

**OFFICE OF THE  
DISTRICT MAGISTRATE & COLLECTOR  
SOUTH 24 PARGANAS**

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Memo No: 05/MMC/E-Tender/PGE/2023

Dated: 30/03/2023

**NOTICE INVITING EXPRESSION OF INTEREST NO: SPG/MMC-05/2023**

Name of Scheme:

**SUPPLY OF STATIONARIES FOR THE PANCHAYAT GENERAL ELECTIONS 2023**

**SCHEDULE OF IMPORTANT DATES OF BIDS**

PARTICULAR	DATE & TIME
Date of Publication of e-NIT	<u>31.03.2023 at 5.00 pm</u>
Document download start date & time	<u>31.03.2023 at 5.00 pm</u>
Document download end date & time	<u>17.04.2023 up-to 1.00pm</u>
Pre-bid meeting in the room of the office of the Addl. District Magistrate, South 24 Parganas Zilla Parishad	<u>10.04.2023 at 2.00 pm</u>
Bid submission start date & time	<u>31.03.2023 at 5.00 pm</u>
Last date & time of online submission of Technical Bid and Financial Bid.	<u>17.04.2023 up-to 02.00 pm</u>
Date & Time of opening of Technical Bid in the Office of the Additional Executive Officer, South 24 Parganas Zilla Parishad	<u>19.04.2023 at 2.00 pm</u>
Last date for submission of Samples	<u>20.4.2023 up-to 05.00 pm</u>
Date & Time of opening of Financial Bid in the office of the South 24 Parganas Zilla Parishad	<u>24.04.2023 at 2.00 pm</u>
Date & Time for verification of the samples in the Office of the Additional Executive Officer, South 24 Parganas Zilla Parishad	<u>26.04.2023 at 2.00 pm</u>
Validity of bid	<u>180 days</u>
Period of execution	<u>7 days after the receipt of Work Order</u>

On behalf of the District Magistrate, South 24 Parganas, the Additional District Magistrate (ZP), South 24 Parganas invites online e-expression of interest in **TWO BID SYSTEM** for the works from reliable, resourceful, bona-fide and experienced firms / companies / contractors having requisite financial capability and sufficient relevant work experience. The details are given below:

Name of work	Location of Work	Scope of Work
SUPPLY OF STATIONARIES FOR THE PANCHAYAT GENERAL ELECTIONS 2023	MATERIALS ARE TO BE SUPPLIED AT FOUR SUB DIVISION OFFICES (BARUIPUR/ DIAMOND HARBOUR / CANNING / KAKDWIP) WITH BLOCK WISE SEGREGATION, AND DISTRICT MATERIAL CELL AT ALIPORE, WITH BLOCK WISE PACKAGING AS PER WORK ORDER.	ITEM-WISE RATE OF THE ITEMS ARE TO BE QUOTED IN BOQ INCLUDING ALL TAXES / GST.

<b>Contract Period</b>	<b>Six months (180 days)</b>
<b>Approximate Estimated Cost</b>	<b><u>Rs. 1,74,88,940.00 (Rupees one crore seventy four lakh eighty eight thousand nine hundred forty only)</u></b>
<b>Security Deposit against work</b>	<b><u>Rs. 3,50,000.00 (Rupees three lakh fifty thousand only)</u></b>
<b>Bid Inviting Authority</b>	Additional District Magistrate (Zilla Parishad), South 24 Parganas AND Additional District Magistrate, Materials Management Cell, South 24 Parganas, by virtue of the order of the District Magistrate and District Panchayat Election Officer, South 24 Parganas

<p><b>TECHNICAL BID</b></p> <p><i>Eligibility Criteria for Qualification of the bidders in the Technical Bid</i></p> <p><b>*SIMILAR NATURE OF WORK: SUPPLY OF STATIONARIES FOR ELECTION OR OTHER PURPOSES</b></p> <p><b>CREDENTIAL CERTIFICATE</b> in the form of completion certificate issued by appropriate authority from any Government Office</p> <p>OR</p> <p><i>In the form of supply order for different types of stationaries used in elections, etc.</i></p> <p><b>TURN OVER:</b> Audited Balance Sheet shall have to be produced in support of the turn over claim for the last 3 consecutive Financial years.</p> <p><b>NOTE:</b> Original documents will be verified only in case of doubt and complaint</p> <p><b>IMPORTANT:</b> If the bidders do not upload these requisite documents in the e-tender portal, they will summarily be rejected during evaluation. If anyone found to be submitting false or manufactured credential, then the bidder may be black listed or prevented from participation.</p>	<p><b>CREDENTIAL:</b></p> <p><b>1. CREDENTIAL/EXPERIENCE:</b></p> <p>a. Intending bidders should produce credentials of completion of a 'similar nature of work'* having minimum value of 40% of the estimated amount put to tender during 5(five) years prior to the date of issue of the tender notice;</p> <p><b>OR</b></p> <p>Intending bidders should produce credentials of 2(two) similar nature of completed work, each of the minimum value of 30% of the estimated amount each put to tender during 5(five) years prior to the date of issue of the tender notice;</p> <p>b. After opening of the Financial Bid, the L-1 bidder have to show the samples of all the items he/she has bid for on 26.04.2023 for quality checking by the Tender Committee.</p> <p><b>2. TURNOVER:</b> <u>Average Audited Annual Turn Over</u> for the last 3 (Three) consecutive Financial Years should be equal to or more than <b>60%</b> of the total estimated amount put to tender. The turnover will be indexed at the rate of 8% for a completed year.</p> <p><b>3. NON STATUTORY DOCUMENTS:</b></p> <p>a. Valid Trade License  b. Income Tax return for the latest financial year  c. GST Registration certificate  d. Professional Tax Return for the latest financial year (if applicable)  e. Pan Card photo copy.</p> <p><b>4. OTHER DOCUMENTS:</b></p> <p>a. Declaration in an affidavit that no litigation is pending against the Firm/company/contractor or not black listed  b. Document to prove ownership / lease hold of plant &amp; machinery as prescribed by the authority</p>
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	<p>in the tender</p> <p>c. Power of Attorney if any</p> <p>Labour Cooperative Societies &amp; Co-Operative Societies should submit proof of their registration, validity to participate in this tender and EMD exemption if allowed by the State.</p>
Earnest Money Deposit :	<p>Necessary Earnest Money [2% of Approximate Tender amount, i.e. Rs. 3,50,000.00] and Cost of Tender Paper will be deposited by the bidder electronically: online - through his net banking enabled bank account, maintained at any bank]. Intending Bidder will get the Beneficiary details from e-tender portal with the help of Digital Signature Certificate and may transfer the EMD from their respective Bank as per the Beneficiary Name &amp; Account No., Amount, Beneficiary Bank name &amp; IFSC Code and e-Proc Ref No. Intending bidder who wants to transfer EMD through NEFT/RTGS must read the instruction of the Challan generated from E-Procurement site. Bidders are also advised to submit EMD of their bid, at least 3 working days before the bid submission closing date as it requires time for processing of Payment of EMD. Bidders eligible for exemption of EMD as per Govt. rule may avail the same and necessary documents regarding the exemption of EMD must be uploaded in the EMD folder.</p>
Bid Document	<p>Bid Document is available in the e-Tendering portal of Govt. of West Bengal, <a href="http://wbttenders.gov.in">http://wbttenders.gov.in</a> Bidders who have registered with National Informatics Centre (NIC) can participate in the tender. Interested bidders shall register with NIC in advance. Document requisition shall be done as per instruction given in the Information to Bidders (ITB).</p>
Technical Bid Evaluation	<p>The Technical Bid will be evaluated by the Tender Committee chaired by Addl. District Magistrate (Zilla Parishad). Original documents will have to be produced by the bidders as and when asked by the bid evaluation authority.</p> <p>Only the technically qualified bidders can advance for Financial bid.</p>

Date and time of opening of Financial Bid submitted on line of only the technically qualified bidders	<u>24.04.2023 at 2.00 pm</u>
Financial Bid	Item-wise rate including all Taxes/GST shall be quoted in the Financial Bid.
Validity of Bid	180 days
E-Tender registration and bidding	<p><b><u>ONLINE BIDS:</u></b></p> <p>The bidders interested to submit the bid Online shall get registered and get a digital signature as per the procedure described below:</p> <ul style="list-style-type: none"> <li>• Agencies/Bidders who are interested in participating e-tenders are requested to contact the representatives of NIC for registration, computer setting and clarification on e-tendering.</li> <li>• Online Tenders can be submitted by logging in the e-Tendering portal of Govt. of West Bengal i.e. <a href="http://wbtenders.gov.in">http://wbtenders.gov.in</a></li> <li>• <b><u>ONLINE BID SUBMISSION:</u></b> The Bidders are required to submit the Technical and Financial Bid documents <b>ONLINE</b> i.e. uploading of the documents complete in all respect by following the Online Bid submission procedure.</li> </ul>
Important Instructions	<ul style="list-style-type: none"> <li>• Names of the technically qualified bidders as per the bid criteria after verification with original [in case of doubt and complaint] &amp; evaluation will be displayed in the e-portal, this office notice board and official website by the tender evaluation committee.</li> <li>• The financial bid documents of the technically qualified bidders will only be opened.</li> <li>• Bidders, who qualify the Technical Evaluation will have to submit sealed and stamped samples with their names clearly marked within 20/04/2023 upto 05.00 pm at the chamber of the Deputy Secretary, South 24 Parganas Zilla Parishad, which will be taken under</li> </ul>

consideration during verification of samples after opening the financial bid.

- **Successful bidders will be selected on lowest rate basis and acceptance of the sample. If the sample of lowest bidder is not satisfactory, the Tender Committee may select the next lowest bidder if his sample is found acceptable. The decision of the Tender Committee on acceptance of sample will be full and final.**
- Financial comparison chart of bidders & selected Bidders, will be published on the next day after opening. Bid inviting authority of South 24 Parganas reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reasons whatsoever.
- The intending bidders are requested to visit the delivery site before quoting their rates.
- Each Bidder shall submit maximum two Bids in each NIT. A Bidder who submits more than two Bids as individual or Partner for one NIT will cause the proposals with the Bidder's participation to be disqualified.
- **Tenderer may quote for one / all the items in appropriate BOQ(s).**

**LIST OF DIFFERENT TYPES OF STATIONARIES REQUIRED FOR  
PANCHAYAT GENERAL ELECTIONS 2023**

SI No	Item	Specification	Approximate Unit to be supplied (PCS)
<b>STATIONARIES</b>			
1	Antibacterial Soap	30 gm	14000
2	Badge	Plastic	100
3	Badge	Metal	100
4	Ball Pen Use & throw all colors	Use & Throw Ball Pen	28000
5	Blade	Stainless Steel Blade	8000
6	Blank CD 700 MB (50 Pcs Box) with Jacket	Blank	100
7	Blank DVD (50 Pcs Box) with Jacket	Good Quality	100
8	Blank Envelop (Cloth)	A4 Size Green	250
9	Blank Envelop 11"x 5"	Brown	1000
10	Blank Envelop 11"x 5"	White	1000
11	Bodkin (Phorna)	Good Quality, 6"	8000
12	Bound Register 10 no	Good Quality	200
13	Bound Register 4 no	Good Quality	200
14	Bound Register 6 no	Good Quality	200
15	Bound Register 8 no	Good Quality	200
16	Brown Paper for Packing	Art Paper Size	16000
17	Calculator	12 digit, ordinary	400
18	Candle	8 inch	35000
19	Candle	10 inch	500
20	Carbolic Acid (100 ml Bottle)	Good Quality	100
21	Carbon Paper	A4, 100 pcs per pkt	500
22	Cello tape	1/2", 2.2 M Coil	8000
23	Chalk	30 pcs box	100
24	Clay Paper Weight	50 gms each	40000
25	Clip Board	Good Quality, A4	500
26	Cloth Duster	18" X 18"	32000
27	Cloth Pasted Cover	21" x 14"	100
28	Correction Pen	Branded	200
29	Dendrite Tube	10 ml	100
30	Distinguishing Mark	Plastic Handle & synthetic rubber	16000
31	Double Punch	Good Quality	100
32	Eraser	Good Quality	8000
33	Fevi Quick	0.5 gm	100
34	Fevi Stick	8 gm	500
35	Fevi Stick	15 gm	500
36	File Cover with Flap	Good Quality, A4	2000
37	Flex Printing	Good Quality, in Sq. Ft.	500

38	Flexible Wire	6 inch long, 5 in a bundle	8000
39	Fourfold File Cover	Good Quality, Standard size	8000
40	Gems Clip Metal	Good Quality	200
41	Gems Clip Plastic Coated	Good Quality	200
42	Glass Bowl	18"	100
43	Gum	Big Bottle (300 ml)	8000
44	Hard Board (big)	6" X 4"	20000
45	Hurricane	Good Quality	8000
46	Hata (Big Spoon)	Steel	100
47	High Lighter Pen	All color, Good Quality	200
48	Karai (Big Bowl)	Aluminum	100
49	Kerosene Oil	Good Quality, in 5 lit Jurrricane	200
50	Knife (6" ordinary)	Good Quality	100
51	Lock & Key	Small Size, Good Quality	1000
52	Lock & Key	Link 5 lever	500
53	Lock & Key	Link 7 lever	500
54	Lock & Key	Godrej 5 Lever	200
55	Lock & Key	Godrej 7 Lever	200
56	Marker Pen	All color, Good Quality	100
57	Markin Cloth	1M x 1M	32000
58	Match box	Good Quality	10000
59	Metal Rule	10 inch	32000
60	Metal Seal	Half	8000
61	Metal Seal	Full	100
62	Morteen Coil	Good Quality	4000
63	Nail	1 bundle= 5 pc of 2.5" Nails	8000
64	Needle	6", Good Quality	8000
65	Permanent Marker Pen	Different colours	1000
66	Pen Drive 32 GB	Branded	100
67	Plastic Channel File	Good Quality, A4	300
68	Plastic Container for holding Indelible Ink (Small Container)	With lid	8000
69	Plastic Cover File	Good Quality, A4	8000
70	Plastic Dustbin	18"	8000
71	Plastic Jacket	42"x 30", Good Quality for Ballot Boxes	28000
72	Plastic Scale 12"	Good Quality	200
73	Plastic Tray	Good Quality	200
74	Post It	Small	100
75	Post it	Big	100
76	Rechargeable Light	Good Quality	6500
77	Rough Cotton	Good Quality, in KG	30
78	Rubber Band (2")	20 pc in a packet	16640
79	Rubber Band 2"	KG	10
80	Rubber Band 4"	KG	10

81	Rubber Band 6"	KG	10
82	Rubber Stamp (4-10 lines)	Polymer	500
83	Rubber Stamp (above 10 lines)	Polymer	100
84	Rubber Stamp (round)	Polymer	500
85	Rubber Stamp (upto 4 lines)	Polymer	500
86	Rubber Stamp	Facsimile	600
87	Rubber stamp ink	60 ml Bottle	8320
88	Scissors	Good Quality	100
89	Sealing Wax	Good Quality, stick	80000
90	Single Punch	Good Quality	200
91	Sketch Pen (Black, Blue, Red)	Good Quality (in Packet)	100
92	Sponge Cup	Good Quality	8000
93	Stamp Pad	Small ordinary	24960
94	Stapler	Kangaroo 10 No. Metal	600
95	Stapler	Kangaroo, Big Size, Good Quality	200
96	Stapler	Kangaroo HP-45	50
97	Stapler (Paddle)	Kangaroo TP-10 Manual 23/8-H Metal Stick Stapler	10
98	Stapler Pin	Small, Good Quality	1000
99	Stapler Pin	Big, Good Quality	500
100	Stapler Pin	Good Quality, For Paddle Stapler	200
101	Steel Clip	3"	100
102	Steel Clip	4"	100
103	Steel Pin	(30 Pcs.Pouch)	8000
104	Stove	Good Quality	100
105	Sutli	1 ball=50 gram	8000
106	Tag	1 bundle= 10 pc	8000
107	Tarpin Oil	Good Quality, 1 Ltr. Bottle	150
108	Thin Twine Thread (white)	1 ball=20gm	16000
109	Thinner	Good Quality, 1 Ltr. Bottle	100
110	Thread Ball (red & white)	1 ball=20 gram	8000
111	Water Jug	Good Quality	100
112	White Paper DFS	Good Quality	50
113	White Paper FS	Good Quality	14000
114	Wire Cutter	Good Quality	400
115	Wooden Base Wire	Good Quality	8000
116	Wooden Pencil	Good Quality	14000
117	Xerox Paper	A4, 75 GSM	500
118	Xerox Paper	A3, 75 GSM	100
119	Xerox Paper	Legal, 75 GSM	100



## INFORMATION TO THE BIDDERS (ITB)

### Download of Tender

Tender to be downloaded only from the e-Tendering portal of Govt. of West Bengal i.e. <http://wbtenders.gov.in> The tender will be submitted in two bid system i.e. Technical bid & Financial bid only through online mode.

### Online Bid submission procedure

**Registration of Contractor:** Agencies/Bidders who are interested in participating shall have to get enrolled & registered with the Government e-Procurement system, through logging on to <https://etender.wb.nic.in>.

**Digital Signature certificate (DSC):** Each contractor is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of tenders, from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount or any service provide as may be allowed by the Finance Department, Govt. of West Bengal.

**Tender Download:** The contractor can search & download NIT & Tender Documents electronically from computer once he logs in to the e-Tendering portal <http://wbtenders.gov.in> using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**Submission of Tenders:** Tenders are to be submitted through online to the stipulated website in two folders at a time, one in Technical Bid & the other in Financial Bid before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded duly digitally signed. The documents will get encrypted (transformed into non readable formats).

**Submission of Earnest Money Deposit:** The earnest money deposit has to be made and submitted following the clauses as mentioned in the bid document.

### A. Technical Bid:

The Technical proposal should contain scanned copies of the following (all in PDF file) in 2 (two) covers (folders),

#### Cover A-1 >Statutory Cover file Containing

NIT (Properly upload the same Digitally Signed).

#### Cover A-2 >Non- Statutory Cover (Mandatory Documents)

All the documents as given under TECHNICAL BID

**Note:** Failure of submission of any of the above mentioned documents (as applicable) i.e. statutory and non-statutory documents will render the tender liable to be rejected.

### B. Financial Bid:

The financial proposal should contain the following documents in one cover (folder):

The contractor shall quote the ITEM-WISE RATE INCLUDING ALL TAXES/GST through online mode only in the space marked for quoting rate in the Bill of Quantities (BOQ). Only downloaded copies of the above documents, digitally signed by the contractor are to be uploaded (Excel file).

### PAYMENT:

Payment against the bill claim subjected to verification by the competent authority will be made on availability of fund.

EMD of the successful bidder shall be adjusted against the bill claim while making payments.

The Payment of RA as well as final bill for any work will be made according to the availability of fund and no financial claim in case of any delay in payment will be entertained. No bidder can hamper the progress of work by stating non-payment of bills or non-receipts of payment. The financial capabilities of the bidder are evaluated through his annual turnover and no bidder can cite the non-payment as a reason for delayed completion or slow progress of work. Authority may impose penalty for delay in completion of work.

The mode of Payment of the bills are given below:

- Upto 5 lakhs of Estimated amount: No RA bill will be entertained.
- Upto 10 lakhs but not less than 5 lakhs: Only one RA bill will be entertained.
- Upto 50 lakhs but not less than 10 lakhs of estimated amount: Maximum three bills including final bill.
- More than 50 lakhs of estimated amount: Maximum four bills including final bill.

Other Terms and conditions: -

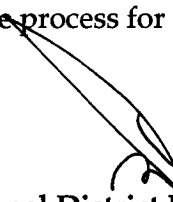
1. The credentials submitted by the bidders shall invariably be verified from competent authority through formal/informal ways. If the bidders are found producing manufactured credentials, then appropriate action for black listing/prohibition of participation / criminal proceeding shall be initiated by the bid inviting authority.
2. Sub-contracting by the successful bidder will not be allowed. Tender Committee shall take appropriate action against the willful defaulter.
3. Rates must include all sorts of carrying costs and other charges to the four Sub Divisions (Baruipur, Diamond Harbour, Kakdwip & Canning) and Materials Management Cell at Alipore in Block wise segregation / packaging. All rates are to be submitted item-wise as per the format given in the last page.
4. The Authority reserves the right to terminate the contract by giving 15 day notice to the agency in case if any deviation from the norms or any non-compliance.
5. The entire work shall be completed within the time frame given in the work order.
6. Time extension on completion of work shall not be given in any circumstances.
7. Bid Inviting Authority shall moot a proposal for Black listing or prohibition of any agencies' participation for a period of one year for blatant violation of tender norms or for vitiating tender process.
8. **Agreement:** Model agreement document shall be prepared by the bidder in consultation with the competent authority. The agreement will be signed only if the competent Authority has given the consent. The LOI and bid document shall become part of the agreement.
9. **Withdrawal of bid:** None of the bidder shall be allowed to withdraw the bid once submitted. If any bidder attempts to withdraw bid at any stage of the bidding process or decides to withdraw after issuance of work order, then the EMD shall be forfeited and process shall be initiated for either black listing the bidder or prohibiting participation in any tenders for a period of one year.
10. Cancellation of any tender due to unavoidable circumstance will lead to a fresh

tender which will be treated as 1<sup>st</sup> call only.

11. Decision of the Tender Committee, constituted for the Panchayat General Elections 2023, will be final in all respect.

The bid inviting authority reserves the right to reject or cancel any bid without assigning any reason whatsoever.

Any attempt by the bidders to produce fake or false documents and frivolous complaints with an intention to vitiate the tender process will be viewed seriously and the tender committee will take necessary action to initiate process for black listing them.

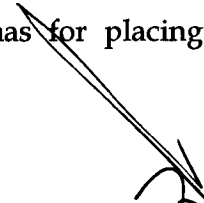
  
Additional District Magistrate (ZP)  
South 24 Parganas  
&  
BID INVITING AUTHORITY

Memo No: 05/1(8)MMC/E-Tender/PGE/2023

Dated: 30/03/2023

Copy forwarded for necessary action to:

1. PA to the ADM(G)/ADM(LA)/ADM(LR)/ADM(D) for placing the notice before ADM
2. Nazareth Deputy Collector, South 24 Parganas for displaying the e-NIT in office notice board
3. DPRDO, South 24 Parganas, for displaying the e-NIT in office notice board
4. DIO/DIA, NIC South 24 Parganas with a request to upload the notice in the District Website
5. DICO, South 24 Parganas with a request to publish the brief advertisement about the e-NIT in one Bengali and one English daily local newspaper(s), abridged version will be sent soon.
6. DIA, South 24 Parganas Zilla Parishad with a request to upload the notice in [www.wbtenders.gov.in](http://www.wbtenders.gov.in)
7. CA to District Magistrate, South 24 Parganas for placing the notice before District Magistrate
8. Notice Board

  
Additional District Magistrate (ZP)  
South 24 Parganas  
&  
BID INVITING AUTHORITY

## Item Rate BOQ

Tender Inviting Authority: Additional District Magistrate (ZP) &  
AEO, South 24 Parganas Zilla Parishad

Name of the Work: Supply of Stationaries for the Panchayat General Elections 2023, to four Sub Divisions (Baruipur, Diamond Harbour, Kakdwip, Canning) with Block wise segregation and Materials Management Cell at Alipur, in Block wise packaging.

Name of the Bidder / Bidding Firm / Company					
<b>PRICE SCHEDULE</b>					
(This BOQ template must not be modified / replaced by any bidder and the same should be uploaded after filling the relevant columns. In e-tender, bidders are allowed to enter the Bidder Name and Values only)					
NUMBER#	TEXT	NUMBER	TEXT	NUMBER	NUMBER
Sl. No.	Item Description	Quantity	Units	BASIC RATE WITH TAXES /GST in Figures to be entered by the Bidder Rs. P.	TOTAL AMOUNT with Taxes / GST in Rs. P.
1	Antibacterial Soap 30 gms	14000	PC		
2	Badge Plastic	100	PC		
3	Badge Metal	100	PC		
4	Ball Pen Use & throw all colors Use & Throw Ball Pen	28000	PC		
5	Blade Stainless Steel Blade	8000	PC		
6	Blank CD 700 MB (50 Pcs Box) with Jacket Blank	100	BOX		
7	Blank DVD (50 Pcs Box) with Jacket Good Quality	100	BOX		
8	Blank Envelop (Cloth) A4 Size Green	250	PC		
9	Blank Envelop 11"x 5" Brown	1000	PC		
10	Blank Envelop 11"x 5" White	1000	PC		
11	Bodkin (Phorna) Good Quality, 6"	8000	PC		
12	Bound Register	200	PC		

	10 no Good Quality				
13	Bound Register 4 no Good Quality	200	PC		
14	Bound Register 6 no Good Quality	200	PC		
15	Bound Register 8 no Good Quality	200	PC		
16	Brown Paper for Packing Art Paper Size	16000	SHEET		
17	Calculator 12 digit, ordinary	400	PC		
18	Candle 8 inch	35000	PC		
19	Candle 10 inch	500	PC		
20	Carbolic Acid (100 ml Bottle) Good Quality	100	BOTTLE		
21	Carbon Paper A4, 100 pcs per pkt	500	PACKET		
22	Cello tape 1/2", 2.2 M Coil	8000	PC		
23	Chalk, white 30 pcs box	100	BOX		
24	Clay Paper Weight 50 gms each	40000	PC		
25	Clip Board Good Quality, A4	500	PC		
26	Cloth Duster 18" X 18"	32000	PC		
27	Cloth Pasted Cover 21" x 14"	100	PC		
28	Correction Pen Branded	200	PC		
29	Dendrite Tube 10 ml	100	PC		
30	Distinguishing Mark Plastic Handle & synthetic rubber	16000	PC		
31	Double Punch Good Quality	100	PC		
32	Eraser Good Quality	8000	PC		
33	Fevi Quick 0.5 gm	100	PC		
34	Fevi Stick 8 gm	500	PC		
35	Fevi Stick 15 gm	500	PC		
36	File Cover with Flap Good Quality, A4	2000	PC		

37	Flex Printing Good Quality, in Sq. Ft.	500	SQ.FT		
38	Flexible Wire 6 inch long, 5 in a bundle	8000	BUNDLE		
39	Fourfold File Cover Good Quality, Standard size	8000	PC		
40	Gems Clip Metal Good Quality	200	PACKET		
41	Gems Clip Plastic Coated Good Quality	200	PACKET		
42	Glass Bowl 18"	100	PC		
43	Gum Big Bottle (300 ml)	8000	BOTTLE		
44	Hard Board (big) 6" X 4"	20000	PC		
45	Hurricane Good Quality	8000	PC		
46	Hata (Big Spoon) Steel	100	PC		
47	High Lighter Pen All color, Good Quality	200	PC		
48	Karai (Big Bowl) Aluminum	100	PC		
49	Kerosene Oil Good Quality, in 5 lit jerrican	200	PC		
50	Knife (6" ordinary) Good Quality	100	PC		
51	Lock & Key Small Size, Good Quality	1000	PC		
52	Lock & Key Link 5 lever	500	PC		
53	Lock & Key Link 7 lever	500	PC		
54	Lock & Key Godrej 5 Lever	200	PC		
55	Lock & Key Godrej 7 Lever	200	PC		
56	Marker Pen All color, Good Quality	100	PC		
57	Markin Cloth 1M x 1M	32000	PC		
58	Match box Good Quality	10000	PC		
59	Metal Rule 10 inch	32000	PC		
60	Metal Seal Half	8000	PC		
61	Metal Seal Full	100	PC		

62	Morteen Coil Good Quality	4000	PACKET		
63	Nail 1 bundle= 5 pc of 2.5" Nails	8000	BUNDLE		
64	Needle 6", Good Quality	8000	PC		
65	Permanent Marker Pen Different colours	1000	PC		
66	Pen Drive 32 GB Branded	100	PC		
67	Plastic Channel File Good Quality, A4	300	PC		
68	Plastic Container for holding Indelible Ink (Small Container) With lid	8000	PC		
69	Plastic Cover File Good Quality, A4	8000	PC		
70	Plastic Dustbin 18"	8000	PC		
71	Plastic Jacket 42"x 30", Good Quality for Ballot Boxes	28000	PC		
72	Plastic Scale 12" Good Quality	200	PC		
73	Plastic Tray Good Quality	200	PC		
74	Post It Small	100	PC		
75	Post it Big	100	PC		
76	Rechargeable Light Good Quality	6500	PC		
77	Rough Cotton Good Quality, in KG	30	KG		
78	Rubber Band (2") 20 pc in a packet	16640	PACKET		
79	Rubber Band 2" KG	10	KG		
80	Rubber Band 4" KG	10	KG		
81	Rubber Band 6" KG	10	KG		
82	Rubber Stamp (4-10 lines) Polymer	500	PC		

83	Rubber Stamp (above 10 lines) Polymer	100	PC		
84	Rubber Stamp (round) Polymer	500	PC		
85	Rubber Stamp (upto 4 lines) Polymer	500	PC		
86	Rubber Stamp Facsimile	600	PC		
87	Rubber stamp ink 60 ml Bottle	8320	BOTTLE		
88	Scissors Good Quality	100	PC		
89	Sealing Wax Good Quality, stick	80000	STICK		
90	Single Punch Good Quality	200	PC		
91	Sketch Pen (Black, Blue, Red) Good Quality (in Packet)	100	PACKET		
92	Sponge Cup Good Quality	8000	PC		
93	Stamp Pad Small ordinary	24960	PC		
94	Stapler Kangaroo 10 No. Metal	600	PC		
95	Stapler Kangaroo, Big Size, Good Quality	200	PC		
96	Stapler Kangaroo HP- 45	50	PC		
97	Stapler (Paddle) Kangaroo TP- 10 Manual 23/8-H Metal Stick Stapler	10	PC		
98	Stapler Pin Small, Good Quality	1000	PKT		
99	Stapler Pin Big, Good Quality	500	PKT		
100	Stapler Pin Good Quality, For Paddle Stapler	200	PKT		
101	Steel Clip 3"	100	PC		
102	Steel Clip 4"	100	PC		
103	Steel Pin (30 Pcs. Pouch)	8000	POUCH		
104	Stove Good	100	PC		



	Quality				
105	Sutli 1 ball=50 gram	8000	BALL		
106	Tag 1 bundle=10 pc	8000	BUNDLE		
107	Tarpin Oil Good Quality, 1 Ltr. Bottle	150	BOTTLE		
108	Thin Twine Thread (white) 1 ball=20gm	16000	BALL		
109	Thinner Good Quality, 1 Ltr. Bottle	100	BOTTLE		
110	Thread Ball (red & white) 1 ball=20 gram	8000	BALL		
111	Water Jug Good Quality	100	PC		
112	White Paper DFS Good Quality	50	SHEET		
113	White Paper FS Good Quality	14000	SHEET		
114	Wire Cutter Good Quality	400	PC		
115	Wooden Base Wire Good Quality	8000	PC		
116	Wooden Pencil Good Quality	14000	PC		
117	Xerox Paper A4, 75 GSM	500	PACKET		
118	Xerox Paper A3, 75 GSM	100	PACKET		
119	Xerox Paper Legal, 75 GSM	100	PACKET		