

BHARAT COKING COAL LIMITED
(A Subsidiary of Coal India Limited)
Office of the General Manager, Pootkee Balihari 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 Pootkee Balihari 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:-

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

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
2. Notice Board, P.B.Area Office / Gopalichak / Bhagaband / P.B.Project/ Colliery.
3. The Area Finance Manager, P.B.Area
4. Area Manager (Pur), P.B.Area
5. All PM (Adman.), 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

BHARAT COKING COAL LIMITED
(A Subsidiary of Coal India Limited)
Office of the General Manager, Pootkee Balihari Area

PO: Kusunda Dist: Dhanbad

Part – I (Technical Bid)

TENDER PAPER

Name of Work :: -

Supply of Stationary Materials

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

BHARAT COKING COAL LIMITED
(A Subsidiary of Coal India Limited)
Office of the General Manager, Pootkee Balihari Area

PO: Kusunda Dist: Dhanbad

Part – II (Price Bid)

TENDER PAPER

Name of Work :-

Supply of Stationary/Survey Materials

1. Tender Notice No. and date : GM (PBA)/Admn./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

Bharat Coking Coal Limited
(A Subsidiary of Coal India Limited)
Pootkee Balihari 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