

EDP/4036
21/4/09



BHARAT COKING COAL LIMITED
OFFICE OF THE GENERAL MANAGER
BASTACOLLA AREA, VIKAS BHAWAN
P.O. JHARIA (DHANBAD)

Ref No. BUCCL-BA-EX/Admn./Stationary/09/ 37

Dated 16.4.2009

NOTICE INVITING TENDER

It is invited to quote prices in Sealed cover superscribing the Tender No. and due date for the undermentioned material. Rates must be quoted on F.O.R. destination basis. In case of ex-godown or ex-despatching station deliveries, rates of freight upto destination must also be quoted separately. The offers should strictly be submitted as per Terms and Conditions given below.

Gr. M / Sy. 10
K. B
(17)

Sl.No.	Items	Quantity
1.	Cover file	200 Pcs
2.	Type paper 8x13(480 sheets)	50 Pkt
3.	Type paper 9x11 1/2 (480 sheets)	50 Pkt
4.	Type paper 7 2/3x9" (480 sheets)	50 Pkt7
5.	Flat File	750 Pcs
6.	Short hand note book	25 Book
7.	Stamp Pad Medium	15 Pcs
8.	Envelope 11x5"	3000 Pcs
9.	Envelope 9x4"	3000 Pcs
10.	Tee cotton 9" long	50 Bundle
11.	Alpin	300 Box
12.	Gum 300 ml	75 bottles
13.	Stepler machine No.10	5 Pcs
14.	Whitener	15 Pcs
15.	Stamp Pad ink 700 ml	15 bottles
16.	Dot Pen (two in one)	25 pcs.
17.	Type Ribbon	25 Pcs
18.	Arch file	150 Pcs
19.	Stepler Pin No.10	30 Pkts
20.	Plastic Refill pointed (Blue)	300 Pcs
21.	Ordinary Bound Register-192 Pages	150 Pcs
22.	Ordinary Bound Register-288 Pages	100 Pcs
23.	Ordinary Bound Register-384 Pages	100 Pcs
24.	Pencil Carbon small (Kores)	40 Box
25.	Cloth Envelope 16x12"	100 pcs
26.	Punching machine	15 Pcs
27.	Pencil Carbon Big (Kores)	10 Pkts
28.	White Paper FC size	40 ream
29.	Rulled Paper FC size	40 ream

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30.	Duplicating paper (Camel) 500 sheet	50 pkts
31.	Tag File	2000 pcs
32.	Type carbon small (Kores)	40 Pkts
33.	Type carbon big (Kores)	5 pkts
34.	Stencil Paper 120 sheet in each	3 Pkts
35.	Stapler Pin 24/6	10 Boxes
36.	Gems clip	100 Pkts
37.	Duplicating ink	24 tubes

Terms and conditions

1. Detailed specification of materials must be indicated in the quotation.
2. The rate must not under any circumstances be altered. Quotation with overwriting may be ignored.
3. The terms & Conditions of Supply of Stores, Plant and Equipment (Form No. BCCL JHR CC(S&P)c) as amended upto to date can be had from Purchase Division on payment of Rs.1/- (Rupees one) non-refundable. These conditions will ultimately govern the contract.
4. The prices quoted must be exclusive of Sales Tax/VAT/Excise Duty forwarding and packing charges etc. The rate at which these taxes are applicable must be separately mentioned. If no mention is made of these Taxes it will be presumed that prices quoted are inclusive of these tax. No charge will be entertained later on.
5. Offer must be valid for 120 days.
6. Payment will be made 100% within 30 days from the date of receipt and acceptance of stores at site.
7. It should be indicated whether the rates quoted are as per DGS&D and BCCL Rate contract if in existence or open market trade rate. If the rates are as per DGS&D or BCCL Rate Contract a copy of the same along with tender should be furnished.
8. Only type written offer must be submitted.
9. The experience, if any, should be in the name and style in which the quotation is submitted.
10. State/Central Govt. organization/PSU and Valid DGS&D/NSIC registered (for tendered items), firm shall be considered for exemption for submission of EMD, if they can produce documentary evidence.
11. The bidders must give a declaration that they have not been banned or de-listed by any Government or Quasi Government agencies or P. S. U., this fact must be clearly stated and it may not necessarily be a cause for disqualifying them. If this declaration is not given, the bid will be rejected as non-responsive.
12. Bharat Coking Coal Limited reserves the right not to make any procurement against this tender without assigning any reasons.

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13. Tenders shall be received upto 1.00 PM on or before 5.5.09 and shall be opened at 3.00 PM on same date in this office.
14. Materials are required at Bastacolla Area Office, Vikas Bhawane, P.O. Jharia, Dhanbad.
15. Delivery within 15 days of receipt of Purchase Order.
16. BCCL reserves the right to accept or reject any or all tender either in full or part without assigning any reason thereof.

 Personnel Manager (Administration)
BCCL, Bastacolla Area

1. CGMS/GMS of All Area, BCCL for wide circulation through display in Notice Board,
2. GM (System), BCCL, Koyla Bhawan, Koyla Bhawan with a request to log off on Website.
3. GM Bastacolla Area/AFM, Bastacolla Area/All PO, Bastacolla Area,
4. GM (Admn.)/Sr. ES to D(T_P&P), BCCL, Koyla Bhawan
5. Notice Board, Bastacolla Area