



WEST BENGAL Comprehensive AREA DEVELOPMENT CORPORATION
(Under Panchayats and Rural Development Department, Government of West Bengal)
Mrittika Bhavan, Plot No- 18/9, Block-DD, Sector-I, Salt Lake, Kolkata-700064
Phone: 03322377041/43/ FAX-033-22377473. email-hq.wbcadc@gmail.com.



www.wbcadc.com hqwbcadc

No. 000/033/02/13/2022/1026

Dated: 12.07.2022

NOTICE INVITING QUOTATIONS

Sealed Quotations are hereby invited from the resourceful and bonafied Government order suppliers/Co-operative Societies and stationers dealing in office stationery and having credetial of supplying the same to the Government/Semi-Government Organisation for supply of following articles as on when required. The rate quoted against this NIQ will be remained in force for one year and the suppliers are liable to supply the articles for atleast one year period.


Sl. No.	Description of items	Tentative requiremt	Unit	Rate to be offered for per limit of items.
(1)	(2)	(3)	(4)	(5)
1.	Alpin, Pointed (T) Key type	100 Boxes.	Box	
2.	Arch File, Large Size, Good quality.	100 Pcs.	Pc.	
3.	Attendance Register As per sample	24 Pcs.	Pc.	
4.	Bleaching Powder, 1Kg.Packet	50 Packets	Packet	
5.	Battery Pencil, Eveready Red	50 Pca	Pc.	
6.	Carbon papaer pencil,Kores210-330 Sappheir	6 Boxex	Box.	
7.	Correction Pen smart correct	KORES(7 ML)	ml.	
8.	Cheque-cum Bill Register, as per sample	6 Pcs	Pc.	
9.	Cash Book,As per sample	10 pcs.	Pc.	
10.	Clip Metal, 1-1/2 "	50 Pcs.	Pc.	
11.	Calculator 12 digit ORPAT	24 pcs	Pc.	
12.	Cello tape, 12 mm, 3yds.	100 Pcs	Pc.	
13.	Duster Cloth, 12' x 12' Good quality	200 Pcs.	Pc.	
14.	Dot pen Blue (use &through) FORT(DP) 0.5(20 pcs. box)	25 Boxes	Box	
15.	Dot pen Black (use &through) FORT(DP) 0.5(20 pcs. box)	25 Boxes	Box	
16.	Dot pen Red (use &through) FORT(DP) 0.5(20 pcs. box)	25 Boxes	Box.	
17.	Dak Receipt Register, 200 folios as per sample	12 Pca.	Pc.	
18.	Dak Despatch Register, 200 folios as per sample	12 Pcs.	Pc.	

19.	Desk Caender Regill. 2023	12 Pcs.	Pc.	
20.	Dot Pen Blue/Black, UNI-BELL	10 Pcs.	Pc.	
21.	Envelop Brown 10" x 4-1/2"	2000 Pcs.	Pc.	
22.	Envelop Cloth Pesting Green 16" x 12"	2000 Pcs.	Pc.	
23.	Erazar (Rubber)Soft, APSARA NON DUST	24 Pcs.	Pc.	
24.	File (Hand made paper)Tag hole with Office address printed as per sample.	1000 Pcs	Pc	
25.	Flap with cloth pesting. Large size. 27' x 3' Navy Blue.	1000 Pcs	Pc	
26.	Form No.- 102, As per sample,	2000 Pcs	Pc	
27.	Form No. - 103 As per sample	2000 Pcs	Pc	
28.	File Chanal, Best Quality.	200 Pcs.	Pc.	
29.	File Four Folder (Cover)Large size, Best quality	200 Pcs.	Pc.	
30.	Flat File with Large size, Best quality	200 Pcs.	Pc.	
31.	Folder File White, Plastic Bottom.	100 pcs.	Pc.	
32.	Gum Paste, FEVI GUM 22.5 ML.	100 Pcs.	Pc.	
33.	Harpic, 1000 ML.	50 Bottle	Bottle	
34.	Jems Clip, Plastic cotted 22.5 ML	20 Boxes.	Box	
35.	Jhat a (Phool Jharu)	24 Pcs.	Pc.	
36.	Fevi Stick, Favicol Brand 15 gm.	100 pcs	Pc.	
37.	Note Sheet Pad Conquest Paper 100 sheet in a pad.	100 Pads	Pad	
38.	Paper A/4 J.K. Sparkle,2.34 kg., 75, GMS , Size 21.0x 29.7	200 Reams	Ream.	
39.	Paper F/S. J.K. Sparkle, 2.6 kg., 70 GMS, Size. 215 x245	100 Reams	Ream.	
40.	Paper White (Large size)	10 Reams	Ream	
41.	Paper Rolled	10 Reams	Ream	
42.	Pheniol Bengal Chemical, 450 ML, Bottle.	200 Bottles	Bottle	
43.	Pen Highlight Faber Castell Green	30 Pcs.	Pc.	
44.	Pencil Wood, Apsara Platium	24 Pcs.	Pc.	
45.	Pencil Cutter (Shapner),	20 Pcs	Pc.	
46.	Punching Machine Steel, Sxingle hole	30 Pcs.	Pc.	
47.	Punching Machine, (D.P.480 Kangaroo Double Hole	30 Pcc.	Pc.	
48.	Punchi g Machine Big	3 Nos.	No.	
49.	Pen Marker Parament Reynold, HD	50 Pcs.	Pc.	
50.	Phore, Wooden handle Nedel point	36 Pcs.	Pc.	
51.	Register No.- 4, Large size, Best Quality	200 Pcs.	Pc.	
52.	Register No.- 6, Large size, Best Quality	200 Pcs.	Pc.	
53.	Register No.- 10, Large size, Best Quality	12 Pcs.	Pc.	
54.	Register (Legn.-14) with Index Best Quality	3 Pcs.	Pc.	

55	Stapler Large, HP-45	50 Pcs.	Pc.	
56	Staplar No - 10, Kangaroo	100 Boxes	Box	
57	Staplar Pin No. 10, No. 10 IM Steel	200 Boxes	Box	
58	Staplar Pin24/6 Steel	50 Boxes	Box	
59	Steel Tape, 3mt.	6 Boxes	Box	
60	Stock Book, 300 folios as per sample	3 Pcs.	Pc.	
61	Stock Book, 100 folios as per sample	3 Pcs.	Pc.	
62	Sealing Wax (Gala)	3 Boxes	Box	
63	Stamp Pad, Fevercastle 10 m x 69 m.	36 Boxes	Box	
64	Sticker Paper 100 Steep	100 steep	Steep	
65	Soap Lifebouy (Mini)	200 Pcs.	Pc.	
66	Soap Liquide, 190 ML	50 Nos		
67	Vim Bati (Washig soap) 500 Gms.	36 Nos	No	
68	Writing Pad, 1/8 size white 100 sheets	100 Pcs.	Pc.	
69	Writing Pad, ¼ size white 100 sheet	100 pcs.	Pc.	
70	Water Bottle	60 Pcs.	Pc.	
71	Sealo Steel 12'	36 Pcs.	Pc.	
72	Plastic Bulti 12 Litters,	12 Pcs	Pc.	
73	Plastic Mug 1 lt.	12 Pcs	Pc.	
74	Waste Paper Box, Plastic net finish.	12 Pcs	Pc.	

- b) The Quotations would be received by this Corporation upto 2.00 p.m. on or before 13.05.2021 and will be opened on the same day at 3.00 p.m. in presence of Quotationers, if any there.
- c) The rate should be inclusive all Taxes, Cess, package and loadig/unloading including Carriage at Corporation office at Salt Lake. No. extra cost is admissible and supply is to be accepted strictly as per specification and quality.
- d) Intended Quotationers may contact this office for details of specification within 4.00 p.m. upto 11.05.2022 in any working day.
- e) The Quotation may be delivered by post/by hand/by courier to the address given in the letter head mentioning the Memo No. of the NIQ in the sealed Envelope but no quotation received after scheduled date & time will be entertained.
- f) The successful Quotationers may have to execute an agreemet in requisiste form of this Corporation.

- g) The payment against supply would be made through E.C.S. after necessary deduction, if any there any. One cancelled cheque along with Bank details should be submitted along with the bill after completion of supply.
- h) Undersigned reserves the right to accept/reject any or all Quotations as well as distribute the work order between two or more successful Quotations without assigning any reason thereof.



Administrative Secretary
W.B.C.A.D.C.

Memo No. 000/033/02/13/2022/1026/10

Dated: 22.09.2022

Copy forwarded for information with a request to display the NIQ in the Notice Board.

1. Joint Secretary to the Government of West Bengal, P&RD Department.
2. In-Charge, Accounts Section, WBCADC
3. Convener, Tender Committee, WBCADC.
4. Post Master, Salt Lake Post Office.
5. Branch Manager, Bandhan Bank, Salt Lake.
6. Storekeeper, WBCADC
7. Abhishek Mondal, AFA for hoisting the MG in website.
8. Notice Board of WBCADC.


Administrative Secretary
W.B.C.A.D.C.