

**BHARAT SANCHAR NIGAM LIMITED.
(A GOVT.OF INDIA ENTERPRISE)
OFFICE OF THE GENERAL MANAGER TELECOM DISTRICT,
“SANCHAR SURABHI “ MAHATMA GANDHI ROAD, BIJAPUR- 586101.**

No.G-III/3/Stationery/09-10/ 4 Dated at Bijapur 24-09-2009.

TENDER NOTIFICATION.

On behalf of Chairman and Managing Director, BSNL, New Delhi, Sealed Tenders are hereby invited by the General Manager Telecom District, Bijapur for supply of Office Stationery. The tender documents will be sold up to 14-10-2009. Last date for submission of completed Tender forms is up to 15.00 hrs of 15/10/09, and Tender will be opened on the same day at 1530 hrs. For details contact AGM (Admn) % G.M.T.D. Bijapur. Phone No.08352-241075. Tender documents can also be downloaded from www.karnataka.bsnl.co.in.

**Asst. General Manager (Admn)
% G.M.T.D.Bijapur.**

**Copy to:-
Register of Tender.**

BHARAT SANCHAR NIGAM LIMITED.
(A GOVT.OF INDIA ENTERPRISE)
OFFICE OF THE GENERAL MANAGER TELECOM DISTRICT,
“SANCHAR SURABHI “ MAHATMA GANDHI ROAD, BIJAPUR- 586101.

No.G-III/3/Stationery/09-10/ 05. Dated at Bijapur 24-09-2009

On behalf of CHAIRMAN AND MANAGING DIRECTOR, BHARAT SANCHAR NIGAM LIMITED, New-Delhi, Sealed tenders are invited by the General Manager Telecom Dist., Bijapur, from the reputed firms for supply of Office Stationery for Bijapur SSA.

Intending bidder may obtain tender documents i.e. from ANNEXURE- I to III from Sub Divisional Engineer(Genl) % G.M.T.D. BIJAPUR. The full details are as follows;

- 01.Tender documents fee..... :- Rs. 551/- (Rs.500/- form fee + Rs. 51/- ST.) (Rs.Five hundred Fiftyone only) which is not refundable. Tender documents may be obtained by submission of ACG-67 receipt issued by AO (Cash) of this office or by D.D drawn in favour of A.O. (CASH) O/o GMTD Bijapur issued by any Nationalized bank.
- 02.EMD Amount for tender..... :- Rs. 7500/- (Rs. Seven thousand five hundred only) To be paid by ACG-67 receipt issued by AO(Cash) of this office, or by D.D. drawn in favour of AO (CASH) O/o G.M.T.D. Bijapur issued by any Nationalized bank.
- 03.Time and Date for issue of tender documents.....:- During office Hrs Upto 13.30 Hrs of 14-10-2009.
- 04.Time and last Date for receipt of tender forms..... :-up to 15.00 Hrs of 15-10-2009.
- 05.Time and Date of opening of tender.. :-At 1530 Hrs of 15-10-2009.

06.Period of Tender.....:-One year from the date of acceptance.

07.Estimated cost of Tender.....:- Rs.3,00,000/- (Approximate)

**Asst. General Manager (Admn)
% G.M.T.D. BIJAPUR.**

Copy to:-

- 1. Accounts Officer (Cash) % G.M.T.D. Bijapur.**
- 2. Notice Board % GMTD BIJAPUR/**
- 3. Notice Board TELEPHONE EXCHANGE, BIJAPUR.**
- 4. Notice Board % DGM TELEPHONE EXCHANGE, BAGALKOT.**
- 5. Register copy.**

BHARAT SANCHAR NIGAM LIMITED
(A GOVT. OF INDIA ENTERPRISE)
OFFICE OF THE GENERAL MANAGER TELECOM DISTRICT.
“SANCHAR SURABHI’ MAHATMA GANDHI ROAD, BIJAPUR-586101.
ANNEXURE-I.

On behalf of CHAIRMAN AND MANAGING DIRECTOR, BHARAT SANCHAR NIGAM LIMITED, New-Delhi, Sealed tenders are invited by the General Manager Telecom Dist., Bijapur from the reputed firms for supply Office Stationery for Bijapur SSA. The list of items to be supplied with brand name and approximate quantity, are shown in Annexure III. The terms and conditions are as follows;

TERMS AND CONDITIONS.

01. The blank tender documents may be had from the SDE(GENL)% GMTD Bijapur on all working days on payment of Rs .551/-(Rs.Five hundred Fifty one only) at cash counter of this office, or DD drawn in favour of Accounts Officer(Cash) % G.M.T.D. Bijapur issued by any Nationalised Bank. The last date for issue of blank Tender documents is up to 13.30 Hours of 14-10-2009. If the tender is cancelled due to any reason the tender documents fee will not be refunded.
02. An EMD amount of Rs.7500/-(Rs.Seven thousand five hundred only) in the form of Demand Draft drawn in favour of Accounts Officer (Cash) % G.M.T.D. Bijapur issued by any Nationalised bank or Cash receipt issued by the Accounts Officer (Cash) of this Office after crediting amount in cash counter, should be enclosed with completed Tender form.
03. If the last date for issue of Tender documents / submission or opening of tender is declared as holiday at a later date the process will be postponed to next working day.
04. The last date for receipt of tender form will be up to 15.00 Hours of 15-10-2009 and it will be opened on same day at 1530 Hrs. by Assistant General Manager (Admn) or by the officer authorized, in presence of bidder or his representative (only one person) who wants to be present.
05. The tender form i.e. ANNEXURE-I and ANNEXURE-II only duly signed at the bottom of all pages should be sent in a sealed cover duly super scribed as “Tender for supply of Office Stationery for 09-10” and should be sent by Registered Post / Speed Post only or by hand to be dropped in tender box kept in the chamber of AGM (Admn) % GMTD Bijapur addressed by name to

Shri.N.Y.Holeyappagol A.G.M. (Admn) % General Manager Telecom District, “ SANCHAR SURABHI“ Mahatma Gandhi Road. Bijapur- 586 101.

06. The tenderer should also observe all the rules regarding wages/protection of health/safety precautions in respect of workmen involved in the work at the time supplying office stationery.
7. The purchase order (Supply order) will be issued as per requirement from time to time, and it may vary by plus or minus 25%
8. Any attempt for negotiation either direct or indirect on the part of the bidder to influence by any means for acceptance of tender, the name of the bidder will be excluded from bidder's list.
9. The General Manager Telecom District, Bijapur has the right to accept or reject the whole or part of the tender without assigning any reasons and it is not binding on him to accept the lowest tender rates only. Any dispute, will be settled by the decision of BSNL arbitrator who will be nominated by the General Manager Telecom District, Bijapur.
10. The EMD of successful tenderer will be retained as Security Deposit (SD) till the end of tender period or after finalization of last claim (Bill). The EMD of un-successful bidder will be refunded after finalization of tender. The EMD amount will not earn any interest.
11. The validity of the tender will be for one year from the date of acceptance of Agreement bond. The tender will be extended for 3 (Three) months in exceptional cases.
12. The successful tenderer has to execute an agreement bond on a non-judicial stamp paper of worth Rs.50/-. The specimen format for agreement bond will be made available.
13. Within seven days from receipt of the provisional acceptance letter from the office an additional security deposit of Rs.7500/- has to be paid in the form of DD by the successful bidder in addition to EMD.
14. If supplied materials are not of specified quality or supply is unsatisfactory/incomplete, the whole materials will be rejected.
15. If the tenderer fails to supply full quota of items within 15 days from the date of issue of supply order, penalty of 5% on supply order will be deducted in bill & will be passed.
16. The tender will be rejected, if,
- (a) belated receipt of tender forms.
 - (b) the tender form i.e. ANNEXURE-I and II is not signed wherever specified including at the bottom of each page and corrections if any, not attested.
 - (c) tender received without D.D for EMD amount or Receipt issued by cash counter of this office.
 - (d) incomplete, conditional, quoting unrealistic rates.
 - (e) Registration certificate of TIN/Firm issued by the service Tax & sales tax authorities not enclosed.
 - (f) tender received without samples/materials if asked to enclose.
 - (g) Copy of the PAN card issued by the Income Tax authorities is not enclosed.
17. The EMD will be forfeited, if the
- (a) materials supplied are not of specified quality and supply is unsatisfactory.
 - (b) successful tenderer fails to submit agreement bond within specified period.

- (c) tenderer voluntarily withdraws his/her willingness for the tender after its acceptance .
- (d) tenderer appeals for change of quoted rates /negotiated rates due to Market fluctuations.
- (e) tenderer fails to meet any of the terms and conditions of the tender.
- (f) tenderer shall under no circumstances assign/sublet the contract in whole or part to others.

18. The tenderer has to quote the rates for all the items and the lowest rates quoted by the bidders, for each item/ per unit will be considered to decide L-1 . in other words, the total amount arrived at the end of all items as per quantity mentioned in the annexure III whose amount is less as per their quoted rates will be taken in to account.
19. Please quote your rates for each item shown in ANNEXURE III as per specification including Taxes, loading, unloading FOR to Destination. No provisional clause should be included in the quotation. Taxes should be indicated separately in the bill. The tenderer has to quote for all items compulsorily. If rate is not quoted for any item the tender will be rejected.
20. The bills may be submitted in duplicate to The Asst. General Manager (Admn) o/o General Manager Telecom District, BIJAPUR-586101 showing the tax portion separately, for payment.

Asst.General Manager (Admn)
O/o G.M.T.D. Bijapur.

ANNEXURE-II.

ACG-67. BOOK No:-
 RECEIPT No.:-
 DATE.....:-

APPLICATION No.

Asst.General Manager (Admn)
 % GMTD Bijapur.

FROM,

TO,
 SHRI. N.Y.HELEYAPPAGOL.
 AGM (Admn)
 % GENERAL MANAGER TELECOM DIST.,
 "SANCHAR SURABHI" M.G. ROAD,,
 BIJAPUR- 586 101.

No.....Dated.....

Sir

With reference to your Tender Notification No.G-III/3/Stationery/2009-10/ 4. Dated 24-9-2009,
 I / We have gone through the terms and conditions of the tender and quoting rates for Supply of Office
 stationery as per your specification in the enclosed sheet.

Further, I am /We are enclosing herewith sample papers along with DD for EMD
 amount. The full particulars of DD /ACG-67 Receipt are as follows.

- 1.Name of the bank :-
2. DD No. & Date...:-
3. For Rs... ..:-

1. ACG-67 Book No.....:-
2. Receipt No & Date.....:-
3. For Rs.....:-

Encl:- As stated.

Signature of the bidder,
 with seal of firm
 Date-

ANNEXU

RE-III

Sl.No	Name of the item and Brand.	Unit	Approximate/qty	Rates to be Quoted by tenderer in word figures
1	Attendance Regi-1Qr-Ledger bond paper.	Pieces	25	
2	Brown Sheet-48 Kgs---- Mysore paper mill	Pieces	1000	
3	Brown tape 1"X50 Mtrs--Wonder Tape.	Pieces	15	
4	Brown Tape2"X 50 Mtrs. Wonder Tape	Pieces	20	
5	Calculator-10 Digit -Casio	Pieces	20	
6	Carbon Paper-Single Side--Kores.	Box	60	
7	Carbon paper- Double Side-Kores	Box	5	
8	Cello-Tape-White-1/2 "X50 Mtrs----- Globe	Pieces	50	
9	Cotton File Tape- 5 Mtrs--- of good quality	Bundle	100	
10	Cotton Thread (400 Gms) of good quality	Bundle	10	
11	Dak file	pieces	15	
12	Damper with Lid	pieces	45	
13	Desk calander -Refil	Pieces	55	

	ENVELOPES-Kraft-48 Kgs.			
14	a) 16"X12" with cloth mounting ---standred	Pieces	250	
15	b) 11"X5" window Type -paper Rajeshwari.	Pieces	20000	
16	c)10"X12" Paper -----Rajeshwari.	Pieces	5000	
17	d)11"X5" Paper .-----Rajeshwari.	Pieces	10000	
18	e)9"X4" Paper -----Rajeshwari	Pieces	10000	
19	f)6"X4" Paper -----Rajeshwari.	Pieces	20000	
20	Eraz-EX with diluter-----Kores	Bottle	25	
21	Fax_Roll - 30 Mtrs.....Mitubushi	Roll	500	
22	File pad Extra Thick----- Standred quality	Pieces	1000	
23	File -Box File -----Peacock	Pieces	10	
24	File cover for office	pieces	15000	
25	Gum Bottle-700 Ml.....-----.....Bril	Bottle	25	
26	Gum Bottle-300 Ml.....-----.....Bril	Bottle	200	
27	Gum Bottle-150 Ml.....-----.....Bril	Bottle	200	
28	Plastic Thin thread 250 Grmas.	Bundle	30	

29	Pen-1.3mm Permanent Marker---- -Cello	Piece	50
30	Paper cutter -5.5"or 6"-----Magic	Piece	50
31	Paper weight	Piece	50
32	Paper-FS Size- Rulled---- Raj Or Rajaguru,	Ream	20
33	Paper -FS Size -White----Raj or Rajaguru	Ream	25
34	Paper-FS-Size -Loose-----West Coast	Ream	25
35	Paper-FS-Size-Monifold--Standred Quality	Ream	5
36	Pins-Paper- 100 Gms -----Lion	Box	500
37	Pins -paper-320 Gms.....Lion	Box	150
38	Pins-Stapler-Size-No.10(Small)---- -Parker	Box	600
39	Pins-Stapler-Size- No.24/6(Mediumm)---- -Parker	Box	100
40	Pins-Stapler-Size- 24/17(Big)-----Parker	Box	25
41	Pin-Container with magnet- -Esvee--Royal	Pieces	50
42	Pencil-HB----- Nataraj	Box	15
43	Pencil- Eraser----- Nataraj	Box	5
44	Poker-Plastic (10 Piece per box)	Box	10

45	Punching Machine- Double Hole-- Kangroo	Piece	20
46	REGISTER- ORDINARY		
47	a)1 Qr-----Rulled.	Piece	750
48	b)2 Qrs.... .Rulled.	Piece	500
49	c)3 Qrs.....Rulled.	Piece	250
50	d)4 Qrs.....Rulled.	Piece	100
51	e)5 Qras.....Rulled.	Piece	20
52	Rubber Bundle 150 Grams-----	Bundle	100
53	Roll-Table stand-----Arkay	Roll	25
54	Roll-STD 2 ply-57X70 mmX14 mtrs -Globe	Roll	50
55	Roll-STD Single-----Globe	Roll	20
56	Ribbon-STD/ PCO-----Kores Nylone.	Roll	20
57	Ribbon Printer with cartridge LIPI	Piece	100
58	Ribbon- Printer -----Kores Nylone-	Roll	200
59	Scale- Plastic-- 30 Cms Kores/Crystal	Piece	200
60	Short hand Note book----- Pustak	Piece	150

61	Sketch Pen(Pack of 10)----- PIK -DINO	box	50
62	Stamp pad Ink- 30Ml-----Bril	Bottle	100
63	Stamp pad-90X159 mm-----Kores	Piece	50
64	Stamp Pad--- 70X110mm-----Kores	Piece	50
65	Stapler-No.10----- Kangaro	Piece	75
66	Stapler--555----- Kangaro	Piece	10
67	Stapler-HP-45----- Kangaro	Piece	3
68	Tag Bundle-10" Salem (pack of 10 pieces)	Bundle	500
69	Tag- Laces-18" Thick & Superior--- Salem	Bundle	25
70	Zerox Paper- Size-A- 4-----TPNL	Ream	200
71	Zerox Paper -Size FS-----JK Paper.	Ream	25

Date

Signature of the Tenderer