



Government of West Bengal

# Office of the Superintendent

## Egra Sub-Divisional & super Speciality Hospital

Egra :: Purba Medinipur, Email: [egrasdhospital@gmail.com](mailto:egrasdhospital@gmail.com)

MEMO.NO. \_\_\_\_\_

DATED. \_\_\_\_\_

### NOTICE INVITING TENDER

Sealed tenders are hereby invited from the experienced, resourceful, reputed Contractors/ Vendors/ Companies/ Agencies/ individuals/ Co-operative societies for supplying office contingent goods (list enclosed herewith) to Egra Sub-Divisional Hospital & Egra Multi Super Speciality Hospital, Purba Medinipur For the period from 01.05.2018 to 31.03.2019 in the financial year 2018 -2019.

The details of such Tender is mentioned hereunder –

Date of Dropping of Tenders at the office of the undersigned – 10.30am to 02.30pm on 11.05.2018

Date of opening of Tender – 11.05.2018 at. 03.00 pm.

#### Terms & Conditions:

- 1) The intending agency should have valid License for manufacturing / conducting said business with PAN, GST and have experience for conducting said work at any Government / Semi Government Organization. Certified copy of these certificates will have to enclose with the Tenders during submission of the same. Tenders without said certificates will be summarily rejected.
- 2) Rate should have to offer in their own "Printed Letter Head" and have to quote the rate including all Taxes and Duties clearly in numbers and words for each item.
- 3) The Tenders, which do not fulfil any of the conditions or incomplete in any aspect, are liable to be summarily rejected.
- 4) Payment will be made from the office of the Superintendent, Egra Sub-Divisional Hospital after receiving of bill / in voice from the selected bidder after satisfactory supply of such items.
- 5) The bidder himself / herself or his /her representative may remain present during the time of opening of Tenders.
- 6) No further discussion /interaction will be held with the bidders whose bids will be rejected / disqualified.
- 7) The undersigned has preserved every right to accept /reject any / all tenders fully or partly at any course of tender process without showing any reasons.
- 8) The authority is not bound to accept the lowest tender.
- 9) The undersigned has also preserved every right to distribute the work among the bidders.
- 10) Selected bidder should have the ability to supply the items within seven days from the date of issuing work order.

*Sd/*  
Superintendent  
Egra Sub Divisional Hospital  
Egra : Purba Medinipur  
Dated. 27.04.2018

Memo.No. 1007/1(9)

#### **Coopy forwarded for information and wide publication to :-**

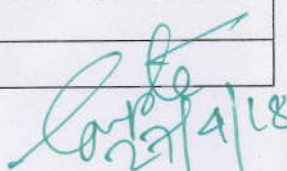
- 1) The Chief Medical Officer of Health, Purba Medinipur.
- 2) The Sub Divisional Officer , Egra Sub Division.
- 3) The Treasury Officer, Egra Treasury.
- 4) The Asstt. Chief Medical Officer of Health, Egra Sub Division.
- 5) The DIO, NIC, Purba Medinipur.
- 6) The Sub Divisional Cultural & Information Officer, Egra Sub Division Division is requested to arrange for notifying this tender at least two local News Paper of this Sub-Division.
- 7) The Chairman, Egra Miunicipality.
- 8) The Officer in Charge, Egra police Station.
- 9) The Notice Board of this office.

*27/4/18*  
Superintendent  
Egra Sub Divisional Hospital  
Egra : Purba Medinipur



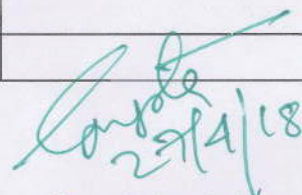
## List of Contingent goods

Sl. No.	Name of articles	Unit	Proposed Rate	
			Amount(Rs.)	(In words)
01	White paper (16cmx26cm)	Per Rim		
02	Roll paper (Good Quality)	Per Rim		
03	Carbon Pencil (kores ) Small	Per Box		
04	Lifebuoy Soap (Small)	Per pc.		
05	Battery (Good quality)	Per doz.		
06	Pencil Battery(Good quality)	Per doz.		
07	Alpin (Best quality)	Per box		
08	Tourch (Two cill (Jiban Sathi)	Per pc.		
09	Self inking Stamp Pad (Big)	Per pc.		
10	Self inking Stamp Pad(Small)	Per pc.		
11	Plastic Coated Cover File (Best Quality)	Per doz.		
12	Dot pen (One side ) (Use& through) (Blue/Black/Red)	Per doz.		
13	Gum Paste (500 ml)	Per bottle.		
14	Steel Scale (12 inch)	Per pc.		
15	Broom Stick (Best Quality)	Per kg.		
16	Table Glass (Big)	Per sqr.ft.		
17	Sealing Wax	Per pkt.		
18	Lock & Key(Big Seven liver)	Per pc		
19	Lock & key (Small)	Per pc.		
20	Candle (Big)(per pkt 6pcs)	Per pkt.		
21	Stapler (Big)Kangaroo	Per pc.		
22	Cockroach Hit Spray(Red)	Per 500 ml.		
23	Hawaii Chappal (Ajanta)	Per pair		
24	Envelop (With print) (10x4)	Per 1000 pcs		
25	Big Envelop (cloth coated)(18x12)	Per 100 pcs		
26	Soda	Per kg.		
27	Computer Paper (A-4) (Copy-power)(pkt of 500 sheet)	Per pkt.		
28	Detergent Powder (Good quality)	Per kg.		
29	Mosquito coil	Mosquito coil		
30	Stapler Pin (24 No.)	Per box		
31	Flap (Good quality)	Per 100 pcs		
32	Foron (Good Quality)	Per pcs		
33	Carbolic Acid (Good Quality)	Per doz.		

  
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 PIN- 721429



Sl. No.	Name of articles	Unit	Proposed Rate	
			Amount(Rs.)	(In words)
34	Match Box (Good Quality)	Per doz.		
35	Stapler pin (10 No.)	Per box.		
36	Blade (Good Quality).	Per 100 pcs		
37	Jems Clip (Good Quality)	Per pkt.		
38	Refill (Blue/Black/Red) (Small)	Per 10 pcs		
39	Refill (Blue/Black /Red) (Big)	Per 10 pcs		
40	Thread Ball	Per pcs.		
41	Stamp Pad Ink (Good Quality)	Per pcs		
42	Plastic bucket – 60 lts. (with cover)	Per pcs		
43	Plastic Jug (Best Quality) 2ltr.	Per pcs.		
44	Drinking Glass (Best Quality)	Per pcs.		
45	Calculator (12 Digit) (Orpat)	Per pcs.		
46	Computer Paper (Legal) (Copy-power) (pkt of 500 sheet)	Per pkt.		
47	Plastic bucket – 40 lts. (with cover)	Per pcs.		
48	Small envelop for medicine	Per 100 pcs.		
49	Ring File (Big)	Per pcs.		
50	Puncher (Double Punch)	Per pcs		
51	Puncher (Single Punch)	Per pcs		
52	Pencil (HB)	Per doz.		
53	Eraser (Good Quality)	Per pkt.		
54	Marker Pen (Red & Black)	Per pcs		
55	Plastic bucket- 15 lts. (with cover)	Per pcs		
56	Binding Register (4 No.)	Per pcs		
57	Binding Register(6 No.)	Per pcs		
58	Binding Register(8 No.)	Per pcs		
59	Binding Register(10 No.)	Per pcs		
60	Binding Register(20 No.)	Per pcs		
61	Long Binding Register (1dista)	Per doz.		
62	Long Binding Register (2dista)	Per doz.		
63	Half Binding Register (4 No.)	Per doz.		
64	Half Binding Register (6 No.)	Per doz.		
65	Half Binding Register (8 No.)	Per doz.		
66	Plastic Mug(Best Quality)	Per doz.		
67	Colin (500 ml)	Per pcs.		
68	Attendance Khata (50 pages)	Per pcs.		
69	Guider (Good Quality)	Per Kg.		

  
 29/4/18  
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Sl. No.	Name of articles	Unit	Proposed Rate	
			Amount(Rs.)	(In words)
70	Folder File (with print)	Per doz.		
71	Broom (Binded) Good Quality.	Per pcs.		
72	French Chak (Good Quality)	Per pkt.		
73	Brush (For Pan)	Per pcs.		
74	Brush (For floor)	Per pcs.		
75	Herpic (400 ml)	Per pcs.		
76	Scratch Bight.	Per pcs.		
77	Paper weight	Per pcs.		
78	Wall Clock	Per pcs.		
79	Gel pen (use & through)	Per doz.		
80	Vim liquid (500 ml)	Per bottle.		
81	Liquid soap (500 ml)	Per bottle.		
82	Tissue Paper.	Per roll.		
83	Sticker (for numbering)	Per roll.		
84	Pin qusan (Magnet)	Per pcs.		
85	Water sponge	Per pcs		
86	Tag (Good Quality)	Per 100 pcs.		
87	Pen Stand (Four pens)(Best Quality)	Per pcs.		
88	Two way dot per (red & blue)	Per doz.		
89	Napthalene	Per Kg.		
90	Fax roll	Per pcs.		
91	Hight light pen (yellow)	Per pcs.		
92	Room freshener	Per pcs.		
93	Glass marking pencil	Per pcs.		
94	Dendrite	Per pcs.		
95	Gum(Stick)	Per pcs.		
96	Cobra File	Per doz.		
97	Paper clip (Big)	Per doz.		
98	Paper clip (Small)	Per doz.		
99	Muriatic Acid (500ml)(good quality)	Per doz.		
100	Page marker slip.	Per pkt.		

*Handwritten signature in blue ink*  
20/11/18

*Handwritten signature in blue ink*  
20/11/18  
**Superintendent**  
Egra Sub-Divisional Hospital  
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PIN- 721429