BHARAT COKING COAL LIMITED
(A Subsidiary of Coal India Limited)
Office of the General Manager, Footkee Barihari Area
PO: Kusunda, Dist: Dhanbad

Ref.No. GM(PBA)/Admn./Statio/2010-11/65 Date: 28.01.11

TENDER NOTICE

Sealed tender are invited for supply of Stationary materials for Footkee Barihari Area as details below:

(1) Date of issue of Tender paper - 02.02.11 to 15.02.11
(2) Last Date and Time of submission of Tender - 16.02.11 up to 01.30 p.m
(3) Date and Time of opening of Tender Papers - 16.02.2011. At 04.00 p.m
(4) Cost of Tender Paper - Rs.100=00(Rs. One hundred only)
(5) Estimated Value - Rs.89188.00 (Rs. Eighty nine thousand one -hundred eighty eight only.
(6) Earnest Money - Rs.890.00 (Rs Eight hundred ninety only)

The list of required Materials with Quantity are as under:-

<table>
<thead>
<tr>
<th>Detail of materials</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Typing ribbon kores</td>
<td>0100 pcs</td>
</tr>
<tr>
<td>2 Gum 150 ml</td>
<td>0100 pcs</td>
</tr>
<tr>
<td>3 Gum 700 ml</td>
<td>0050 pcs</td>
</tr>
<tr>
<td>4 Refill blue</td>
<td>1000 pcs</td>
</tr>
<tr>
<td>5 Flat file</td>
<td>2500 pcs</td>
</tr>
<tr>
<td>6 Arch file</td>
<td>0200 pcs</td>
</tr>
<tr>
<td>7 Stapler 10 no</td>
<td>0025 pcs</td>
</tr>
<tr>
<td>8 Stapler pin 10 no</td>
<td>0200 pkt</td>
</tr>
<tr>
<td>9 Erasers</td>
<td>0020 doz</td>
</tr>
<tr>
<td>10 Duster cloth 18/18</td>
<td>0030 doz</td>
</tr>
<tr>
<td>11 Register ord 480 page</td>
<td>0100 pcs</td>
</tr>
<tr>
<td>12 Paper pin</td>
<td>0200 pkt</td>
</tr>
<tr>
<td>13 Flat file</td>
<td>0200 pkt</td>
</tr>
<tr>
<td>14 Typing paper ½ size</td>
<td>0100 pkt</td>
</tr>
<tr>
<td>15 Typing paper ¼ size</td>
<td>0100 pkt</td>
</tr>
<tr>
<td>16 Typing paper 1/6 size</td>
<td>0100 pkt</td>
</tr>
<tr>
<td>17 Register 194 pages</td>
<td>0200 pcs</td>
</tr>
<tr>
<td>18 Register 288 pages</td>
<td>0200 pcs</td>
</tr>
<tr>
<td>19 H.B. Pencil</td>
<td>0025 pkt</td>
</tr>
<tr>
<td>20 Register 384 pages (calico bind)</td>
<td>0150 pcs</td>
</tr>
<tr>
<td>21 Register 384 pages (calico bind)</td>
<td>0050 pcs</td>
</tr>
<tr>
<td>22 Erez-ex</td>
<td>0050 pcs</td>
</tr>
</tbody>
</table>

TERMS & CONDITIONS:
1. Sealed Tenders to be submitted in two bids – 1) Techno-commercial Bid & 2) Price Bid. On the due date of tender opening, only Technical Bid will be opened.

2. Price Bid shall be opened for the tenderers only whose Techno-commercial Bid are found acceptable.
3. Registration certificate of sales tax and PAN no should be submitted along with Techno-commercial Bid.

4. The intending tenderer must have in its name as a prime supplier experience of similar work during last years for which tender are invited.

5. A undertaking should be submitted by tenderer that his firm is not convicted/ blacklisted by BCCL.

6. All samples/papers should be signed by tenderer along with seal of firm with full specification including name of manufacturer on sample.

7. Samples are on “no return basis” These are to be submitted along with Techno-commercial Bid concerned.

8. Rate should be F.O.R. destination.

9. Validity of offer should be minimum 120 days.

10. 100% payment will be made after 30 days of acceptance and receipt of materials

11. The money receipt of earnest money should be submitted along with Techno-commercial Bid. Without Earnest Money, tender shall liable to be rejected.

12. The Order will be given in part on the basis of requirement.

Further, the management reserves the full right to accept or reject the tender without assigning any reason what-so-ever.

Chief Manager (Admn.)
P.B.Area, BCCL

Distribution:-

1. The General Manager, P.B.Area
3. The Area Finance Manager, P.B.Area
4. Area Manager (Pur), P.B.Area
5. All PM (Admn.), of All Areas – with a request to kindly display this tender notice on their areas Notice Board.
6. P.R.O., BCCL – With a request to publish this NIT be put on the company website, the downloading facility should be available during the period of sale of tender paper and arrange to publish in newspapers.

Copy to:
General Manager (Admn.), BCCL, Koyla Bhawan
1. Tender Notice No. and date : GM (PBA)/Admn./Stat/10-11/65 Date:28/.01.2011
2. Date of issue of Tender document: ____________________________
3. Date & Time for Submission Of Tender : Up to 1:30 PM on 16.02.2011
4. Date & Time of Opening of Tender: At 4.00 PM 16.02.2011
5. Name of the Tenderer/Owner: ____________________________
   Address / Contact No. ____________________________________________________________________________
   ____________________________________________________________________________________
   ____________________________________________________________________________________
6. MR. No. & Date for cost of Tender Paper : ____________________________________________________________________________
7. Amount /Money receipt no. & date of earnest money. ____________________________ ____________________________
   (Should be enclosed)
8. Self attested Xerox paper of all required papers/samples as per Tender Notice.
9. The Original documents should be produced before the T.C. if required.

Date: ____________________________ Signature of Tenderer

__________________________
Chief Manager (Admn.)
P.B.Area
TENDER PAPER

Name of Work: :- Supply of Stationary/Survey Materials

1. Tender Notice No. and date : GM (PBA)/Admin./Stat/Sur/10-11/65 Date: /28.01.2011

2. Date of issue of Tender document: ____________________________

3. Date & Time for Submission Of Tender Up to 1: 30 PM on 16.02.2011

4. Name of the Tenderer/Owner: 
Address / Contact No. ____________________________

5. Quoted Price for Materials Enclosed on firms Pad.

Date: ____________________________  Signature of Tenderer

________________________
Chief Manager (Admn.)
P.B.Area
Ref.No. GM (PBA)/Admn./statio/2010-11/ Date: 31.01.2011

To,
The HOD (System),
BCCL, Koyla Bhawan

Sub: **Submission of Soft copy of NIT**

Dear Sir,

Enclosed please find herewith a detailed document for uploading on web site is as follows:-

1) NIT NO: - GM (PBA)/Admn/statio/2010-11/65 dated 28.01.2011
2) Subject: - SUPPLY OF STATIONARY MATERIALS.
3) Sale of tender document Start from-- : 02.02.2011
   End on ---- : 15.02.2011
4) Date of Tender opening : 16.02.2011.

Encl: As above

Yours faithfully,

Chief Manager (Admn.),
P.B.Area