

**THE ODISHA STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.,
D-2, SAHIDNAGAR, BHUBANESWAR-751007**

**TENDER DOCUMENT
For
Office Stationery & Printing Items**

2017-18



January,2018

**Cost: Rs.560.00
(inclusive GST)**



TENDER DOCUMENT

for

Office Stationery & Printing Items

Tender Notice No.192(A):HRd:P&S:2017-18(Vol-IX)

Date:

Cost of Tender Document—Rs . 560 . 00 (inclusive GST)

Sale of Tender Documents

Upto 2 P.M Dt.10.01.18(Wednesday) and

Last date submission of filled in Tender

Documents up to 3 P.M on 20 .01.18(Saturday)

Address for submission of document &

opening of Tender at 4 P.M on 20.01.2018

At: OMFED CORPORATE OFFICE,

D-2, SAHID NAGAR, BHUBANESWAR

Name /Address of the Tenderer:

E-mail:

Tel.No.

Kind Attention for taking Assistance if any, General Manager(HR)

THE ODISHA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD

D-2, SAHID NAGAR, BHUBANESWAR

PHONE: 0674 – 2546030/ 2546121/2540417 FAX NO: 0674 – 2540974

E-Mail: omfed @ yahoo.com

Website: www.omfed.com

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**THE ODISHA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD.
D-2, SAHIDNAGAR, BHUBANESWAR-751 007**

Tender Notice No.192(A):HRd:P&S:2017-18(Vol-IX)

Date: 10.01.2018

**TENDER NOTICE FOR OFFICE STATIONERY &
PRINTING ITEMS**

Sealed tenders are invited in two bid system (Technical & Financial) from the Agencies/Bidders for supply of Office Stationery (Part – A) & Printing items (Part – B) for which bidders may quote for any one or both the parts. Tender documents can be purchased from the Federation Office between 10 A.M. to 2 P.M from 10.01.18 to 20. 01.18 on payment of Rs.560/- by cash. The tender documents can also be downloaded from our website www.omfed.com which shall be submitted along with Rs.560/- towards the cost of tender in shape of DD in favour of OMFED, payable at Bhubaneswar. Bids with EMD of Rs.5000/- in shape of DD for Part-A and Rs.7000/- for Part-B of Financial Bid respectively in favour of OMFED payable at Bhubaneswar shall be received upto 3 P.M dtd.20 .01.18 which shall be opened on the same day at 4 P.M at the above address, in presence of interested bidders. Bids without EMD shall not be considered.

OMFED reserves the right to accept or reject any or all the tenders or part thereof without assigning any reason.

General Manager(HR)

I. INSTRUCTIONS TO TE BIDDERS

- 1.0 General Information : Supply of Office Stationery & printing Items.
- 1.1 Name of work : Part - A - Supply of office stationery
Part - B - Printing Items
- 1.2 FOR Delivery : OMFED Corporate Office,
D-2, Sahidnagar, Bhubaneswar-751 007.
- 1.3 Period of supply : Within 03 (Three) months from the date of receipt of Purchase Order.

II. Documents to be furnished along with tender papers :

MODE OF PREPRATION & SUBMISSION OF BID:

The offer/bid should be prepared in two bid systems Technical bid and Financial bid(i.e. Part-A- Office Stationery & Part-B- Printing Items). The technical bid should consist of all technical details along with commercial terms and conditions.

- I. Cover 1(**Technical Bid**) shall be superscribed as “Technical bid” duly indicating the Tender Reference No which should contain the following :-
- Application for pre qualification in **Annexure- “ I”**
 - Proof of submission of EMD
 - The agency should furnish Registration Certificates
 - GST Tax Registration Certificates
 - Income Tax /PAN Registration Certificates
 - Details of experience if any on supply of Office Stationery & Printing Items to any Govt. office/PSU alongwith the copies of Purchase Ordes.
 - All requisite supporting documents in support of all claims made in tender document and Annexure-I.
 - Agencies/Bidders not submitted full information/documents at the first instance shall be rejected.

**(Full signature of the tenderer/bidder)
with Seal**

- III) Cover 2 (**Financial Bid**) should contain Price only and shall be superscribed as “Price bid’ duly indicating the Tender Reference No. as per **Annexure-II(Part-A-Office Stationery, Part-B- Printing Items.**
- a) The bidder is advised to see the sample quality of paper/ Stationery items, at OMFED Corporate office,D-2, Sahidnagar, Bhubaneswar at his own cost and responsibility during office hour from 10.01.18 to 20.01.18.
 - b) The quoted rate shall include cost of material, labours, transport, GST , royalties etc. if any.
 - c) Cover 1 and Cover 2 should be sealed individually and superscribed with the tender reference no. Both covers shall be placed in a third cover which shall also be sealed and superscribed “**TENDER FOR OFFICE STATIONERY & PRINTING ITEMS**” along with advertisement **Notice No.** in bold letters on the top of the envelop and same should be addressed to “**General Manager(HR), OMFED, D-2, Sahidnagar, Bhubaneswar-751007.**”
 - d) Submission of a tender by a Tenderer implies that he has read this notice and all other terms & conditions of Tender documents and has made himself aware of the scope and specifications for submission of tender/execution of the supply of Stationery items & Printing items.
 - e) The last date for receipt of the offer is marked in the tender Notice. In case the above date is declared as holiday for OMFED, then the bids will be received up to the given time on the next working day.
 - f) The offer may be sent by registered post/speed post/courier service/by hand so as to reach before/on the last date & time of receipt.
 - g) Tender received after the deadline of receipt indicated in Tender notice, shall not be taken in to consideration.
 - h) For any clarification in this matter, Bidder may contact to General Manager(HR),OMFED, D-2,Sahidnagar, Bhubaneswar during office hours.
 - i) **Envelop** (Cover) 1 i.e. **Technical Bid** will be opened on the scheduled date and time mentioned in the tender enquiry in OMFED, D-2, Sahidnagar, Bhubaneswar in presence of committee of officials and interested vendors or their authorized representatives. Tenderers may be present at the time of opening of the Tender.
- ii) **Envelop** (Cover) 2 i.e. **Financial Bid** of only those firms/agencies which satisfy technical requirements will be opened on the scheduled date and time mentioned in the tender enquiry or a date which will be intimated to the qualified bidders after the scrutiny of technical bids and the same will be posted on our web site. The bidders, whose Technical Bids are not found acceptable will be informed for the same and their financial bid will not be opened and EMD will be returned to them.

(Full signature of the tenderer/bidder)
with Seal

GENERAL TERMS & CONDITONS:

1) EARNEST MONEY/SECURITY DEPOSIT :

Both Parts-A & Part-B as mentioned in tender notice.

The bidder shall submit Rs.5,000/- & Rs.7,000/- respectively for Part A & Part B towards EMD(Refundable) deposit in the form of Bank Draft drawn on any Nationalized Bank favoring "OMFED" payable at Bhubaneswar.

- a) Tenders received without EMD shall summarily be rejected.
 - b) No interest shall be paid by OMFED against EMD amount submitted by the bidder.
 - c) The EMD of unsuccessful bidders shall be refunded within 30 days of finalization of tender.
 - d) The EMD of successful bidder shall be refunded within 30 days after 100% supply of stationery/printing items against Purchase Order.
 - e) The EMD shall be forfeited in case the bidder fails to supply/unwilling/reluctant to supply for any reasons what so ever as per purchase order condition.
- 2) The bidder shall submit the original **tender document with seal and signature on each page** within the stipulated period as a token of acceptance of terms & conditions. Tender documents in any other form and not completed in all respect shall be summarily rejected.
- 3) The quoted rate should be valid for 6 months from the date of opening of Tender Documents.
- 4) Tenders be addressed to OMFED at the following address :-
General Manager(HR)
The Odisha State Co-operative Milk Producers' Federation Ltd. (OMFED),
D-2, Sahidnagar, Bhubaneswar-751 007.
- 5) The OMFED may, at its discretion extend the deadline for the submission of bids mentioned above, in such case all rights and obligations of the OMFED and bidders shall be valid as mentioned previously to the new deadline as extended.
- 6) The Federation will not be liable for late in receipt of the tender after the due date/time due to any postal delay if sent by post.

**(Full signature of the tenderer/bidder)
with Seal**

7) Opening of bids by OMFED

- 7.1 The OMFED will open the bids, in the presence of bidders or his authorized representative who choose to attend, at the time and date specified in the tender notice, at the Corporate Office of OMFED, Bhubaneswar. The bidders or his authorized representatives who are present shall sign the tender opening document evidencing their attendance.
- 7.2 The bidders' name, bid prices, written modifications of bid or withdrawals and the presence or absence of the requisite bid security and such other details as the OMFED, at its discretion, may consider appropriate will be announced at the time of opening.
- 7.3 The OMFED shall prepare, for its own records, the minutes of the bid opening, including the information disclosed to those present.
- 7.4 The tenderers shall write the rates both in figure and in words for all its items described. In case of any discrepancy, rate in words shall be considered as correct rate.
- 7.5 Any correction/over writing made by the tenderers in the tender document must be initialed by the tenderers before submission of the tender documents.
- 7.6 The tender, on submission shall become the property of OMFED and the organization shall be under no obligation to return the same to the bidder.

8) Acceptance & finalization of bids:

- 8.1 The bidders are requested to see the samples for all the items (stationeries & paper for printing) at OMFED Corporate Office from 01.01.18 to 20.01.18 during office hour. Accordingly the bidders will be quoted their rates in the tender document for finalization of the tender.

9) Rate & Verification of Sample:

- 9.1 The bidder is advised to see the sample and quality of paper/ Stationery items, at OMFED Corporate office, D-2, Sahidnagar, Bhubaneswar at his own cost and responsibility.
- 9.2 The quoted rate shall include cost of material, labours, transport, GST , royalties etc. if any.

10) Quantities:

- 10.1 The quantities mentioned in the schedule are the estimated quantities only which are not to be taken as the actual and exact quantity to be supplied by the bidder. The OMFED may make any variation of the quantity & quality or any part thereof that may in its opinion be necessary for that purpose as mentioned below :-
- a) Increase or decrease of the quantities as mentioned in the schedule.
 - b) Omit any such item if found necessary after issue of Purchase Order, if required.
 - c) Change the quality or kind of any such items.
 - d) Additional requirement or any item required may be supplied by the bidder.
- 11) No such variation shall be made by the bidder without an order in writing by OMFED.
- 12) In case of any item where no specification is supplied by OMFED as mentioned in the tender document, such items shall be supplied in accordance with the sample of a reputed company/brand.

**(Full signature of the tenderer/bidder)
with Seal**

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Date: 10.01.18

- 13) In case of default by the bidder, failure or refusal to supply any item OMFED may purchase the same from local market and hold the bidder responsible for any excess cost involved thereby. Furthermore, OMFED reserves the right to terminate the contract in such cases and recover the penalty for the same from any amount due to the contractor or which may become due in future.
- 14) **Issue of Purchase Order:**
OMFED shall issue the provisional purchase order in duplicate to successful bidder. The duplicate copy of the purchase order shall be returned within 7 days of its issue, duly signed and sealed in each page by the bidder as token of acceptance of the purchase order.
The bidder shall start supply of all the items as per Purchase Order within one month of the receipt of the purchase order and shall complete within the periods of 3 (three) month. **The items are to be supplied FOR basis.**
- 15) **Rejection:**
The bidder should supply the stationery/printing materials as per the sample. In case of any variation and low quality the material supplied shall be rejected.
- 16) **Payment:**
After successful supply of all the items, the Bidder shall submit the bills in triplicate. The payment will be released after verification of materials supplied & C.M.R received from the Units wherever required, through a crossed account payee cheque/or E-Transfer. No interim payment shall be allowed.
- 17) **Penalty:**
In the event of bidder fails to supply/reluctant/refusal to supply the items, OMFED reserves the right to impose penalty @ 5% of the order value and also forfeit the EMD/Security Deposit.
- 18) **Disputes:**
18.1 The Federation and the bidder shall make every effort to resolve any dispute/disagreement in connection with the bid amicably by direct negotiation. However, the decision of Managing Director, OMFED will be final & binding in case the disagreement or dispute is not resolved by mutual negotiations.
18.2 Legal dispute if any, concerning to this supply shall be subject to such courts as exercising civil jurisdiction over Bhubaneswar.
- 19) **Miscellaneous:**
OMFED reserves the right to cancel any or all the tenders without assigning any reason thereof.

**(Full signature of the tenderer/bidder)
with Seal**

TECHNICAL BID

Tender Notice Ref.No. : 270(B):BD:HOV:13-17

Dated: 10.01.18

TECHNICAL BID – PRINTING & STATIONERY**(PRE-QUALIFYING REQUIREMENT)**

Sl.No.	Required Information	Details to be filled up by the Bidders Firm/Agency
	Name of Bidding Firm/ Agency (Attach certificates of registration)	
	Full Address of Registered Office with Telephone No. , FAX No. & Mobile No.	
	E-Mail ID:	
	Income Tax Registration No /PAN No. (Please Attach copy)	
	GST Tax Registration No./PAN No. (please attach copy)	
	Name of Proprietor/Owner of Agency	
	The bidder should have at least three(3) years experience in work of similar nature of Govt. Offices/PSU	
	Details of EMD	EMD Fee : Rs. _____ through transaction UTR No. _____
	Details of Bank	Name of Bank: _____ Account No. _____ Type of Account _____ IFSC Code _____ Cancel cheque is to be attached for reference
	If Agency blacklisted by any organisation	
	Name, Address, Designation, Mobile No. & E-mail address of contract person	
	Whether firms agrees to abide by the terms & conditions of the tender document ? In the event of award of the contract	

(Full signature of the tenderer/bidder)
with Seal

Place :

Date :

Tender Notice Ref.No. : 270(B):BD:HOV:13-17

Dated: 10.01.18

FINANCIAL BID – PRINTING & STATIONERY**PART-A****SUPPLY OF OFFICE STATIONERY FOR THE YEAR 2017-2018**

Sl.No.	Item Description	Unit	Specification	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
1	ARCH FILE (BIG)	NOS.	As per sample	1070		
2	ARCH FILE (SMALL)	NOS.	As per sample	630		
3	ALPIN	PKT	As per sample	260		
4	ALPIN HOLDER	NOS.	As per sample	110		
5	ATTENDANCE REGISTER	NO.4	As per sample	45		
6	BATTERY (PENCIL)	NOS.	As per sample	400		
7	BATTERY REMOTE	NOS.	As per sample	220		
8	BATTERY(BIG)TORCH	NOS.	As per sample	235		
9	BOARD FILE	NOS.	As per sample	45		
10	CALCULATOR 12 DIGIT	NOS.	As per sample	100		
11	CARBON PENCIL-BLUE	PKT	As per sample	135		
12	CELLO TAPE(Small)	NOS.	As per sample	140		
13	CELLO TAPE(BIG)-WIDE(2")	NOS.	As per sample	120		
14	CLIP BOARD	NOS.	As per sample	60		
15	CORRECTING FLUID (White)Pen	NOS.	As per sample	160		
16	CLOTH ENVELOP (SMALL) (10 x 12)	NOS.	As per sample	2700		
17	CLOTH ENVELOP (Legal size)	NOS.	As per sample	2300		
18	COVER FILE(CLOTH COATED)	NOS.	As per sample	300		
19	CUSHION	NOS.	As per sample	75		
20	DOT PEN (DOUBLE HEAD)	NOS.	As per sample	360		
21	DUPLICATING PAPER(EMAMI)	PKT.	As per sample	135		
22	DUPLICATING BOOK	NOS.	As per sample	100		

(Full signature of the tenderer/bidder)
with Seal

N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

Tender Notice No.192(A):HRd:P&S:2017-18(Vol-IX)**Date:10.01.18**

Sl.No.	Item Description	Unit	Specification	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
23	DOT PEN- CELLO GRIPPER	NOS.	As per sample	675		
24	DOT PEN(GREEN)	NOS.	As per sample	330		
25	ENVELOP 10*4.5 (W)	NOS.	As per sample	15800		
26	ENVELOP 10*4.5 (P)	NOS.	As per sample	18500		
27	ERASER (NATRAJ)	NOS.	As per sample	210		
28	EXERCISE NOTE BOOK-8 No.	NOS.	As per sample	50		
29	GUM 700ml.	BTL.	As per sample	45		
30	GLASS MARK PENCIAL(COLOUR)	NOS.	As per sample	90		
31	GLASS TUMBLER (ERA)	NOS.	As per sample	60		
32	GLASS MAT	NOS.	As per sample	100		
33	GLASS COVER	NOS.	As per sample	100		
32	JEMS CLILP	PKT.	As per sample	200		
33	MARKER PEN(HIGH LIGHTER)	NOS.	As per sample	100		
34	MARKER PEN(PERMANENT)	NOS.	As per sample	240		
35	NAPHTHALINE BALL	Pkt.	As per sample	50		
36	ODONIL	NOS.	As per sample	160		
37	PAPER FULL SCAPE	Dista	As per sample	65		
38	PENCIL (NATRAJ)	NOS.	As per sample	630		
39	PENCIL CUTTER	NOS.	As per sample	150		
40	PAPER CUTTER	NOS.	As per sample	40		

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Tender Notice No.192(A):HRd:P&S:2017-18(Vol-IX)**Date:10.01.18**

Sl.No.	Item Description	Unit	Specification	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
41	PAPER CLIP	NOS.	As per sample	160		
42	PAPER WEIGHT	NOS.	As per sample	150		
43	PUNCHING MACHINE(SMALL)	NOS.	As per sample	50		
44	PUNCHING MACHINE(SINGLE)	NOS.	As per sample	25		
45	PUNCHING MACHINE(BIG)	NOS.	As per sample	30		
46	PLASTIC FOLDER	NOS.	As per sample	1400		
47	PEON BOOK	NOS.	As per sample	25		
48	PAPER FLAG	SET	As per sample	100		
49	REFIL BLUE (SMALL)	PKT	As per sample	150		
50	REFIL RED(SMALL)	PKT	As per sample	120		
51	REFIL BLUE (BIG) CELLO GRIPPER	PKT	As per sample	400		
52	ROOM FRESHNER	NO.	As per sample	100		
53	RUBBER BAND	KG.	As per sample	180		
54	ROLLING PAPER	Dista	As per sample	25		
55	STAPLER (BIG)	NOS.	As per sample	35		
56	STAPLER PIN (BIG)	PKT.	As per sample	100		
57	STAPLER (SMALL)	NOS.	As per sample	135		
58	STAPLER PIN (SMALL)	PKT	As per sample	800		
59	STAMP PAD	NOS.	As per sample	80		
60	STAMP PAD INK-60ml	NOS.	As per sample	100		
61	SCALE (PLASTIC)-BIG	NOS.	As per sample	300		

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N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

Tender Notice No.192(A):HRd:P&S:2017-18(Vol-IX)**Date:10.01.18**

Sl.No.	Item Description	Unit	Specification	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
62	SOAP (Small)	NOS.	As per sample	400		
63	SEIZER	NOS.	As per sample	40		
64	TAG(Small)	BNDL. (50 NOS.)	As per sample	210		
65	TAG(BIG LESS)	BNDL. (50 NOS.)	As per sample	65		
66	TORCH LIGHT 3 CELL	NOS.	As per sample	25		
67	TORKIS TOWEL (BIG)	NOS.	As per sample	20		
68	TORKIS TOWEL (SMALL)	NOS.	As per sample	20		
69	WATER SPONGE	NOS.	As per sample	100		
70	WRITING PAD	NOS.	As per sample	450		
71	WASTE PAPER BASKET	NOS.	As per sample	180		
72	XEROX PAPER A-4 (75 GSM)	PKT.	As per sample	2300		
73	XEROX PAPER A-3 (75 GSM)	PKT	As per sample	20		

**(Full signature of the tenderer/bidder)
with Seal**

N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

PART-B**SUPPLY OF PRINTING MATERIALS FOR THE YEAR 2017-2018**

Sl.No.	Item Description	Specification (As per sample)	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
1	APPROVAL FORM	1 X 100	100		
2	ABSENTEE STATEMENT PAD	1 X 100	15		
3	ATTENDANCE SHEET	As per sample- A3 size	550		
4	BANK DEPOSIT SLIP(YELLOW)FOR PRODUCT(3 PART)	1 X 30 As per sample	5000		
5	BANK DEPOSIT SLIP(Big)(3 PART)(White)	1 X 30 As per sample	40000		
6	BANK DEPOSIT SLIP PUSH SALE(RED)(3 PART)(Red)	1 X 30 As per sample	5000		
7	BANK PAYMENT VOUCHER	1 X 100	50		
8	BIN CARD(As per sample)- (Balasore, Rourkela, Bhawanipatna)	Single card As per sample	6500		
9	BOOTH SUPERVISION REPORT	1X100 As per sample	20		
10	CHEQUE ISSUE REGISTER(160 FOLIO)	No.20 As per sample	20		
11	CRATE MOVEMENT REGISTER(Milk Mktg)(160 FOLIO)	No.20 As per sample	45		
12	CMR PAD	1 X 100 As per sample	35		
13	C.L.CARD	As per sample	1150		

(Full signature of the tenderer/bidder)
With Seal

N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

: 13 :

Sl.No.	Item Description	Specification (As per sample)	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
14	CREDIT BILL PAD	1+3X50	25		
15	CASH VOUCHER	1 X 100	120		
16	CREAM MILK RECEIPT VOUCHER WITH NUMBERING	1+2 X 100	10		
17	CASH BOOK NO.10 WITH FOLIO NUMBER	220(Folio)	10		
18	CASH BOOK NO.20 WITH FOLIO NUMBER	450(Folio)	10		
19	CCR FORMAT (JR.MANAGER TO TOP MANAGER)	A3 size (as per sample)	1000		
20	DAILY H.P STORE STOCK POSITION A-4 size	1x100	30		
21	DELIVERY CHALLAN WITH PAGE NUMBER	1+5X50	145		
22	DAK RECEIPT REGISTER-20 NO.(Rajdhani make)	NO.-20	25		
23	DAK DESPATCH REGISTER-20 NO.(Rajdhani make)	NO.-20	30		
24	FEED PACKING SLIP(PREMIUM)	4x4.5	500000		
25	FLAT FILE	NOS. As per sample	2200		

**(Full signature of the tenderer/bidder)
with Seal**

N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

: 14 :

Sl.No.	Item Description	Specification (As per sample)	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
26	FLY LEAF	NOS. As per sample	1900		
27	GATE PASS BOOK	1 +2 X50	85		
28	GHEE STICKER (MULTI COLOUR) JAGANNATH TEMPLE	As per sample	7000		
29	GHEE STICKER(BI- COLOUR)	As per sample	10000		
30	GENERAL ADVANCE FORM	1 X 100	50		
31	INTER OFFICE NOTE	1x100	40		
32	JOURNAL VOUCHER	1 X 100	225		
33	LEDGER	NO.12 240 folio	20		
34	LETTER HEAD PAD(BIG) (J.K.BOND PAPER)	1 X 100	200		
35	LOADING SHEET DESP.MILK	1 X 100	245		
36	MONEY RECEIPT (CASH) WITH NUMBERING	1 + 1 X 100	170		
37	MILK RECEPTION REGISTER(PG.NUMBERING)	No.20-320 Pg As per sample	90		
38	NOTE SHEET	1 X 100	250		

(Full signature of the tenderer/bidder)
with Seal

N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

: 15 :

Sl.No.	Item Description	Specification (As per sample)	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
39	NON CASH RECEIPT	1+2x100	35		
40	PURCHASE INDENT	1+1x50	170		
41	POLYPACK SHIFT REPROT	1x100 As per sample	15		
42	POLY PACK WEIGHMENT REGISTER-256 Pgs.	As per sample	30		
43	QUALITY MONITORING REPORT	1 x 100 As per sample	50		
44	REGISTER NO.4(64 pages)	As per sample	235		
45	REGISTER NO.6 (96pages)	As per sample	295		
46	REGISTER NO.8(128 pages)	As per sample	365		
47	REGISTER NO.10(160 pages)	As per sample	355		
48	REGISTER NO.12(192 pages)	As per sample	385		
49	REGISTER NO.14(224 pages)	As per sample	200		
50	REGISTER NO.16(256 pages)	As per sample	400		
51	REGISTER NO.20(320 pages)	As per sample	260		
52	STOCK REGISTER NO.10(160 pages)	As per sample	20		
53	STOCK REGISTER NO.12 (192 pages)	As per sample	45		
54	STOCK REGISTER NO.20(320 pages)	As per sample	70		
55	SHIFT REPORT (QUALITY CONTROL)	1 X 100 As per sample	50		
56	SHIFT INFO. (MILK PROCS.)	1 X 100 As per sample	10		

(Full signature of the tenderer/bidder)
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Sl.No.	Item Description	Specification (As per sample)	Quantity	Quoted Price (per unit)	Total Amount (Rs.)
57	SHIFT REPORT	1 X 100 As per sample	20		
58	STORE REQUISITION SLIP	1 X 100 As per sample	420		
59	SERVICE BOOK	1 X 100 As per sample	50		
60	T.A BILL	1 x 100 As per sample	70		
61	T.A ADVANCE PAD	1 X 100 As per sample	30		
62	TRUCK SHEET	1 +1 X 100 As per sample	340		
63	TALLY SHEET (MILK)	1X100 (As per sample)	290		

(Full signature of the tenderer/bidder)
With Seal

N.B: Rate should be quoted with all the Taxes/Transportation cost etc.

: 17 :

Tender Notice No.192(A):HRd:P&S:2017-18(Vol-IX)

Date:10.01.18

III. DECLARATION

I/We declare that I/We have gone through the above mentioned conditions of the contract and agree to accept the same for submission of the tender/execution of the supply. I am/we also agreeable to abide by these conditions until the finalization of tender/completion of the supply in all respect.

**(Full signature of the tenderer/bidder)
With Seal**

Date:

**Address for correspondence:
with Tel.No/Mobile No.**