

OFFICE OF THE DIRECTOR, ACHARYA HARIHAR POST GRADUATE INSTITUTE OF CANCER,
CUTTACK

TENDER NOTICE NO. 442 /dt. 27-01-2023
S-35/2017-22

Sealed tenders in two-bid system are invited from the manufacturers/authorized Dealers/ Registered firms / EPM or DGSD rate contract holders for supply of **Miscellaneous Articles and stationeries items**, to this institute for a period of one year on rate contract basis. The tenderers should quote make, model, unit price, taxes, delivery period, guarantee period, and validity and enclose self attested photocopy of GST registration certificate along with their tender. The **Last date of submission** of tender is fixed on **22.02.2023 at 5:00 PM**. The bidders has to deposit **Earnest Money of Rs.20,000.00** in shape of DD in favour of the Director, Acharya Harihar Regional Cancer Centre, Cuttack and submit in double sealed cover duly super-scribed with tenders for supply of **Miscellaneous Articles and stationeries items** with tender call notice No. & Date. Tenders shall not be received beyond the date and time fixed. The undersigned reserves the right to cancel one or all the tenders without assigning any reason thereof.

The tenders must be submitted by speed post/registered post only. The prices quoted shall be valid for one year. The undersigned reserves the right to cancel any or all the quotations without assigning any reason thereof.

Miscellaneous& Stationary Items

Sl No.	Description
1	Stapler (10 & 24/6)
2	Eraser for pencil
3	Pencil
4	Use and throw ball pen (Black/Blue/Red)
5	Cotton Rope
6	Naphtholin balls
7	Pencil sharpener
8	Godrej Navtal 6 lever lock 4 key
9	Godrej Navtol 7 lever lock 4 key
10	Stamp pad ink (violet)
11	Prepared gum (200 mL)
12	Thread roll
13	Plastic Bucket (15 ltr, 18 ltr, 20 ltr)
	Plastic Bucket 50ltr with cover
14	File Board
15	Dustbin Plastic (foot operated/normal)
16	Dosimeter battery (BF-22BV)
17	Washing powder (Surf) 500 gm
	Washing powder (Active Wheel) 500 gm
18	Full scape paper
	legal size paper
19	Mosquito Spray (200 ml)
20	Battery
	1050,
	1035,
	1015
	AAA,
	AA
	Medium Battery
	Lithium Battery (CR-123A- Hi-Energy)
	Glucometer battery

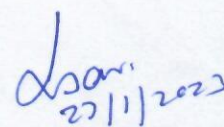
21	Fly leaf
22	Cover file
23	Mosquito repellent machine (Good Knight)
24	Mosquito repellent liquid (Good Knight)
25	Correcting fluid (white) bottle
	Correcting Pen
26	Plastic scale 12"
27	Metal Scale 12"
28	Stapler pin 10
29	Stapler pin 24/6
30	Room Freshner (200 ml)
31	White Paper (typing paper)
32	Alpin T-type
33	OT Slipper size 6 (Front Cover /plain)
34	OT Slipper size 7 (Front Cover /plain)
35	OT Slipper size 8 (Front Cover /plain)
36	OT Slipper size 9 (Front Cover /plain)
37	OT Slipper size 10 (Front Cover /plain)
38	OT Slipper size 11 (Front Cover /plain)
39	Wall Clock
40	Tailor Scissors
41	Re-stick (5 colour)
42	Permanent CD Marker (Black)
43	Marker pen (black)
44	Marker Ink (black)
45	LED Torch (Re-chargeable)
46	Hand wash (Pouch)
47	Hand wash (Bottle)
48	Plastic mug 1 Ltr
49	Plastic mug 2 Ltr
50	Plastic door mat (Different Size)
51	Coir door mat (Different Size)
52	Bag tarpaulin (10 kg capacity)
53	Bodkin
54	A4 size paper 70 GSM
55	A4 size paper 100 GSM
56	Mobaj Lock 6 lever no.31
57	Mobaj Lock 6 lever no. 41
58	Highlighter pen (Different color)
59	Bound Register 100 pages
	Bound Register 200 pages
	Bound Register 300 pages
	Bound Register 400 pages
60	Stamp Pad self-inking (violet)
61	Stamp Pad Ink (violet)
62	Paper weight (glass)
63	Washing Bar (Surf Excel)
64	Whiteboard marker pen (Red/Blue)
65	Washing Soap (Rin)
66	White Board (Different Size)

67	White Board Duster
68	Cotton Paper Tag
69	Double hole punch machine
70	Arch File
71	Envelope (Different Size)
72	Adhesive Tape (1/2 " , 1",3") (Transparent)
73	Wooden Hammer /Iron hammer ½ kg.
74	Sliding Wrench (12",15")
75	Height Measuring Tape (Wall Mountable)
76	Data Hanging Chart
77	Extension Board with multi plugging facility(Different length)
78	Induction Burner
79	Plastic container with open mouth (storage capacity:5kg)

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23/11/2023
Director

TERMS & CONDITIONS

1. The tenderers shall submit the tender documents with commercial bid in sealed envelope superscribed as commercial bid (Cover-A) and price bid in sealed envelope superscribed as price bid (Cover-B), which will be kept inside single sealed envelope superscribed as "Tender for Purchase of Miscellaneous & Stationary Items.
2. The tenderers have to submit the following documents along with the tender paper in commercial Bid (Cover-A):
 - a. Attested Xerox copy of Pan Card in the name of the agency.
 - b. DD of Rs. 2000.00 (non-refundable) against purchase of tender paper in the name of The Director, Acharya Harihar Regional Cancer Centre, Cuttack.
 - c. Attested Xerox copy of Registration Certificate registered under GST.
 - d. An undertaking that the quoted prices are not more than the prevailing market price/MRP.
 - e. Account payee DD worth Rs. 20,000.00 towards cost of EMD in the name of The Director, Acharya Harihar Regional Cancer Centre, and Cuttack.
3. The delivery should be at the Non-Technical Store of this hospital in good condition.
4. Any conditional tender will not be accepted.
5. No advance payment will be made against execution of order. The required items are to be procured on credit basis against different orders, and payment will be made on submission of bills in triplicate to the undersigned. The authority will not be liable for delay in payment in an unavoidable circumstance like paucity of funds, etc.
6. The rates quoted shall be valid for a period of one year from the date of finalization of the tender.
7. Selection of items may be followed by selection of samples as per given specification whenever necessary.
8. Tenderers qualified after opening of the technical bid shall be called for opening of price bid of the tender, the date and time of which shall be intimated in due course.
9. No tender beyond the stipulated date & time will be accepted, and Tenders without EMD and tender paper cost will not be considered.
10. EMD of the successful bidder shall remain with the undersigned till expiry of valid period of the tender, and the EMD of unsuccessful tenderers will be returned after finalization of the tender process.
11. Original documents shall be produced for verification if asked for.
12. If any information/documents furnished by the tenderers with the tender paper are found to be misleading or incorrect at any stage, their tenders will be cancelled and the said tenderers shall be barred from taking part in any further tender process in subsequent years.
13. Either the tenderer or his/her authorized representative may remain present at the time of opening of the tenders. However, their absence shall not be a bar for opening of tenders.
14. Tender items are to be quoted in price per unit.
15. The selected tenderer shall not discontinue supply during the contract period under any circumstances. Otherwise, the EMD will be forfeited and legal action as deemed proper shall be taken against the selected tenderer.
16. The validity of the tender will remain in force for a period of one year from the date of approval, and on satisfactory performance by the party, it may be extended for another one year at the sole discretion of the authority.
17. The undersigned reserves the full right to accept in full or part or reject any or all the tenders without assigning any reason thereof.


27/11/2023
Director

