



CHANDERNAGORE MUNICIPAL CORPORATION

No.IA/Tend/ 2021-22/ 208

Dated. 01.02.2022

TENDER NOTICE

Sealed tenders are invited from the experienced, resourceful and interested suppliers for supply of the following stationery items required for the department as mentioned below, during the financial year 2022-2023.

Tenders are to be given on or before 25.02.2022 within 3.00 p.m. and will be open on the same day at 3.30 p.m. Rates should be inclusive of all the taxes and other incidental charges if any.

In case accepted tenderer, fails to supply the required stationery items within the stipulated date & time, necessary stationary items will be procured from the available sources & the difference in cost will be recovered from the tenderers.

This Corporation reserves the right to accepted or reject any tender without assigning any reason whatsoever.

This Tender Notice may visit in CMC website No. www.chandernagoremunicipalcorporation.in

It is also noted that the items should be as per specification.

Items required for **Store Deptt. (Stationery Items)**

S/No	Description of items	Quantity Aprox	Rate Require
1	Rulled Register No.8 (96 pages) local as per sample	250 pcs	Per dozen
2	Rulled Register No.6 (72 pages) local as per sample	250 pcs	Per dozen
3	Rulled Register No.4 (48 pages) local as per sample	50 pcs	Per dozen
4	Exercise Book No-8 (Rulled) Pioneer Brand	250 pcs	do
5	Exercise Book No- 6(Rulled) do	250 pcs	do
6	Exercise Book No-4(Rulled) do	250 pcs	do
7	Peon Book No-4 C.M.C Printing as per sample (100page)	250 pcs	do
8	Envelop (C.M.C Printing) 10 x 4 (white)	5000 pcs	Per thousand
9	Carbon Paper(double sided)210mm x 330mm(kores)352/II blue	20 pkt	Per packet
10	Pencil Carbon 210mm x 330mm (kores) blue	50 pkt	do
11	Adhesive paste (gum) 700 ml camel brand	100 nos	Per dozen
12	do 300ml do	60 nos	do
13	Cover file (four folded) Big Ambassador brand (super quality)	400 pcs	Per dozen
14	Flat file,Big do	300 pcs	do
15	Flat file,Small do	100 pcs	Per dozen
16	C.M.C file with printing 18" x 14"(white) As per sample	6000 pcs	Per thousand
17	Flap with Tape (4"x 22") As per sample	6000 pcs	do
18	Pin kusun As per sample	60 pcs	Per dozen
19	Tag with cotton 12" As per sample	150 pcs	Per thousand
20	Thread Ball 100 gms (konarak)	10 pcs	Per thousand
21	Correction pen (Faber castell) 7ml	80 pcs	Per piece
22	Stamp pad ink liquid (blue) 60ml gripes	150 pcs	Per dozen
23	Stamp pad Medium violet size 110mm x 69mm faber castell	250 pcs	Per dozen
24	Pin (Bell 100 grms)	200 box	Per dozen
25	Gems clip (Bell 26mm bell)	200 box	Per dozen
26	Rulled Paper(4.6 kgs) 34.5 x 21.5cm (Pioneer)	150 rim	Per Rim
27	D.F.C Paper (8.6 kgs, Andhra)	400 rim	do
28	Demay Paper (7.4 kgs,Andhra)	150 rim	Do
29	Paper weight (as per sample)	100 pcs	Per dozen
30	Reffiles (small size) Blue (ok deluxe)	1000 pkt	Per hundred
31	-do- Black -do-	1000 pkt	do
32	-do- Red -do-	500 pkt	do
33	Stapler (gold 10) Kangaro Brand	100 nos	Per dozen
34	Stapler Pin (no-10) do	600 nos	Per dozen
35	Wood Pencil (Camlin)	200 pcs	Per Box
36	Arche file & ora index file	70 pcs	Per dozen

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S/No	Description of items	Quantity Aprox	Rate Required
37	Fax roller printer thermal	20 pcs	Per packet
38	Rubber Band (garder)	5 kg	Per kg
39	Stamp pad (small size 88mm x 44mm)	250 nos	Per dozen
40	Guard file (special)110 flap in each file (four colours) as per samp	170 pcs	Per dozen
41	Duplicating Paper (Ambasadder size-21 x 33cm)	200 box	Per box
42	Full Jharu As per sample	50 pcs	do
43	Lock & Key (7 lever) big, As per sample	120 nos	do
44	Mesaurment book, camel brand as per sample.	200 nos	do
45	National Flag (60cm x 40cm) As per sample	10 nos	do
46	Do (27cm x 18cm)As per sample	30 nos	do
47	Punching Machine (Max) As per sample	50 pcs	do
48	Towel Big (best quality) As per sample	30 pcs	do
49	Waste Bucket (plastic) As per sample	70 pcs	Piece
50	Battery 1.5volt small everedy	150 pcs	do
51	Remote Battery 1.5volt,1012 AAA R03/1 small everedy	300 pcs	do
52	Calculator 8/10 digit (citizen/casio)	15 pcs	do
53	Calculator scientific (do)	05 pcs	do
54	Dot Pen (twin-blue-red)	250 pcs	do
55	Duster (Big & small) As per sample	200 pcs	do
56	Store Requisition Sllip pad (with printing) As per sample	80 pad	lot
57	Envelop C.M.C printing 12" x 9" (white)	500 pcs	Lot
58	Do 12" x 6" (do)	500 pcs	Lot
59	Envelop C.M.C printing 12"x 8" (white)	3000 pcs	Per thousand
60	Envelop C.M.C printing 10" x 4.5" (white)	5000 pcs	Per thousand
61	Copier Paper (A-4size) copy power brand (75gsm)	350 pkt	Pkt
62	Copier Paper (Legal) do	150 pkt	Pkt
63	Copier Paper (A-3) do	20 pkt	Pkt
64.	High Lighter Pen (Yellow Colour)	20 pcs.	Per pc.
65.	High Lighter Pen (Green Colour)	20 pcs.	Per pc.
66.	Punching Machine	15 pcs.	Per pc.
67.	Sharpener	20 pcs.	Per pc.
68.	Scissor (Medium)	8 pcs.	Per pc.
69.	Marker Pen (Red Colour) (Blue Colour) } Big Size (Black Colour)	20 pcs. 20 pcs. 20 pcs.	Per pc. Per pc. Per pc.
70.	Room Freshner (Make – Premium)	20 pcs.	Per pc.
71.	Mosquito Killing Machine & Liquide (Make – Good Knight)	60 pcs.	Per pc.
72.	Mosquito Killing Machine & Liquide (Make – Allout)	60 pcs.	Per pc.
73.	Floor Matress (Watter Proof)	10 pcs.	Per pc.
74.	Water bottle (Plastic)	25 pcs.	Per pc.
75.	Wall Clock	10 pcs.	Per pc.
76.	Computer Coveer	8 pcs.	Per pc.
77.	Fevi Stick	40 pcs.	Per pc.
78.	Knife	10 pcs.	Per pc.
79.	Clip File	15 pcs.	Per pc.
80.	Door Mat	20 Pcs.	Per pc.
81.	Wood Pencil (Make – Feber Castle)	70 Pcs.	Per pc.
82.	Guard File (Required for Accounts Deptt.)	100 Pcs.	Per pc.
83.	Nirma Powder	30 kg.	Per kg.
84.	Colin	20 Pcs.	Per pc.
85.	Phenol (White Colour)	20 Ltr.	Per Ltr.
86.	Hand Brush	12 Pcs.	Per pc.
87.	Costic Soda	20 kg.	Per kg.
88.	Carbolic Acid	6 pcs.	Per pc.
89.	Khurpi	3 pcs.	Per pc.
90.	Mask	15 pcs.	Per pc.
91.	Greese	3 kg.	Per kg.
92.	Mop	12 Pcs.	Per pc.
93.	Bed Cover (6' / 7')	5 + 5=10 Pcs.	Per pc.
94.	Side Pillow Cover	10 Pcs.	Per pc.

S/No	Description of items	Quantity Aprox	Rate Required
95.	Head Pillow Cover	12 Pcs.	Per pc.
96.	Blanket	20 Pcs.	Per pc.
97.	Hand Wash (Make – Life buoy)	15 Bottle	Per Bottle
98.	Hand Wash (Make – Detol)	15 Bottle	Per Bottle
99.	Plastic Water Bottle	6 Bottle	Per Bottle
100.	Plastic Clear Bag	3 Dozen	Per Dozen
101.	P.P. Zip lock Packet 4" x 6"	10 Pkt.	Per Pkt.
102.	P.P. Zip lock Packet 5" x 7"	10 Pkt.	Per Pkt.
103.	P.P. Zip lock Packet 8" x 6"	10 Pkt.	Per Pkt.
104	Jute (cotton) for dasting, 24" 24" size (As per sample)	150 kg	Per kg
105	Computer ribbon,FX-105 product 12.7 mm x 15" mtrs	50 Pcs	Per Pc
106	Eraser	50 Pcs	Per Pc
107	Life buoy soap (120gm) Hindustan Pvt.Ltd	9000 Pcs	Per pc
108	Bar soap (501)	650 pcs	Per pc
109	Vim powder/Banded detergen powder (1kg packet)	80 pkt	Per pkt
110	Naphtholine (Bengal chemical)	20 kg	Per kg
111	Computer paper 15x12x1part- 80 GSM	13000 PCS	Per thousand
112	CMC File yellow	4000 pcs	Per pcs
113	CMC File Blue	4000 pcs	Per pcs

Commissioner/Secretary/Finance Officer
Chandernagore Municipal Corporation

Secretary
Chandannagar Municipal
Corporation

Copy to :-

1. Commissioner/Secretary/F.O
2. E.O & O.C (T.P.Cell)
3. Engineer
4. A. O.
5. System Analyst, I.T. Cell, for immediate uploading the notice in the official website.
6. Store Incharge
7. Office Notice Board
8. Borough Notice Board 1,2,3,4,5

9. M/S.....

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