

**OFFICE OF THE COMMISSIONER
CENTRAL EXCISE, CUSTOMS & SERVICE TAX,
VADODARA-I
CENTRAL EXCISE BUILDING, RACE COURSE,
VADODARA- 390007**




F. No. I/17-03/2016-Adm.

Vadodara. Dt. 16.01.2017

NOTICE FOR INVITING TENDER

The office of the Principal Commissioner of Central Excise, Customs & Service Tax, Vadodara-I Commissionerate, invites sealed offers/on line from reputed parties engaged in the business of providing stationery and misc. items for office use. The periods for supplying items are for one year from the date of acceptance of tender. Stationery and Misc. items required in the office of the Principal Commissioner, of Central Excise, Customs & Service Tax, Vadodara-I, alongwith the details are as mention in the list enclosed along with terms and condition the same can be obtained from tender receiving officer. The sealed tender cover should reach to this office during office time on all working days between 10 a.m. to 5 p.m. from 16.01.2017 to 31.01.2017 to Assistant Commissioner(P&V)/Adm. Officer(Adm, H.Q.), 1st floor, Central Excise Building, Race Course, Vadodara (Tender Receiving Officer). Details of the stationery/misc items to be provided can be downloaded from the websites www.excisevadodara1.nic.on or www.cbec.gov.in or on Telephone No. 0265 2340110. The last date for receipt of tender is 31.01.2017 up to 5.00 p.m..


16/01/17
(Sunil Kumar Singh)
Joint Commissioner (P&V)
Central Excise, Customs & S.Tax,
Vadodra-I

Terms and Condition :

1. Payment terms would be as per Govt. policy, after goods delivered.
2. Rate must be quoted for specific item wise with brand name/make for items and as per quantity mentioned in colum-IV of item list.
3. Items rate are inclusive of all taxes etc.
4. Door delivery, no extra charges for delivery of items.
5. Rate shall be applicable for at least one year from the date of acceptance of tender.
6. If you fail to supply items within 07 days of order, your contract will be cancelled.
7. It is your responsibility to provide/supply all contracted items; no piecemeal supply will be accepted.
8. Tender reflecting quote of lesser items will not be considered.

List of Stationery articles covered under Tender

No.	Name of the Stationary/Misc. Items.	Description	Rate of items given in unit which is inclusive of Taxes etc. (all).
I	II	III	IV
1	Ruled Register (Full size)	1 quire	1 pcs
2	Ruled Register (Full size)	2 quire	1 pcs
3	Ruled Register (Full size)	4 quire	1 pcs
4	Ruled Register (Full size)	6 quire	1 pcs
5	Ruled Register (Full size)	9 quire	1 pcs
6	Conference Pad (9 inch X 6 inch)	15pages (ruled)	1 pcs
7	Spiral Binding Pad (9 inch X 6 inch)	40pages (ruled)	1 pcs
8	Paper Cutter (Big)	Big.	1 pcs
9	Double Punch 500	Big. (9cm.)	1 pcs
10	Double Punch	Small	1 pcs
11	Eraser	--	1 pcs
12	Fevi Stick	Big (15 g)	1 pcs
13	Gum Bottle	Big (200 ml/g)	1 pcs
14	Pencil (Box)		1 pkt.
15	Pilot pen	Luxor (Black)	1 pcs
16	Pilot pen	Luxor (Blue & Green)	1 pcs
17	Pilot pen Ink	Luxor (Blue, Black & Green)	1 pcs
18	Pin		1 pkt.
19	Plastic Folder (Legal Size)	Legal Size	1 pcs
20	Pocker	--	1 pcs
21	Ruled Paper		Qty. specify
22	Single Punch	--	1 pcs
23	Scale	1 foot	1 pcs
24	Scissor	Medium	1 pcs
25	Single Punch	Small	1 pcs
26	Stamp Pad	(Big) Blue	1 pcs
27	Stamp pad	Small- Blue & Red	1 pcs
28	Stapler	Big	1 pcs
29	Stapler pin	Big	1 pkt. (1000 staples)
30	Stapler pin	Small	1 pkt. (1000 staples)
31	Stapler	Small	1 pcs
32	Tag Big	--	01 buch of 50 nos.
33	Tag Small	--	01 buch of 50 nos.
34	U Pin	--	100 pcs
35	Uni- Ball pen	Blue	1 pcs
36	Uni-Ball pen	Black	1 pcs
37	Uni-Ball pen	Red and Green	1 pcs
38	Add-Jel Pen	Blue & Black	1 pcs
39	SE -5 Envelopes (Brown)	Size :- 9" x 5"	250 pcs with pprinting
40	SE-6 Envelopes (Brown)	Size :- 11" x 5"	250 pcs with pprinting
41	SE-7 Envelopes (Green)	Size :- 16" x 6"	250 pcs with pprinting
42	SE - 8 Envelopes (Green)	Size :- 16" x 12"	250 pcs with pprinting
43	Box File	--	1 pcs
44	Dak Pad	--	1 pcs
45	File bands	--	buch of 10 pcs.
46	Highlighter	--	01 pkt. of 05 pcs.
47	Post it Pad 3M	3 X 3	01 pcs (No of flaps specify)
48	Post it Pad 3M	1 X 3	01 pcs (No of flaps specify)
49	Post it Pad 3M	1 X 4	01 pcs (No of flaps specify)
50	Signature Pad	--	1 pcs
51	Xerox Paper (Ordinary)	A-3	01 pkt. Of 500 sheets
52	Xerox Paper (JK Red)	A-3	01 pkt. Of 500 sheets
53	Xerox Paper (JK Green))	A-4	01 pkt. Of 500 sheets
54	Xerox Paper (JK Red)	A-4	01 pkt. Of 500 sheets
55	Xerox (Ordinary)	A-6 (Legal)	01 pkt. Of 500 sheets
56	Xerox Paper (JK Red)	A-6 (Legal)	01 pkt. Of 500 sheets
57	Ledger Paper - JK Green	A-6 (Legal)	01 pkt. Of 500 sheets