund will take place within T+2.

iii) Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-procurement portal by the tender inviting authority.

iv) Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L 1 and L 2 bidders will refunded, through an automated process, to the respective bidders" bank accounts from which they made the payment transaction .Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI Process is successful.

v) If the L1 bidder accepts the LOI and the same is processed electronically in the e-procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract(AOC) to the L1 bidder is uploaded to the e- procurement portal by the tender inviting authority.

vi) As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-procurement portal -

a) EMD of the L1 bidder for tender of State Government offices will automatically get transferred from the pooling account to the State Government deposit head "8443-00-103-001-07" through GRIPS along with the bank particulars of the L1 bidder.

b) EMD of the L1 bidder for tenders of the State PSU/Autonomous body/Local Body/PRIs; etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder.

In both the above cases, such transfer will take place within T+1 bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.

vii) The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the e-Procurement portal for up-gradation.

viii) Once the EMD of the L1 bidder is transferred in the manner mentioned above , Tender fees ,if



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any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head "0070-60-800-013-27"through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous body/Local Body/PRIs, etc tenders

ix) All refunds will be made mandatorily to the Bank A/c from which the payments of EMD was initiated.

**10. Refund of EMD:**

The EMD will be returned after expiry of contract period on satisfactory completion of the job/contract. No interest is payable on EMD.

**11. RATE:**

a. Rates quoted in respect of items shall not exceed the controlled price and/or M.R.P.(maximum retail price) fixed by GOI wherever it is applicable.

b. THE BASIC RATE PER ACCOUNTING UNIT should be furnished inclusive of Entry Tax, Customs Duty (if applicable), Transportation Cost, Insurance, Freight, Incidental Charges etc. but excluding of GST, which shall be quoted separately in the template for Bill of Quantities.

c. Percentage of GST to be mentioned in the appropriate Column of the template for Bill of Quantities.

**12. ELIGIBILITY FOR QUOTING:**

a) The Firm/Experienced Agency/ Co-operative Societies of the item or items who are able to supply the assured quantities as per requirement of the STM,KOL are only eligible for quoting. Failure of submission of declaration of full assured supply to the Government of West Bengal will lead to cancellation of tender. The Vendors who have been blacklisted by any Govt. Concern/health Institutions in the Country for particular item(s) are also not eligible for apply.

b) The Firm/ Agency/ Co-operative Societies must have capability to control his appointed manpower and the STM authority in no circumstances will bear the responsibilities of the manpower to be engaged for this purpose.

c) The Firm/Experienced Agency/ Co-operative Societies should be competent enough to deal with the business of Stationary & Miscellaneous Items etc.

**13. OPENING OF TENDER**

a) The Tender selection committee will open the bids after the specified date and time as indicated in the



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b) Authorized representatives of the bidders may attend the tender opening.

c) The EMD of goods to be supplied shall be evaluated first. Then the Online Technical bids of EMD-qualified bidders shall be opened and evaluated with reference to parameters prescribed in the TE document. After this, the Online Price Bids of only the technically qualified bidders shall be opened for further evaluation.

d) **Opening of Technical Proposals**: Technical proposals will be opened by members of the Tender Selection Committee electronically from the website using their Digital Signature Certificate (DSC).

e) In the Technical Proposal, the Cover (folder) for Statutory Documents will be opened first and if found in order, the cover (folder) for Non-Statutory Documents will be opened.

f) IF ANY DOCUMENT REQUIRED TO BE SUBMITTED FOR TENDER BY THE BIDDER IN HIS TECHNICAL PROPOSAL IS NOT SUBMITTED OR IS FOUND TO BE DEFICIENT IN ANY MANNER AT ANY STAGE AFTER OPENING OF BID, THE BID MAY BE SUMMARILY REJECTED.

**14. Evaluation of the tenders**

(a) At the level of technical evaluation of technical bids, the bidders whose were qualified in Statutory Documents & Non-Statutory Documents, shall be bound to arrange for physical verification on their own cost before the authority as and when required at a specified site by the STM authority, failing which the tender shall be technically disqualified and no representation in this regard shall be entertained. Those Bidders who have qualified in respect of the essential & other requirements in Technical Bid will be identified and their financial bid will be opened. The financial bid of those Tenderer failing to meet the technical & other requirements of participating in the tender, financial bid will not be opened and be rejected. Final selection of the lowest bidders in respect of Financial Bid is subject to further verification. The Tenderer quoting the lowest rate will be considered as successful.

(b) Acceptance of the lowest tender is not obligatory.

(c) In case of tie, a process of lottery will identify the qualified bidder.

THE DECISION OF TENDER SELECTION COMMITTEE WILL BE FINAL AND BINDING IN THIS MATTER.

15. Before submission of the Tender, Tenderer shall sign each page of all of its relevant papers mentioned in check list with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the tenderer.

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**16. ORDER & SUPPLY:**

I. Orders for the supply of the approved products will be placed with the successful Tenderer after the execution of the agreements in phases as and when required by the procuring authorities. The successful Tenderer will have to supply within the specified time schedule that had been assured as prescribed.

II. No delivery will be taken of any goods if the date of manufacture and the date of expiry are not written on each and every unit supplied (if applicable).

**17. AGREEMENT:**

The successful tenderer shall sign an agreement within 14 days from date of "acceptance of the tender" by the Tender selection committee STM, KOL-73 in the prescribed form on a non judicial stamp paper with denomination of Rs.50/-. All legal expenses, incidental thereto shall be borne by the contractor. If the tenderer fails to sign the agreement within the stipulated time. Tender selection committee reserves the right to forfeit the Earnest money deposit submitted by the contractor.

**18. VALIDITY OF CONTRACT:**

The period of contract shall be for a period of 1 (One year) from the date of start of contract. However, the contract may be extended every Six months for a period of maximum one year on mutual consent. Tender selection committee reserves the right to terminate the contract by giving 15 days notice and without assigning any reason thereof.

19. The work should commence within a week from the date of receipt of our order, or as intimated to the Tenderer.

**20. PAYMENT TERMS:**

Payment will be made through e payment system, subject to:

a) Supply of the materials as per specification as provided in the tender documents and the catalogue.
b) Supply of the materials within the supplied period as specified in the work orders
c) On being selected, the successful vendors will have to submit one application stating the name of the payee/ recipient, Bank account no. with MICR code, IFSC of the payee/recipient to the procuring authorities for making e payment. No manual payment will be made.

**21. WITHDRAWAL /CANCELLATION & PURCHASE POLICY OF TENDERING AUTHORITY:**

i) The tendering authority reserves the right to withdraw any item from the tender at any stage. The selection of such item, if already made in favour of any Tenderer, shall be treated as cancelled.

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ii) The tendering authority reserves the right to reject or accept any tender or part thereof at any stage or to split any tender without assigning any reason. Withdrawal of tender or any revision after submission of tender by the Tenderer will not be allowed.

iii) The tendering authority reserves the right to accept or reject any tender, in part or in full, without assigning any reason.

iv) The tendering authority reserves the right to purchase any item of the Catalogue at the approved rate from any outsider (non-Tenderer) during the tender period in case of emergency, if the Tenderer fails to supply such items on short notice.

**22. NO- CONVICTION CERTIFICATE:**

The Tenderer will also submit an affidavit in the prescribed Pro-forma attached herewith from Notary/first class Judicial Magistrate/Executive Magistrate (**Annexure II**).

**23. PENALTY CLAUSES:**

A) In case of supply of defective item found in respect of packaging or labelling, Tenderer will be asked to replace the same at no extra cost from the purchaser.

B) The tender selection committee reserves the right to declare a reputed companies / Co-operative Societies /Authorized distributors /firm blacklisted for three (03) years due to the following reasons:

i) If the supplier withdraws from agreement after achieving the "Lowest Quoted Tenderer"

ii) In consequence of submission of false or fabricated documents by any Firm/Co-Operative Societies/Experienced Agency for participating in the tender, if proved later on.

C) Financial Penalties for deficiencies in services/supplies during the period of the tender and its subsequent extensions:

a. **For delay in the supply of items ordered beyond the stipulated date or part supply will not be considered. If the supplies are not made within the stipulated period of placing the order, 0.5% of the basic cost will be deducted from the existing / pending bills of the supplier per days delay up to 30 days.**

b. For delays beyond 30(Thirty) days, the work order for the non- supplied portion will be considered as cancelled straightaway.

c. However, if the stipulated period ends on Saturday, Sunday or Govt holidays, Supply should be made on the next working day and in that case, no penalty would be chargeable.

d. The provision of penalty is system generated and cannot be waived in any case except on natural disturbance.



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**24. PENALTY FOR FORMATION OF CARTEL OR FURNISHING OF FRADULENT/ MISLEADING DOCUMENTS:**

If during the tender process or at any state during the validity of the tender period, it is found that a Tenderer(s) has formed a cartel in whatsoever form or name to fix up the rates or suppliers to the detriment of the fairness of the tender process, penal measures shall be initiated. Similar penal measures shall also be initiated against those Tenderer who have submitted false/ misleading/ fraudulent documents or made incorrect declarations.

**The penal measure will be**

i) Forfeiture of Earnest Money

ii) Cancellation from the approved list of suppliers.

**25. Cost of bidding**

The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. The Institution will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

**26. Power of Attorney:**

In the event of the tender being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding "Power of Attorney" authorizing him to do so. Such "Power of Attorney" is to be produced with the Tender and in the case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the "Indian Partnership Act".

**27. Notification of Award**

a) The Tender Selection Committee may be notifying the list of successful bidder(s) online. In addition, each successful bidder shall be notified in writing, by registered/ speed post or by fax/ telex/ cable/ email (to be confirmed by registered / speed post) that its bid have been selected by the Tender Selection Committee.

b) The successful Bidder shall also physically submit original documents (uploaded by him online at the time of bidding) for verification before issue of contract.

1. **The selected agency must provide a performance Bank guarantee/ security deposit in form of FDR/ BG amounting of Rs. 500/- per item from any nationalized bank for each item selected for supply in the BOQ.**

28. During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ fabricated, that bidder would not allowed to participate in the tender and that application will be out rightly rejected without any prejudice.



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**29. AMENDMENT OF THE TENDER/BID DOCUMENT**

29.1 At any time prior to the deadline for submission of Bids, the Institution may, for any reason, whether at its own initiative, or in response to clarifications, requested by a Bidder, modify this Tender/Bid Document by the issuance of Addenda.

29.2 Any addendum thus issued, will be uploaded in the website of the Department of Health & Family Welfare, Government of West Bengal [**www.wbhealth.gov.in] and tenders.wb.gov.in**

29.3 In order to afford the Bidders a reasonable time for taking an Addendum into account, or for any other reason, the Institution may, at its own discretion, extend Due Dates of Bid.

30. Regarding Cost of stationary items, Abnormal Low Rate or Abnormal High Rate (In Comparison to the market Rate) will not be considered.

31. Physical verification of samples and /or Physical demonstration may be done at the discretion of the hospital authority by a team of expert to adjudge the applicability or suitability of the product or products and the technical evaluation will be done accordingly in close observation of the product or products.

**32. The Tender Selection Committee reserves to right to cancel the N.I.T. due to unavoidable circumstances and no claim in this respect will be entertained.**

**PREFERENCE AND REGULATIONS FOR MSME, W.B & OTHERS AS NOTED UNDER:**

Preference will be given to MSME, W.B.,P.S.U.,W.B and State based other manufacturers as per West Bengal Financial rule incorporated under Finance Dept. Notification No. 10500-F Dated 19.11.2024 read with Notification no. 6142-(f(Y) dated 10.10.2017. Registration as small scale industries unit after the submission of the tender will not entitle the Bidder to get exemption from payment of Earnest Money.

Selection of bidders of price preference policy- In case more than 1 registered MSMEs, W.B become eligible after availing price preferences, the rank 1 (based on original offered rate) MSME Unit(s) may be given chance of supply of the tendered quantity at L1 rate. If that MSME unit fails to accept the offer in full or in part, then the L2 ranked MSME Unit(based on original offered rate) may be given the chance to supply of balance of tendered quantity at L1 rate and this process will continue until the last eligible unit is covered. Supply order of residual tendered quantity, if any, will be issued towards the original non MSME Bidder.

All the Terms & Conditions prescribed / detailed above shall have to be accepted by the Tenderer and no representation will be entertained for modification of such Terms & Conditions outlined herein.

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**Medical Superintendent Cum Vice Principal**
**School of Tropical Medicine, Kolkata**

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**ANNEXURE-I**

**APPLICATIONFORMAT**

(To be furnished in the Company's official letter pad with full address and contact no etc)

To
The Medical Superintendent cum Vice Principal,
School of Tropical Medicine,
Kolkata- 700073.

Sub: Tender No. ..... Dt. .....

*Ref:* -

*Sir,*

Having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me/ us on behalf of..... In the capacity of duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the NIT mentioned above and declare that we shall abide by it for throughout the tender period and its extensions, if any.
   **You are requested to produce Copy of agreement between the Manufacturer and the Direct Importer/Distributor in Annexure-III for all individual items quoted thereof. The manufacturers must provide manufacturing license.**
3. **(Refer to Table-1 for Item Specification)**
4. A . We propose that the order and bills should be raised in our name. For liasoning, we have appointed M/S having its office at ..... ..... ..... ..... (Address, contact no and e mail address) as C&F agent/Liasoner/Contact person/.....Others (strike out whichever is not applicable)as per clause.....o f the NIT
   OR
   b. We propose that order and bill should be raised in favour of our authorized distributor. For that purpose, we have appointed M/S.....having its office at ..... (Address with contact no and e mail address) as authorized Distributor who will receive order and payment in his name on our behalf.
   c. The agreement between ourselves and the distributor/C&F/Liasoner & other documents as prescribed is attached in annexure III In the event of being selected, supply will be made within the stipulated period excepting the condition which is beyond our control.

1. We understand that:
   (a) Tender Selection Committee/ H&FW Dept can amend the scope & value of the contract bid under this project.
   (b) Tender Selection Committee/H&FW Dept. reserves the right to reject any application without assigning any reason.

Date:-

Signature of applicant including title and capacity in which application is made

Contact details –

Mobile:

E mail ID:

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**Annexure II**
FORMAT

Authorization letter in favour of the applicant (other than Managing Director/ Proprietor)

–from the competent authority.

(To be furnished in the Company's official letter pad with full address and contact no, Email Address etc)

(TO WHOM IT MAY CONCERN)

This is to certify that Mr./Mrs.....(Name), An employee of this Organisation as ..... (Official Designation) is hereby authorized to submit ender online, Vide NIT No.....,Dated ..... on behalf of the Organisation.

Signature of the competent authority with Seal

.....
(Signature of the Authorized Person)

Signature of Mr./Mrs.....

.....is here by attested

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**Annexure-III**

a. Copy of agreement between the Manufacturer and the Direct Importer/Distributor in Annexure-II

**ANNEXURE-IV**

Draft Affidavit Proforma

I,Sri/Smt.....

The Managing Director/Proprietor (etc.) of the Firm.

,..... (Name of the firm)

At (address).....

P.O.....

P.S.....Dist.....

Do hereby solemnly affirm and declare as follows:

a. That I am not under conviction of any offence making myself liable to be disqualified to supply Surgical Equipments/Instruments etc. to any Govt. or Govt. undertaking Organization/Institution in the State of West Bengal or other State or States.

b. My Firm has not been blacklisted at present as a whole or for any item/ items as quoted in this tender by any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States in India.

c. That no case is pending against me or against my Firm in any criminal court of law in connection with the supply of Surgical/hospital equipment/Instruments to the Govt. orGovt.undertakingOrganization/InstitutionintheStateofWestBengalorotherStateor States(If any case is pending, pl state the details).

d. *That, I declare that the item or items quoted by me confirms the specification given in the NIT document or higher standard relating to e specification is provided.*

e. The duly authenticated Technical Data Sheet is uploaded conforming to the prescribed standard.

f. That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.

g. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine &correct.

Deponent

28/10/20

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## FORMAT FOR CHECK LIST

Name of the Tenderer: -

Full Address of the Tenderer:

E-Mail: -

Contact person relating to vendor & Mob. No.:-

Tendering as: Firm /Experienced Agency (Strike out which is not applicable)

| Sl.No | Items | Pl mark ✓ | | Remarks |
|---|---|---|---|---|
| 1 | CHECK LIST in the prescribed format | Yes | No | |
| 2 | Application in the prescribed format given in Annexure I | Yes | No | |
| 3 | Authorisation letter format given in Annexure II | Yes | No | |
| 4 | Copy of agreement format given in Annexure III | Yes | No | |
| 5 | Draft Affidavit proforma given in Annexure IV | Yes | No | |
| 6 | Quoted Item List as per specification | Yes | No | |
| 7 | PAN Card of the Bidder/Authorized Signatory (who will upload the BID) | Yes | No | |
| 8 | GST Registration certificate | Yes | No | |
| 9 | Valid Trade License/Enlistment (Specific Nature of Business) | Yes | No | |
| 10 | Registration with Registrar of Companies (If APPLICABLE) | Yes | No | |
| 11 | Affidavit About No Conviction from Notary Public/Judicial Magistrate/Executive Magistrate. | Yes | No | |
| 12 | Income Tax Returns submitted for any two of the last three Assessment years ; 2023-2024 ,2024-2025&2025-2026 | Yes | No | |
| 13 | GST Returns of any one month from any one year 2023-2024 ,2024-2025&2025-2026 | Yes | No | |
| 14 | C.A Verified P/L Account & Balance Sheet for any two of the last three years; 2023-2024 ,2024-2025&2025-2026 | Yes | No | |

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## Item List with Specifications Annex V

| Sl No | Items Name | Item Code | Quantity | Per Unit |
|---|---|---|---|---|
| 1 | A2 paper- 420mmx 594mm,75GSM(Make-JK) | Item1 | 1 | Per Rim |
| 2 | A3 paper-297mm X 420mm,75 GSM,(Make-Alpha Power) | Item2 | 1 | Per Rim |
| 3 | A4 paper-210mm X 257mm,75 GSM,(Make-Alpha Power) | Item3 | 1 | Per Rim |
| 4 | Alpin T-Shape(2.5cm) (Best Quality) | Item4 | 1 | per box |
| 5 | Arch File (Office name & logo)(Best Quality) | Item5 | 1 | Per PC |
| 6 | Scissor Stainless Steel with Plastic Handle, large(06") in size (make-Best Quality) Per Sq. inch. | Item6 | 1 | Per PC |
| 7 | Standee with Posters with fitting (Make-best Quality) | Item7 | 1 | per sq ft |
| 8 | Normal -Banner with fitting, (make-Best Quality) | Item8 | 1 | per sq ft |
| 9 | Acrylic Banner with fitting (make-Best Quality) | Item9 | 1 | per sq ft |
| 10 | Normal Flex with fitting, (make-Best Quality) | Item10 | 1 | per sq ft |
| 11 | Eco-Flex with fitting(Best Quality) | Item11 | 1 | per sq ft |
| 12 | Battery (Button),1.5V(LR41)(Make-maxell) | Item12 | 1 | Per PC |
| 13 | Battery (Button),3V(CR2032)(Make-maxell) | Item13 | 1 | Per PC |
| 14 | Battery (Pencil)-AA (Make-Duracell) | Item14 | 1 | Per PC |
| 15 | Battery (Pencil)-AAA (Make-Duracell) | Item15 | 1 | Per PC |
| 16 | Battery Big, 1.5V (Make-Duracell) | Item16 | 1 | Per PC |
| 17 | Battery for Glucometer Machine, As per sample(Make-Everady) | Item17 | 1 | Per PC |
| 18 | Battery Pencil AAA (Make-Eveready) | Item18 | 1 | Per PC |
| 19 | Battery Pencil AAA (Make-nippo) | Item19 | 1 | Per PC |
| 20 | Battery Pencil AAA (Make-panasonic) | Item20 | 1 | Per PC |
| 21 | Bed Pan (Make-Plastic, Good Quality) | Item21 | 1 | Per PC |
| 22 | BHT Cover File ,as per sample(Make-Plastic) (Good Quality) | Item22 | 1 | Per PC |
| 23 | BHT Cover File ,as per sample(Make-Card Board) (Good Quality) | Item23 | 1 | Per PC |



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| | | | | |
|---|---|---|---|---|
| 24 | Big Binding BOOk - NO 12-(Page No upto-300)(Good Quality) | Item24 | 1 | Per PC |
| 25 | Big Binding BOOk - NO 08-(Page No upto-180)(Good Quality) | Item25 | 1 | Per PC |
| 26 | Big Binding BOOk - NO 20-(Page No upto-500)(Good Quality) | Item26 | 1 | Per PC |
| 27 | Blade(make-Good quality) | Item27 | 1 | per box |
| 28 | Bleaching Powder - in drum (Good Quality) | Item28 | 1 | per kg |
| 29 | Broom Sticks, 3.5ft (Good Quality) | Item29 | 1 | per kg |
| 30 | Calculator,12 Digit Dual Power (Make-casio) | Item30 | 1 | Per PC |
| 31 | Calculator,12 Digit Dual Power (Make-Orpad) | Item31 | 1 | Per PC |
| 32 | Candle (1X6 pcs)9"*1/2"(Make-good Quality) | Item32 | 1 | Per PC |
| 33 | Carbon Paper,(make-Faber Cast) | Item33 | 1 | per box |
| 34 | CCU Gate Pass,as per sample (Make-Card Paper) | Item34 | 1 | Per PC |
| 35 | CD (Blank),(make-Good Quality) | Item35 | 1 | Per PC |
| 36 | Cello tape,1/2" transparent 50 metre (make-good quality) | Item36 | 1 | per roll |
| 37 | Cello tape,2" transparent 50 metre (make-good quality) | Item37 | 1 | per roll |
| 38 | Cello tape dispensor,small size (make-Good Quality) | Item38 | 1 | per roll |
| 39 | Cello tape dispensor,Big size (make-Good Quality) | Item39 | 1 | per roll |
| 40 | Chalk White, (make-good quality) | Item40 | 1 | per box |
| 41 | Chanel File (Make-good quality) | Item41 | 1 | Per PC |
| 42 | Clip Binder,small size,1/2" (Make-good Quality) | Item42 | 1 | Per PC |
| 43 | Clip Binder,medium size,1" (Make-good Quality) | Item43 | 1 | Per PC |
| 44 | Clip Binder,Big size,2" (Make-good Quality) | Item44 | 1 | Per PC |
| 45 | Clip Board (examination Board), Jumbo Clip,PVC,(make-good quality) | Item45 | 1 | Per PC |
| 46 | Clock (wall),Big Size(1ft/1ft.),as per sample(Make-Ajanta) | Item46 | 1 | Per PC |
| 47 | Clock (wall),Big Size(1ft/1ft.),as per sample(Make-Titan) | Item47 | 1 | Per PC |
| 48 | Cloth Marking Ink,Assorted Colour(Make-good quality) | Item48 | 1 | Per PC |
| 49 | Plastic Container Box with lid, medium in size (10L minimum)(make-BPA Free & Freezer Safe, Type-Square), | Item49 | 1 | Per PC |



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| | | | | |
|---|---|---|---|---|
| 50 | Plastic Container Box with lid, medium in size (10L minimum)(make-BPA Free & Freezer Safe, Type-rectangular) | Item 50 | 1 | Per PC |
| 51 | Cover File (four fold),Laminated with office name and logo | Item51 | 1 | Per PC |
| 52 | Cover File (two fold),Laminated, Laminated with office name and logo | Item52 | 1 | Per PC |
| 53 | Date Rubber Stamp,upto 10 years | Item53 | 1 | Per PC |
| 54 | Detergent Powder,(make-wheel),100g pack | Item54 | 1 | Per PC |
| 55 | Detergent Powder,(make-sunlight),100g pack | Item55 | 1 | Per PC |
| 56 | Detergent Powder,(make-vim),100g pack | Item56 | 1 | Per PC |
| 57 | 30A Toner Cartridge refilling with tonner | Item57 | 1 | Per PC |
| 58 | Printer cartridge refilling for HP Laserjet P1106 with tonner(Compatible) | Item58 | 1 | Per PC |
| 59 | New Printer cartridge for HP Laserjet P1107 with tonner (Compatible) | Item59 | 1 | Per PC |
| 60 | New Printer cartridge refilling for HP Laserjet P1106 with tonner(Compatible) | Item60 | 1 | Per PC |
| 61 | Printer cartridge refilling for HP Laserjet P1107 with tonner (Compatible) | Item61 | 1 | Per PC |
| 62 | Brother Printer Cartridge refilling(Model No-DCP-B7500D)(Compatible) | Item62 | 1 | Per PC |
| 63 | New Brother Printer Cartridge(Original)(Model No-DCP-B7500D)(Compatible) | Item63 | 1 | Per PC |
| 64 | HP110A Cartridge refilling with Tonner (Compatible) | Item64 | 1 | Per PC |
| 65 | New HP 110A Cartridge with Tonner(Compatible) | Item65 | 1 | Per PC |
| 66 | HP Officejet Pro 6230 Cartridge refilling with Tonner (Compatible) | Item66 | 1 | Per PC |
| 67 | New HP Officejet Pro 6230 Cartridge with Tonner-(Original) | Item67 | 1 | Per PC |
| 68 | HP Laserjet Pro M1005 MFP Cartridge refilling with Tonner (Compatible) | Item68 | 1 | Per PC |
| 69 | New Canon *image Class MF3010 printer toner Cartridge (Compatible) With Tonner* | Item69 | 1 | Per PC |
| 70 | New HP Laserjet Pro M1005 MFP Cartridge with Tonner(Compatible) | Item70 | 1 | Per PC |



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| | | | | |
|---|---|---|---|---|
| 71 | Dish Washing Liquid Gel,250ml (MAKE-Vim) | Item71 | 1 | Per PC |
| 72 | Dish Washing Liquid Gel,250ml (MAKE-prill) | Item72 | 1 | Per PC |
| 73 | Dish washing Scrubs (make-good quality) | Item73 | 1 | Per PC |
| 74 | Doormat (24"X36" inch),(make-Rubber, PVC Coil Mat, Medium pile, Water Resistant) | Item74 | 1 | Per PC |
| 75 | Doormat (36"X72" inch),(make-Rubber, PVC Coil Mat, Medium pile, Water Resistant) | Item75 | 1 | Per PC |
| 76 | Dust-Bin with cover (Plastic),10 ltr.(make-best quality) | Item76 | 1 | Per PC |
| 77 | Dust-Bin with cover (Plastic),15 ltr.(make-best quality) | Item77 | 1 | Per PC |
| 78 | DVD (Blank), (Make-best quality) | Item78 | 1 | Per PC |
| 79 | Electric Kettle,1.5 lit (Make-Pigeon) | Item79 | 1 | Per PC |
| 80 | Electric Kettle,1.5 lit (Make-Havells) | Item80 | 1 | Per PC |
| 81 | Electric Kettle,1.5 lit (Make-Prestige) | Item81 | 1 | Per PC |
| 82 | Envelope, (11.5/5.5 inch),as per sample (Brown/White)(Make-best quality) | Item82 | 1 | Per PC |
| 83 | Envelop for Service Book (Make-good Quality)(as per 16" X12")sample) | Item83 | 1 | Per PC |
| 84 | Envelop Medium Size (Make-good Quality)(12"X10") (as per sample) | Item84 | 1 | Per PC |
| 85 | Extension cord(Oval),03mtr(06 amp Minimum), (Make-Anchor),03 socket | Item85 | 1 | Per PC |
| 86 | Extension cord(Oval),03mtr(06 amp Minimum), (Make-Philips),03 socket | Item86 | 1 | Per PC |
| 87 | Extension cord(Oval),05 mtr(06 amp Minimum), (Make-Philips),03 socket | Item87 | 1 | Per PC |
| 88 | Extension cord(Oval),05 mtr(06 amp Minimum), (Make-,Anchor),03 socket | Item88 | 1 | Per PC |
| 89 | Extension cord(Oval),05 mtr(06 amp Minimum), (Make-Havelis,),03 socket | Item89 | 1 | Per PC |
| 90 | Eraser (Rubber),(Make-Best quality | Item90 | 1 | Per PC |
| 91 | Exercise Book No-08 (Classmate),Page-256(Make-Best quality) | Item91 | 1 | Per PC |
| 92 | Exercise Book No-08 (Pioneer),Page-256(Make-Best quality) | Item92 | 1 | Per PC |



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|---|---|---|---|---|
| 93 | Feather duster (1.5ft), (Make-Best quality) | Item93 | 1 | Per PC |
| 94 | Fevi Stick(15gm),Non-Toxic (Make-Best Quality) | Item94 | 1 | Per PC |
| 95 | Cobra File, Multi colour(as per sample)(make-Best Quality) (with name and logo) | Item95 | 1 | Per PC |
| 96 | Disinfectant surface and floor cleaner (5ltrs) | Item96 | 1 | Per Bottle |
| 97 | Floor washing Brush (Make-Best Quality) | Item97 | 1 | Per PC |
| 98 | Highlighter Pen, Multi-Colour (Make-luxar) | Item98 | 1 | Per PC |
| 99 | Hospital Gate Pass, as per sample (Make-Card Paper) | Item99 | 1 | Per PC |
| 100 | Ink for Stamp pad (200ml),(Make-best quality) | Item100 | 1 | Per PC |
| 101 | Jhool Jharu(Make-as per sample) | Item101 | 1 | per roll |
| 102 | Jute Thread (Make-Best Quality),10 mtr roll | Item102 | 1 | Per PC |
| 103 | Kidney Dish,S.S (Make-best Quality),Size-8" | Item103 | 1 | Per PC |
| 104 | Plastic Container Box with lid, medium in size (5L minimum),(make-BPA Free & Freezer Safe, Type-Square/rectangular), | Item104 | 1 | Per PC |
| 105 | Gems Clip (Metal),3/4" ,(Make-Best Quality) | Item105 | 1 | per pkt |
| 106 | Gems Clip (Metal),1.5" ,(Make-Best Quality) | Item106 | 1 | per pkt |
| 107 | Gems Clip (Plastic),3/4"(make-Best Quality | Item107 | 1 | per pkt |
| 108 | Glass & Household Cleaner,(500ml) bottle (make-colin) | Item108 | 1 | Per PC |
| 109 | Glass & Household Cleaner,(500ml) bottle (make-Sparkle) | Item109 | 1 | Per PC |
| 110 | Glow Sign Board, to be Quoted per Sq. ft (Make-Best quality) | Item110 | 1 | Per PC |
| 111 | Gum Tube(Make-Best Quality),150ml | Item111 | 1 | Per PC |
| 112 | Hand soap,40-50gm (Make-Dettol) | Item112 | 1 | Per PC |
| 113 | Hand soap,40-50gm (Make-Lifebuoy) | Item113 | 1 | Per PC |
| 114 | Hand soap,40-50gm (Make-savlon) | Item114 | 1 | Per PC |
| 115 | Hard Disk(external),upto 1TB,(Make-Good Quality) | Item115 | 1 | Per PC |
| 116 | Knife,Size-6"(Make-Best Quality) | Item116 | 1 | Per PC |
| 117 | Knife dish,S.S (Make-Best Quality),Size-8X3' | Item117 | 1 | Per PC |
| 118 | Liquid Hand Wash (Make-Lifebuoy)200ml pack | Item118 | 1 | Per PC |



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| 119 | Liquid Hand Wash (Make-Dettol)200ml pack | Item119 | 1 | Per PC |
| 120 | Lock and Key (5 Lever) (Make- Palam) | Item120 | 1 | Per PC |
| 121 | Lock and Key (5 Lever) (Make- link) | Item121 | 1 | Per PC |
| 122 | Lock and Key (7 Lever) (Make- Link) | Item122 | 1 | Per PC |
| 123 | Lock and Key (7 Lever) (Make- Palam) | Item123 | 1 | Per PC |
| 124 | Lock and Key (8 Lever) (Make- Link) | Item124 | 1 | Per PC |
| 125 | Lock and Key (8 Lever) (Make- Palam) | Item125 | 1 | Per PC |
| 126 | Magnifying Glass (make-Best Quality),Size-6" | Item126 | 1 | Per PC |
| 127 | Marker Pen, Bold (Make-Best Quality) | Item127 | 1 | Per PC |
| 128 | Marker Pen Thin (Make-Best Quality) | Item128 | 1 | Per PC |
| 129 | match box,4.2 cm stick,(Make-Best Quality) | Item129 | 1 | Per PC |
| 130 | Measuring Tape,upto 3 mtrs,(make-Best Quality) | Item130 | 1 | Per PC |
| 131 | Medicine Box (make-best Quality),Size-Medium | Item131 | 1 | Per PC |
| 132 | Mosquito Oil with machine(Make-All Out) | Item132 | 1 | Per PC |
| 133 | Mosquito Oil with machine(Make-Mortein) | Item133 | 1 | Per PC |
| 134 | Mosquito Oil with machine(Make-Good Night) | Item134 | 1 | Per PC |
| 135 | Mosquito Oil without machine(Make-All Out) | Item135 | 1 | Per PC |
| 136 | Mosquito Oil without machine(Make-Mortein) | Item136 | 1 | Per PC |
| 137 | Mosquito Oil without machine(Make-Good Night) | Item137 | 1 | Per PC |
| 138 | Mosquito Repellent Cream,50gm(Make-Odomos) | Item138 | 1 | Per PC |
| 139 | Mosquito Repellent Cream,50gm(Make-Good Night) | Item139 | 1 | Per PC |
| 140 | Mosquito Repellent Spray, 400ml (make-Hit) | Item140 | 1 | Per PC |
| 141 | Mosquito Repellent Spray, 400ml (make-Mortein) | Item141 | 1 | Per PC |
| 142 | Mosquito Repellent Spray, 400ml (make-Good Night) | Item142 | 1 | Per PC |
| 143 | Multi Colour Tagging Sticker (Make-Good Quality) | Item143 | 1 | per Sq inch |
| 144 | Name Plate, Vinyle acrylic Signage (Make-Best Quality) | Item144 | 1 | Per PC |
| 145 | Naphthalene,(Make-Bengal Chemical) | Item145 | 1 | Per PC |
| 146 | Naphthalene,(Make-Presto) | Item146 | 1 | Per PC |



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| | | | | |
|---|---|---|---|---|
| 147 | Normal Board Duster (Make-Best Quality) | Item147 | 1 | Per PC |
| 148 | Paper (Brown),(Make- Best Quality) | Item148 | 1 | Per PC |
| 149 | Paper Weight, Plastic (Make-Best Quality) | Item149 | 1 | Per PC |
| 150 | Pedal bin , Plastic (15ltr) (Make-Best Quality) | Item150 | 1 | Per PC |
| 151 | Pedal bin, Plastic (10ltr) (Make-Best Quality) | Item151 | 1 | Per PC |
| 152 | Pen (disposable),Black,Blue,Red (make-Agni) (10 pcs/box) | Item152 | 1 | per box (10 pcs) |
| 153 | Pen(Glass Marking),(Make-best Quality) | Item153 | 1 | Per PC |
| 154 | Pencil (wooden),172mm (Make-Best Quality) (make-Doms) | Item154 | 1 | per box (10 pcs) |
| 155 | Peon Book, as per sample | Item155 | 1 | Per PC |
| 156 | Phool Jharu (Make-Best Quality) | Item156 | 1 | Per PC |
| 157 | Phore (Make-Best Quality) | Item157 | 1 | Per PC |
| 158 | Pin Cushion (Make-Best Quality) with magnet | Item158 | 1 | Per PC |
| 159 | Bed Side Gumla (Make-Best Quality,Nylone),Size-14" | Item159 | 1 | Per PC |
| 160 | Plastic Belcha (Make-Best Quality),make-plastic | Item160 | 1 | Per PC |
| 161 | Plastic Bio Medical waste Carry Bag (Black/Red/Yellow/Blue),120 ltr. | Item161 | 1 | Per PC |
| 162 | Plastic Bowl, (Make-Best Quality, Hard Plastic),Large in size | Item162 | 1 | Per PC |
| 163 | Bucket, 15 ltr with Handle (Make-Best Quality, Nylone) | Item163 | 1 | Per PC |
| 164 | Plastic Mug, (Make-Best Quality, Nylone).medium Size | Item164 | 1 | Per PC |
| 165 | Plastic Pedal Bin (Yellow/Red/Black),50 Ltr. | Item165 | 1 | Per PC |
| 166 | Plastic Pedal Bin (Yellow/Red/Black),100 Ltr. | Item166 | 1 | Per PC |
| 167 | Punching Machine (Small)(Make-Kangaro) | Item167 | 1 | Per PC |
| 168 | Punching Machine (Big)(Make-Kangaro) | Item168 | 1 | Per PC |
| 169 | Puncture Proof Container with Proper Biohazard Level,(White/Blue)(5ltr) | Item169 | 1 | Per PC |
| 170 | Printer Cartridge InK bottle(EPSON-774),140ml,for Epson-M100/105/200/205/605/655/1455 (Compatible) | Item170 | 1 | Per PC |
| 171 | Printer Cartridge refilling with tonner for | Item171 | 1 | Per PC |



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|---|---|---|---|---|
| | HP12A/1020(Compatible) | | | |
| 172 | New Printer cartridge with tonner for Hp12A/1020(New) (Compatible) | Item172 | 1 | Per PC |
| 173 | Printer Cartridge Refilling with tonner for Cannon-925 | Item173 | 1 | Per PC |
| 174 | New Printer Cartridge ,for Cannon-925with Tonner (Compatible) | Item174 | 1 | Per PC |
| 175 | Printer Cartridge Refilling with tonner for HP-79A Laserjet | Item175 | 1 | Per PC |
| 176 | New Printer Cartridge with tonner ,for HP-79A Laserjet (Compatible) | Item176 | 1 | Per PC |
| 177 | Printer Cartridge Refilling ,for HP-802 with tonner | Item177 | 1 | Per PC |
| 178 | New Printer Cartridge with tonner for HP-802 (Compatible) | Item178 | 1 | Per PC |
| 179 | Printer Cartridge Refilling for HP-88A with tonner(Compatible) | Item179 | 1 | Per PC |
| 180 | New Printer Cartridge with tonner for HP-88A(Compatible) | Item180 | 1 | Per PC |
| 181 | Printer Cartridge with tonner Refilling,Cannon-330 | Item181 | 1 | Per PC |
| 182 | New Printer cartridge with tonner for cannon-330(Compatible) | Item182 | 1 | Per PC |
| 183 | Printer Cartridge for HP-680 (Black & Colour) (original) | Item183 | 1 | Per PC |
| 184 | Hp12A/1020 printer Cartridge (Original) | Item184 | 1 | Per PC |
| 185 | Printer Cartridge refilling with tonner for HP-36A | Item185 | 1 | Per PC |
| 186 | New Printer Cartridge with tonner ,for HP-36A(Compatible) | Item186 | 1 | Per PC |
| 187 | Web Camera for Computer, 1080p-full HD with USB (Make-logitech) | Item187 | 1 | Per PC |
| 188 | Web Camera for Computer, 1080p-full HD with USB (Make-hp) | Item188 | 1 | Per PC |
| 189 | Web Camera for Computer, 1080p-full HD with USB (Make-dell) | Item189 | 1 | Per PC |
| 190 | New Printer Cartridge for Epson LQ-310 | Item190 | 1 | Per PC |
| 191 | HP 119A Laser Toner Cartridge pink/yellow/blue (Original) | Item191 | 1 | Per PC |
| 192 | Back lock Slippers | Item192 | 1 | per pair |
| 193 | Printer Cartridge for HP Laser Jet Pro M12W Cartridge Refilling with tonner | Item193 | 1 | Per PC |



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| | | | | |
|---|---|---|---|---|
| 194 | New Printer Cartridge for HP Laser Jet Pro M12W Cartridge with tonner(Compatible) | Item194 | 1 | Per PC |
| 195 | Printer Cartridge refilling for Canon LBP6230/6240 Printer with Tonner | Item195 | 1 | Per PC |
| 196 | New printer Cartridge for Canon LBP6230/6240 Printer with Tonner (Compatible) | Item196 | 1 | Per PC |
| 197 | Printer ink refilling for Epson M-1170 (Black) with tonner | Item197 | 1 | Per PC |
| 198 | New Printer ink refilling for Epson M-1170 (Black) (Compatible) with tonner | Item198 | 1 | Per PC |
| 199 | HP Laser 1008a Toner Cartridge Refilling with Tonner(166A) | Item199 | 1 | Per PC |
| 200 | New HP Laser 1008a Toner Cartridge with Tonner (166A)(compatible) | Item200 | 1 | Per PC |
| 201 | Computer Mouse with USB Wire (Make-HP) | Item201 | 1 | Per PC |
| 202 | Computer Mouse with USB Wire (Make-Dell) | Item202 | 1 | Per PC |
| 203 | Computer Monitor-19 inch (make-LG) | Item203 | 1 | Per PC |
| 204 | Computer Monitor-19 inch (make-HP) | Item204 | 1 | Per PC |
| 205 | Computer Monitor-19 inch (make-Dell) | Item205 | 1 | Per PC |
| 206 | Computer UPS with 30 min backup (make-Microtek) | Item206 | 1 | Per PC |
| 207 | Computer UPS with 30 min backup (make-Zebronics) | Item207 | 1 | Per PC |
| 208 | Computer Key Board with USB (Make-Hp) | Item208 | 1 | Per PC |
| 209 | Computer Key Board with USB (Make-Dell) | Item209 | 1 | Per PC |
| 210 | Pen Drive (upto 32 GB) (Make-Good Quality) | Item210 | 1 | Per PC |
| 211 | Room Freshener - 220ml multiple fragrance (Make-Odonil) | Item211 | 1 | Per PC |
| 212 | Room Freshener - 220ml multiple fragrance (Make-Ambipure) | Item212 | 1 | per feet |
| 213 | Rubber Cloth (Make-Best Quality) | Item213 | 1 | per sq inch |
| 214 | Rubber Stamp (Make-Best Quality) | Item214 | 1 | per line |
| 215 | Scale Steel, 12" (Make-Best Quality) | Item215 | 1 | Per PC |
| 216 | scissor Stainless Steel with Plastic Handle (make-Best Quality),Size-20cm | Item216 | 1 | Per PC |
| 217 | Sealing Wax (Make-Best Quality),10 pcs box | Item217 | 1 | per box |



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|---|---|---|---|---|
| 218 | Self Inking Rubber Stamp with refilling possibility (Make-sun) | Item218 | 1 | per Sq inch |
| 219 | scissor Stainless Steel with Plastic Handle, large(12") in size (make-Best Quality) Per Sq. inch. | Item219 | 1 | Per PC |
| 220 | Signboard,as per sample,Poly Board, (Make-Best Quality) | Item220 | 1 | per Sq inch |
| 221 | Slippers,Adult Size (Make-Best Quality) | Item221 | 1 | per pair |
| 222 | Stamp Pad (big) Size;167 X 96mm (Make-Feber Castle) | Item222 | 1 | Per PC |
| 223 | Stamp Pad (big) Size;15.7cmX9.6cm (Make-Camlin) | Item223 | 1 | Per PC |
| 224 | Stamp Pad (Small) Size;110mm X 69mm (Make-Camlin) | Item224 | 1 | Per PC |
| 225 | Stamp Pad (Small) Size;110mm X 69mm (Make-Feber Castle) | Item225 | 1 | Per PC |
| 226 | Stapler Machine(Big) (Make-Kangaro) | Item226 | 1 | Per PC |
| 227 | Stapler Machine(Small) (Make-Kangaro) | Item227 | 1 | per box |
| 228 | Stapler Pin(Small) (Make-Kangaro) | Item228 | 1 | per box |
| 229 | Stapler Pin(Big) (Make-Kangaro) | Item229 | 1 | Per PC |
| 230 | Stock Ledger Book(500 pages),as per sample | Item230 | 1 | Per PC |
| 231 | Stool/Urine Collection Pot, Sterilizer(50ml)(Make-Tarson) | Item231 | 1 | Per PC |
| 232 | Stool/Urine Collection Pot, Sterilizer(50ml)(Make-Hi-Media) | Item232 | 1 | Per PC |
| 233 | Floor washing Swab(Approx. Weight:400g-500g each, as per Sample), Good Quality (Make-Cotton cloth) | Item233 | 1 | per bunch |
| 234 | Tag (bunch of 50 pcs),as per sample | Item234 | 1 | Per PC |
| 235 | Telephone Set, intercom facility (Make-Beetel) | Item235 | 1 | Per PC |
| 236 | Telephone Set, intercom facility (Make-Panasonic) | Item236 | 1 | Per PC |
| 237 | Three Bucket Trolley for moping(Make-Best Quality) | Item237 | 1 | Per PC |
| 238 | Tin Cutter (Make-Best Quality) | Item238 | 1 | Per PC |
| 239 | Tissue Paper Roll,42 mtr.(Make-Safex(21mtrs X 2 Ply)) | Item239 | 1 | Per PC |
| 240 | Toilet Cleaning Brush, Plastic (Make-Best Quality) | Item240 | 1 | Per PC |
| 241 | Torch Light, Two Cell (Make-Eveready) | Item241 | 1 | Per PC |
| 242 | Tourniquet (rubber) (Make-best Quality) | Item242 | 1 | Per PC |
| 243 | Urinal (Plastic),Male/Female,(Make-Best Quality) | Item243 | 1 | Per PC |



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| 244 | Waste Paper Bucket,Plastic (make-Best Quality) | Item244 | 1 | Per PC |
| 245 | Water Bottle,Plastic (Make-Best Quality),1lit. | Item245 | 1 | Per PC |
| 246 | White Board Marker Pen (red/Blue/ Black)(Make-Best quality) | Item246 | 1 | Per PC |
| 247 | White Board With Fitting (Make-Best Quality) | Item247 | 1 | per Sq feet |
| 248 | Green Board With Fitting (Make-Best Quality) | Item248 | 1 | per Sq feet |
| 249 | White Thread (Make-Best Quality) (555) | Item249 | 1 | per roll |
| 250 | Whitener Pen,08-10ml (make-Camel) | Item250 | 1 | Per PC |
| 251 | Whitener Pen,08-10ml (make-faber Castle) | Item251 | 1 | Per PC |
| 252 | Extension cord(Spike),03mtr(06 amp Minimum), (Make-Havelis),04 socket,04 switch | Item252 | 1 | Per PC |
| 253 | Extension cord(Spike),03mtr(06 amp Minimum), (Make-Anchor),04 socket,04 switch | Item253 | 1 | Per PC |
| 254 | Extension cord(Spike),03mtr(06 amp Minimum), (Make-Philips),04 socket,04 switch | Item254 | 1 | Per PC |
| 255 | Extension cord(Spike),05 mtr(06 amp Minimum), (Make-Havelis),04 socket,04 switch | Item255 | 1 | Per PC |
| 256 | Extension cord(Spike),05 mtr(06 amp Minimum), (Make-Anchor),04 socket,04 switch | Item256 | 1 | Per PC |
| 257 | Extension cord(Spike),05 mtr(06 amp Minimum), (Make-Philips),04 socket,04 switch | Item257 | 1 | Per PC |
| 258 | Computer Anti Virus Quick Heal,Total Security-1user 3year | Item258 | 1 | Per PC |
| 259 | Computer Anti Virus Quick Heal,Total Security-3user 3year | Item259 | 1 | Per PC |
| 260 | Computer Anti Virus Quick Heal,Total Security-5user 3year | Item260 | 1 | Per PC |
| 261 | Office Identity Card (10CmX07Cm),with laminated Cover & Clip(As per Sample) | Item261 | 1 | Per PC |
| 262 | Tissue paper Handle with fittings (Make-Best Quality) | Item262 | 1 | Per PC |
| 263 | 8mm Glass for Working Table with fitting | Item263 | 1 | per Sq feet |
| 264 | V5-Hi-Tecpoint 0.5/Pilot 05 Hi-Tecpoint Pen (Green/Black/Blue/Red) | Item264 | 1 | Per PC |
| 265 | Stainless Name Plate (Make-Good Quality) | Item265 | 1 | per Sq inch |
| 266 | Plastic Cover Buckets with handle(15 lit) (Make-Nylone) | Item266 | 1 | Per PC |



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| 267 | Rubber Bands (Per Kg ) | Item267 | 1 | per kg |
| 268 | Pen Drive (upto 64 GB) (Make-Good Quality) | Item268 | 1 | Per PC |
| 269 | Pen Drive (upto 128 GB) (Make-Good Quality) | Item269 | 1 | Per PC |
| 270 | Pen (Make-Classmate Octane-Green/Blue/Black) | Item270 | 1 | Per PC |
| 271 | Pen (Make-Linc Ocean Gel-Green/Blue/Black) | Item271 | 1 | Per PC |
| 272 | DFC Paper | Item272 | 1 | Per Rim |
| 273 | Plastic Polythene Bags, 5 x 7 Inches (250 ml), Multi-Purpose, Cold Liquid Packing Material, Covers for Packing Food items | Item273 | 1 | Per PC |
| 274 | Microphone Battery 9V (Make: Duracell) | Item274 | 1 | Per PC |
| 275 | Lock and Key (5 Lever) (Make- Godrej) | Item275 | 1 | Per PC |
| 276 | Lock and Key (7 Lever) (Make- Godrej) | Item276 | 1 | Per PC |
| 277 | Lock and Key (8 Lever) (Make- Godrej) | Item277 | 1 | Per PC |
| 278 | HP 119A Black Laser Toner Cartridge (Original) with tonner | Item278 | 1 | Per PC |
| 279 | New Canon image Class MF3010 printer toner Cartridge (Compatible) With Tonner | Item279 | 1 | Per PC |
| 280 | Canon image Class MF3010 printer toner Cartridge refillingWith Tonner | Item280 | 1 | Per PC |
| 281 | Epson005,Ink bottle,Black,120ml | Item281 | 1 | Per PC |
| 282 | Cushion for wooden chair | Item282 | 1 | per Sq ft. |
| 283 | Laser Pointer-Logitech | Item283 | 1 | Per PC |
| 284 | Barcode Scanner | Item284 | 1 | Per PC |
| 285 | Tranparent Plastic clear Bag with button(file),a4 size(Multicolour) | Item285 | 1 | Per PC |
| 286 | Transparent Plastic clear Bag with button(file), big size (multicolour) | Item286 | 1 | Per PC |
| 287 | Brown cello Tape,1 Inch,60 mtr. | Item287 | 1 | per roll |
| 288 | Brown Tape,2 Inch,60 mtr | Item288 | 1 | per roll |
| 289 | Floor wiper (make-rubber,05ft) with wooden Handle(5ft) (Make-Best quality) | Item289 | 1 | Per PC |
| 290 | Medium Battery (Make-Eveready) | Item290 | 1 | Per PC |



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|---|---|---|---|---|
| 291 | Medium Battery (Make-nippo) | Item291 | 1 | Per PC |
| 292 | Mop Set(Swab with Stick-5ft.) (Per PC) (make-Best Quality) | Item292 | 1 | Per PC |
| 293 | Battery Pencil AA (Make-nippo) | Item293 | 1 | Per PC |
| 294 | Battery Pencil AA (Make-Everady) | Item294 | 1 | Per PC |
| 295 | New 30A Toner Cartridge with tonner Compatible | Item295 | 1 | Per PC |
| 296 | Battery Big(1050), (Make-everady) | Item296 | 1 | Per PC |
| 297 | Key Board for Computer Warless (Make-HP) | Item297 | 1 | Per PC |
| 298 | Key Board for Computer Warless (Make-Dell) | Item298 | 1 | Per PC |
| 299 | Key Board for Computer Warless (Make-Logitech) | Item299 | 1 | Per PC |
| 300 | Mouse for Computer Warless (Make-HP) | Item300 | 1 | Per PC |
| 301 | Mouse for Computer Warless (Make-Dell) | Item301 | 1 | Per PC |
| 302 | Mouse for Computer Warless (Make-Logitech) | Item302 | 1 | Per PC |
| 303 | Plastic Container Box with lid, Large in size (10L minimum),(make-BPA Free & Freezer Safe, Type-Square/rectangular) | Item303 | 1 | Per PC |
| 304 | HP Laser 108W Cartridge Refilling | Item304 | 1 | Per PC |
| 305 | New HP 108W Laser printer cartridge -Compatible | Item305 | 1 | Per PC |
| 306 | Laser pointer-basic type | Item306 | 1 | Per PC |
| 307 | Rechargeable battery-AA (USB type) | Item307 | 1 | Per PC |
| 308 | Rechargeable battery-AAA (USB type) | Item308 | 1 | Per PC |
| 309 | Adapter for rechargeable battery for AAA or AA | Item309 | 1 | Per PC |
| 310 | INK Cartridge for Epson L 3116-(Original) | Item310 | 1 | Per PC |
| 311 | Adaptor for monitor & SMPS with installation | Item311 | 1 | Per PC |
| 312 | USB Cable Type C-1.5mtr long (best quality) | Item312 | 1 | Per PC |
| 313 | Writing Pads-50 pages (Spiral binding with name & logo) | Item313 | 1 | Per PC |
| 314 | USB Hub 04 extension portable-(portronics) | Item314 | 1 | Per PC |
| 315 | Speaker for Desktop Computer-USB Type-10W (zebronics) | Item315 | 1 | Per PC |
| 316 | USB Hub 04 extension portable-(Zebronics) | Item316 | 1 | Per PC |



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| 317 | Speaker for Desktop Computer-USB Type-10W (Logitech) | Item317 | 1 | Per PC |
| 318 | Water Purifier-15lit with installation and AMC (RO+UV) | Item318 | 1 | Per PC |
| 319 | A3 paper-297mm X 420mm,75 GSM,(Make-Copypower) | Item319 | 1 | Per Rim |
| 320 | A4 paper-210mm X 257mm,75 GSM,(Make-Copypower) | Item320 | 1 | Per Rim |
| 321 | Sterile Cotton Swab | Item321 | 1 | 100 pcs/pkt |
| 322 | Sterile Cotton Swab (Make-Himedia) | Item322 | 1 | 100 pcs/pkt |
| 323 | Non absorbent sterile cotton(100g) | Item323 | 1 | each roll |
| 324 | Sunboard with vinyl (120 micron) pasting (normal) | Item324 | 1 | Per Sq inch |
| 325 | Sunboard with vinyl (120 micron) pasting ( Eco Solvent multi colour) | Item325 | 1 | Per Sq inch |
| 326 | Sunboard with vinyl (120 micron) pasting (Radium sticker) | Item326 | 1 | Per Sq inch |
| 327 | Glow signboard normal with polysheet | Item327 | 1 | Per Sq inch |
| 328 | Glow signboard normal with Star flex | Item328 | 1 | Per Sq inch |
| 329 | LED Glow signboard | Item329 | 1 | Per Sq inch |
| 330 | Flex good quality | Item330 | 1 | Per Sq inch |
| 331 | Star Flex | Item331 | 1 | Per Sq inch |
| 332 | Flex Good quality with iron frame | Item332 | 1 | Per Sq inch |
| 333 | Flex good quality with wooden frame | Item333 | 1 | Per Sq inch |
| 334 | Wall painting- Figure, picture, matter etc. (plastic oil painting) | Item334 | 1 | Per Sq ft. |
| 335 | Brush Stamp | Item335 | 1 | Per pc |
| 336 | Normal Sticker (per Sq. Ft.) | Item336 | 1 | per Sq. Ft. |
| 337 | Radium Sticker (per Sq. Ft.) | Item337 | 1 | per Sq. Ft. |
| 338 | Retro Sticker (fixation on floor, wall etc.) (per Sq. Ft.) | Item338 | 1 | per Sq. Ft. |
| 339 | Transparent sticker with printing | Item339 | 1 | per Sq. Ft. |
| 340 | Curtain rode(Stainless Steel 1 inch) with both side socket | Item340 | 1 | per Sq. Ft. |
| 341 | Transparent sticker with printing | Item341 | 1 | per Sq. Ft. |
| 342 | Redimate printed curtain for window | Item342 | 1 | per Sq. Ft. |



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| 343 | Redimate printed curtain for Door | Item343 | 1 | per Sq. Ft. |
| 344 | Stitching of window curtain | Item344 | 1 | per Sq. Ft. |
| 345 | Stitching of Door curtain | Item345 | 1 | per Sq. Ft. |
| 346 | Training material- [Plastic Folder Good Quality, Spiral Notebook-50pages, Ball Pen(Rs. 30)] | Item346 | 1 | Per PC |
| 347 | Training material- [Plastic Folder Medium Quality, Notebook-50pages, Ball Pen( Rs. 20)] | Item347 | 1 | Per PC |
| 348 | Training material- [Plastic Folder Medium Quality, Notebook-50pages, Ball Pen( Rs. 10), pencil (Rs. 5 Nataraj/ Camel/Apsara), Eraser (Non dust), Sharpener (Doms) | Item348 | 1 | Per PC |
| 349 | Sharpener for wooden pencil (make-Doms) | Item349 | 1 | Per PC |
| 350 | Signal Lock for hospital use | Item350 | 1 | Per PC |
| 351 | Dry mop set with Stand(05ft) for floor cleaning | Item 351 | 1 | Per PC |
| 352 | Dry mop refill for floor cleaning | Item 352 | 1 | Per PC |
| 353 | Disinfectant Toilet Cleaner Liquid (with 10.5% w/V Hydrochloric Acid1 ltr) | Item 353 | 1 | Per bottle |

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