

Memo no. 6351/E
Dt. 26/11/2021

Government of West Bengal
Office of the
Superintendent of Police, Birbhum
Suri, Birbhum, 731101

TENDER NOTICE

Annual Sealed Tender are invited on behalf of the Governor of West Bengal by the Superintendent of Police, Birbhum from bonafide Printing Press owners/ manufacturers / suppliers / authorized firms / authorized dealers / Government contractors / Tenderers / Government undertakings / Co-operative societies having Registered Trade License for purchase / supply / job works of Furniture / Stationery Articles / Printing of Government Forms & Registers / Computer articles/ Internets & Electric articles etc. for the use of the Office of the undersigned for the financial year 2021-2022. The terms of contract will be effected from the date of acceptance of this Tender up to March'2022 or until further order.

The tender papers should be super-scribed as "SUPPLY OF TENDER ARTICLES FOR THE YEAR 2021-2022" in sealed cover. The Rate of each Item should be furnished item wise on the schedule available from the office of the undersigned. The rate for supply of each item shall be inclusive of all charges if any. Trade Mark/ Brand should be mentioned on each of the items. The Tender should be submitted by **17/12/2021** within **12:00** hrs which will be opened on **17/12/2021** at **16:00** hours at the office chamber of the undersigned. The Tender be submitted in the earmarked tender-box mentioning the schedule on the sealed cover, kept at the office of the Head Clerk of the office of the Superintendent of Police, Birbhum. The tenderers may remain present at the time of opening of Tender.

The undersigned preserves the sole right to accept or cancel any/part/whole of the Tender without showing reason thereof.

The schedules are to be obtained from the office of the undersigned on payment upto **16/12/2021** by **12:00** hrs. If the office remains closed for any unavoidable reasons on the dates fixed for Supply of Schedule or Dropping of Tender, next working day shall be treated for supply of schedule or dropping of tender, as the case may be. Time will remain unchanged.

The Head and Number of Schedules of Tender Articles are mentioned below :

No.	Name of Schedule of Tender Articles	Cost of Schedule	Earnest / Security Money.
1.	Purchase of Steel / Wooden Furniture & Other Articles	Rs. 100.00	Rs. 10000.00
2.	Purchase of Stationery Articles	Rs. 100.00	Rs. 10000.00
3.	Printing of Govt. Forms/Registers	Rs. 100.00	Rs. 10000.00
4.	Electric Articles	Rs. 100.00	Rs. 10000.00
5.	Internet Service	Rs. 100.00	Rs. 2000.00
6.	Computer Articles	Rs. 100.00	Rs. 5000.00

An earnest money for each Schedule of Tender Articles should be furnished in the shape of Bank Draft / National Savings Certificate / Demand Draft along with the Tender; otherwise the Tender will be treated as rejected as per tender rule.

Original Clearance Certificates of Sales Tax, Professional Tax, CGST / SGST, Trade License, Credencial Certificate (Similar Work) having validity up to the date of submission of Tender should invariably be furnished at the time of purchase of Schedule, failing which the Schedule will not be supplied. Attested photocopy of the above certificates shall have to be furnished along with tender papers otherwise their tender will not be entertained. Photocopy of PAN card should be invariably submitted at the time of purchase of Schedule.

In case of expiry of Trade License during the period of 2020-2021, the renewed copy of the same should be produced at the time of supply of materials.

The successful Tenderers shall have to complete delivery of the articles within 10 (ten) days from the date of receipt of supply order, failing which the security deposit will be liable to be forfeited to Government and the suppliers concerned will not be considered for further supply whatsoever in future and legal action will be initiated.


Corrections / overwriting of the rate on the Schedule, if any, should be authenticated by the Full signature of the Tenderer.

Right of acceptance of the Tender will rest with the undersigned that also reserves the right to reject or review or divide amongst the Tenderers without assigning any reasons thereto.

Single price of an item should be furnished. Under no circumstances a range of rates for a single item will be taken into consideration.

Sample of each item shall have to be produced by the Tenderers at the time of selection of agency and articles.

Any clarification required in the regard to this tender notice may be obtained from the office of the undersigned.



Superintendent of Police
Birbhum

Memo No. _____/E

Dated _____

Copy forwarded to :

1. The Special Inspector General & Dy Inspector General of Police (O), West Bengal Police Directorate, Bhabani Bhawan, Kolkata 27 – this has a reference to Police West Bengal ORG no 2715(110)/ Fin / Aud dated 28/5/2010 and for arranging uploading of the tender notice in the West Bengal Police website.
2. The Sabhadhipati, Birbhum Zilla Parishad – for its display in his office notice board
3. The District Magistrate, Birbhum – for its display in his office notice board
4. All Commissioners of Police in West Bengal - its display in his office notice board
5. All Superintendents of Police / Commandants of West Bengal Police – for its display in his office notice board
6. The Chairman Suri Municipality – for its display in his office notice board
7. The District Information and Cultural Officer, Birbhum – for publishing the tender notice in two local news papers and intimate the date of publication for office records.
8. One copies each for Office Notice Board of Police Office, Birbhum and Police Lines. Birbhum


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