

उच्च न्यायालय छत्तीसगढ़ बिलासपुर

परिशिष्ट-2

[नियम 4.4.2]

(निविदा सूचना का प्रारूप)

निविदा विज्ञापित क्र. 1352

दिनांक 07/02/2018

उच्च न्यायालय छत्तीसगढ़, बिलासपुर की ओर से निर्माताओं तथा उनके अधिकृत विक्रेताओं से स्टेशनरी सामग्री प्रदाय करने हेतु मोहरबंद निविदाएं आमंत्रित की जाती हैं। निविदा प्रपत्र अधोहस्ताक्षरकर्ता के कार्यालय से आवेदन प्रस्तुत कर (आयकर प्रमाणपत्र सहित) रु 200/- (दो सौ रुपये मात्र) नगद भुगतान कर दिनांक 15/02/2018 के पूर्व कार्यालयीन दिवस में प्राप्त किये जा सकते हैं।

विस्तृत विवरण हेतु कृपया लॉग इन करें: <http://www.cgighcohurt.nic.in>

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|-------------------------------------|--------------------|--------------|
| निविदा आवेदन बिक्री की अंतिम तिथि | 15.02.2018.....समय | 5.00. P.M. |
| निविदा आवेदन जमा करने की अंतिम तिथि | 28.02.2018.....समय | ..3.00. P.M. |
| निविदा आवेदन खोलने की तिथि | 28.02.2018.....समय | ..4.00 P.M. |

स्थान : उच्च न्यायालय छत्तीसगढ़, बिलासपुर रजिस्ट्रार जनरल का कक्ष

शा. शा. 34
6-2-2018
रजिस्ट्रार जनरल

HIGH COURT OF CHHATTISGARH, BILASPUR

“Tender Notice”

Tender Enquiry No. 1352.....

dated 07/02/2018

Dear Sir,

Subject: TENDER FOR : Stationery Items

DUE ON: 28-02-2018

I invite your offer for the supply of Stationery items "during the period from 01/04/2018 to 31/03/2019, listed below in accordance with the terms and conditions given in the enclosed annexure by the due date mentioned above: -

| S.No. | Particulars | Quality |
|-------|---|---|
| 01 | All Pin 70 Gm | Sample |
| 02 | Attendance Register Page 164 | JaiShri |
| 03 | Box File (Full Size) (Superior Quality) | Sample |
| 04 | Brown Paper Full Size (Superior Quality) | " |
| 05 | Bold Marker Pen | " |
| 06 | Carbon (Blue & Black) | (Kores) |
| 07 | Computer Ribbon EPSON FX-10 (Abb) | A bee Fill |
| 08 | Computer CD | Sony |
| 09 | Computer DVD | " |
| 10 | C.D. Cover | Sample |
| 11 | Cello Tap 1” | " |
| 12 | Cello Tap ½” | " |
| 13 | Cello Tap Brown 2” | " |
| 14 | Calculators | ORPAT -12 Digits -0T-400T & Claro CL-500 C & Other Good Quality |
| 15 | Envelop Laminated (Size 18X14) (Superior Quality) | Sample |
| 16 | Envelop Laminated (Size 12X16) " | " |
| 17 | Envelop Laminated (Size 12X14) " | " |
| 18 | Envelop Laminated (Size 12X10) " | " |
| 19 | Envelop Laminated (Size 12X6) " | " |
| 20 | Envelop Laminated (Size 10X8) " | " |
| 21 | Envelop Laminated (Size 12X6) " | " |
| 22 | Envelop Laminated (Size 10X8) " | " |
| 23 | Envelop Laminated With Cloth (Size 12X16) | " |
| 24 | Envelop White (Size 11 X5) 70 & 80 Gm | " |
| 25 | Envelop White (Size 10 X4.5) 70 & 80 Gm | |

| | | |
|----|--|-----------------------------------|
| 26 | Envelop White (Size 9 X4) 70 & 80 Gm | |
| 27 | Envelop White (Size 7 X4) 80 Gm | " |
| 28 | Envelop Window (Size 10X4.5) 70 | " |
| 29 | Fevi stik 8 Gm | Pidllite Ind. |
| 30 | Fevi Kwik | |
| 31 | File Pad (Superior Quality) लेस की लम्बाई एक मीटर | Sample |
| 32 | Gum Tube 30 ml | Navneet |
| 33 | Gum Pest 150 ml | Kores |
| 34 | Gum Pest 700 ml | " |
| 35 | High Lighter Pen (All Colour) | Luxor' |
| 36 | HP Laser Jet Cartridge No-12 A | HP |
| 37 | HP Laser Jet Cartridge Ho-78 A | " |
| 38 | HP Laser Jet Cartridge No-88 A | " |
| 39 | HP Laser Jet Cartridge No-30 A | " |
| 40 | Laser Jet Cartridge No-106 (SAMSUNG-M.L. No-2245 | SAMSUNG |
| 41 | Laser Jet Cartridge (Canon) 925 | Canon |
| 42 | Laser Jet Cartridge No-12 -A / 78-A /88-A/ 30-A & No-925 | Other Co. |
| 43 | Ledger Paper(Superior Quality)(P. Pkt 500 Sheet With Printing as Per Sample | Sample |
| 44 | Log Book Page 164 | Jaishri |
| 45 | Lace 36 "(Superior Quality)(Per Pkt 100) | Sample |
| 46 | Lace 24 "(Superior Quality)(Per Pkt 100) | " |
| 47 | Photo Copy Paper F-S Per Pkt 500 Sheet | J.K. Easy Copier-Green Pkt 70 GSM |
| 48 | Photo Copy Paper A-4 Per Pkt 500 Sheet | " |
| 49 | Photo Copy Paper A-3 Per Pkt 500 Sheet | " |
| 50 | Photo Copy Paper F-S Per Pkt 500 Sheet | J.K. Copier- Red Pkt 75 GSM |
| 51 | Photo Copy Paper A-4 Per Pkt 500 Sheet | " |
| 52 | Pencil Steno | Apsara |
| 53 | Pencil HB | " |
| 54 | Pencil Checking (Blue & Red) | Apsara/Natraj |
| 55 | Pad Ink (Blue/ Red) 100 ml | Mohni |
| 56 | Flag Yellow Colour - (Big Size) | CLARO |
| 57 | Flag Three Colour | CLARO |
| 58 | ADD Gel Pen (ACHIEVER) (Blue/Black/Red/Green) | ACHIEVER |
| 59 | Pen - 045 (Blue, Black, Red) | Reynold |
| 60 | Pen Holder (Blue/ Red) | Line |
| 61 | Pen (Blue/Black/Red) | TERAMAX |
| 62 | Pen Bold Marker | Sample- |

| | | |
|-----|---|----------------|
| 63 | Pen CD Marker | Camlin |
| 64 | Pen Stand (Superior Quality) (Small Size) | Sample- |
| 65 | Paper Cutter (Small) | Sample |
| 66 | Paper Cutter Blade (Small Size) | " |
| 67 | Plastic Scale | Camlin |
| 68 | Steel Scale | Sample |
| 69 | Plastic File Cover Wthi Steel Clip (Superior Quality) (Size F.S.) (CLARO-303) | Sample |
| 70 | Punching Machine No- HDP- 2320 | Kangaro |
| 71 | Punching Machine No-DP-600 | " |
| 72 | Pin Cushion (Superior Quality) | Sample |
| 73 | Poker (Plastic) (Superior Quality) | " |
| 74 | Poker Wooden (Big Size) | " |
| 75 | Paper Weight (Superior Quality) | " |
| 76 | Register 72Page | Eagle |
| 77 | Register 216 Page | " |
| 78 | Register 432 Page | " |
| 79 | Register 164 Page | Jaishri |
| 80 | Register 244 Page (Jaishri) | " |
| 81 | Gel Refill (R-20) (Blue/Black/Red/Green) | ADD |
| 82 | Gel Refill (Blue/Black/Red/Green) | Reynolds Racer |
| 83 | Jotter Refill ((Blue/Red/ Black) | Luxor |
| 84 | Refill -045 (Blue, Red, Black) | Reynolds |
| 85 | Refill – Roller (Blue/Black) | ADD |
| 86 | Refill (Blue/Black/Red) | TERAMAX |
| 87 | Rubber | NATRAJ |
| 88 | Rubber (Non Dust) | Apsara |
| 89 | Slip Pad No. 11 | Neelgagan |
| 90 | Slip Pad No. 33 | " |
| 91 | Slip Pad No. 40 | " |
| 92 | Stapler- No.10 | Kangaro |
| 93 | Stapler- No.555 | " |
| 94 | Stapler- No.HP-45 | " |
| 95 | Stapler- No.DS-12 S/17 | " |
| 96 | Stapler Pin – No.10 | " |
| 97 | Stapler Pin – No.24/6 | " |
| 98 | Stapler Pin – No.23/17 | " |
| 99 | Sealing wax | Kores |
| 100 | Stamp Pad (Blue / Red Colour) Size 160mm X97 mm | " |

| | | |
|-----|---|---------------|
| 101 | Stamp Pad (Blue/ Red) Size 110mm X 70 mm | " |
| 102 | Scissors Size 21.5 Cms. (Superior Quality) | Sample |
| 103 | Steno Book | Neelgagan |
| 104 | Sketch Pen Set (All Colour) | Camlin |
| 105 | Sharpener | Apsara |
| 106 | Stock Register Page 500 | NEEL SAGAR |
| 107 | Paper Size A-4 (P.Pkt. 500 Sheet) | JK MAX 67 GSM |
| 108 | Tag 8" (Per Bunch 50 no.) (8"Size) (Superior Quality) | Sample |
| 109 | Table Top Plastic | " |
| 110 | P.V.C. Leave (Plastic Envelop) (Size Fs. & A-4 | " |
| 111 | Computer Sticker (Size A-4) | Desmat |
| 112 | Laser Jet Cartridge & Refilling | - |
| 113 | Sutali (Plastic) Superior Quality) | Sample |
| 114 | Water Sponge | " |
| 115 | U – Pin (Plastic) | " |
| 116 | Plastic Cover (Clip File) (Nikon) (Size F.S.) | Nikon |
| 117 | Plastic File (Stick) (Size F.S.) | Sample |
| 118 | Plastic File (Stick) (Size A-4) | " |
| 119 | Laminated File Cover (Pink / Yellow Coliur) | " |
| 120 | Punch Blade Replacements (For Use in Punching Machine No- 2320) | Kangaro |

Note - All Articles must be in Superior Quality with Sample.

ANNEXURE –

ITERMS & CONDITIONS

1. The offer should be properly sealed with wax along all joints in an envelope mentioning on the envelope 'Tender Enquiry No. & Date, Due date of opening along with the tenderer's address' on the left hand side bottom of the envelope. Tenders received in envelope not properly sealed along all joints will be rejected straightaway.

2. Offer can be submitted personally in the Stationery Section of the High Court of Chhattisgarh, Bilaspur OR can be sent by registered post/speed post or courier service on the following address: -

The Registrar General,
High Court of Chhattisgarh,
BILASPUR
PHONE: 07752 – 241021, FAX: 07752 – 241031,

The offer must reach by the due date positively by 03.00 p.m.

3. Tenders will be opened at 04.00 p.m. on due date in the office of the Registrar General, High Court of Chhattisgarh, Bilaspur by the Committee in the presence of Tenderers if present at the time of tender opening, otherwise in their absence.

4. The offer/tender must be submitted in two envelopes viz. 1) for security amount or certificate of exemption 2) tender form mentioned accordingly. Envelope of the Security amount will be opened first, second envelop will be opened after verification of sufficient security amount and exemption certification thereto.

5. Security amount of Rs. 5000/- (Rupees Five Thousand only) must be deposited by the tenderers through challan in the head of "8443 सिविल जमा राशियां 103-प्रतिभूति" or submit a Demand Draft in the favour of Registrar General, High Court of Chhattisgarh, Bilaspur.

6. Tenderers must submit the specimen of the stationery items.

7. Tenderers must supply the stationery items as per specimen, if they do not supply the same as per specimen, the items supplied will be returned to them at their own cost.

8. The Prices quoted should be-

8.1 firm and FOR Destination basis by road/rail transport and in the unit enquired for.

8.2 valid for our acceptance for placement of order till 31st March, 2018 from the due date.

8.3 valid even if the full quantity of stationery required is not ordered in one lot.

8.4 inclusive of all govt. levies i.e. Excise Duty, Sales Tax etc. if applicable, which should be mentioned clearly.

8.5 inclusive of development/delivery charges if any, which will be borne by the tenderer.

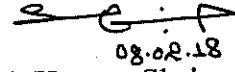
9. The delivery of the material offered must be guaranteed and in case of default, we reserve the right to levy liquidated damages as per our standard terms and / or cancel the order or procure the material from the open market at the risk and cost of the defaulting tenderer.

10. The complete specification of material offered along with cost break – up should be given in the offer.

11. In case of any clarification required by the tenderer before quoting, he can contact the Accounts Officer, High Court of Chhattisgarh, Bilaspur.

12. The High Court of Chhattisgarh, Bilaspur, reserves the right to accept or to reject any offer in part or the whole without assigning any reason thereto.

Thanking you,


08.02.18

(Atul Kumar Shrivastava)
Additional Registrar (Admn.)
High Court of Chhattisgarh,
Bilaspur.