

Date :- 24th May 2023




IISWBM

Extension of Time

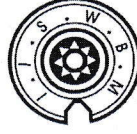
NOTICE INVITING TENDER

Sealed tenders are invited by IISWBM, Management House, College Square (West), Kolkata – 700 073 from bonafide and resourceful stationary items supplier for supply of different stationary items as per details given in the tender document.

Tender document with all details including terms & conditions are available from the office of the AAO during office hours on all working days from 24th May 2023 to 06th June 2023 (Monday to Friday) between 11-00 am to 4-00 pm. You may also download tender documents from Institute's Web Site (www.iiswbm.edu). The last dated of submission of sealed tender completed in all respect including all required documents by 4.00 pm on or before 08th June 2023.


Registrar

Date :- 24th May 2023



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Extension of Time

NOTICE INVITING TENDER

Sealed tenders are invited by IISWBM, Management House, College Square (West), Kolkata – 700 073 from bonafide and resourceful stationary items supplier for supply of different stationary items as per details given in the tender document. Details are given below :-


Available date for Tender Documents	Submission of Tender Documents
From 24 th May 2023 to 06 th June 2023 (Monday to Friday) between 11-00 am to 4-00 pm	By 4-00 pm on or before 08 th June 2023

Inspection date and time : 24th May 2023 to 07th June 2023 (Monday to Friday) from 11-00 am to 4-00 pm. (Please contact at Store of the Institute)

Opening of Tender Documents : 09th June 2023 at 12.30 pm.

Institute takes no responsibility for delay / loss or non-receipt of Tender Documents sent by post and reserves the right to reject any or all Tender without assigning any reasons whatsoever.

Application should be submitted alongwith self attested copies of following documents:-
1. Trade Licence, 2. Latest I.T. return, 3. PAN Card, 4. GST Certificate, 5. Working experience certificates etc.


Registrar

Date :

The Director
IISWBM
College Square (west)
Kolkata:700073

Sub: Application for supply of different stationary items
as per details given in the tender document against your Advertisement
in the Institute's Web-site / Notice Board.

Respected Sir,

In view of the above, we would like to apply for the same. Our details information is stated here under:

Name of the organization :

Address of the organization :

Trade licence No. :

PAN No. :

Latest IT Return :

GST Registration No. with rate (%) :

Working experience certificates :

Total Quoted Rate :

Other details if any :

Thanking you,

Yours faithfully,

(Signature with seal)

SL NO	ITEM
1	Attendance Register for staff and faculty (100 pgs with hard board & leather finishing)
2	Attendance Register for students (26 pgs with hard board cover)
3	Answer scripts booklet with institute logo in every pg, - 10 pgs together with front pg full print
4	Loose answer sheet with ins. logo in every pg - 4 pgs together
5	Arch file
6	Black Board dust free duster
7	Baygon Spray (Red/Black)
8	Board file with rope
9	Bank challan pad for student fees (100 pgs)
10	Box File
11	Battery (Eveready AA) for clock Battery (Duracel A AA) for LCD, AC remote
12	Best Quality Coaster (6 pcs)
13	Brown Tape ½" Brown Tape ½" Brown Tape ½" Brown Tape ½"
14	Board Pin

SL NO	ITEM
15	Best quality cup and plate (6 pcs)
16	Plastic Box for paper keeping
17	Computer cartridge toner HP – 88A Computer cartridge toner HP – 12A Computer cartridge toner 678 Black Computer cartridge toner HP 678 colour Computer cartridge 865 HP Black/ Yellow/ crayon / majenta
18	Computer cartridge HP refilling 88A,12A <i>Refilling - 901, 805</i> Refilling – 678 Black Refilling – 678 colour
19	Computer Paper 10"x 12"
20	Plain Chalk duster
21	Chalk colour
22	Liquid Vim
23	Candle
24	Cover Board File with inst. name & logo (4 parts)
25	Cash Book general (1000 pgs)
26	Calculator (12 digit)
27	Cover Plastic File
28	Cashier's cash book (100 pgs)
29	Stock Book (200 pgs)
30	<i>Correction Pen (Artline Co.)</i>
31	<i>Code of Conduct (4Pgs)</i>

SL NO	ITEM
32	Cleaning Spray (Collins)
33	Transparent Cello Tape ½ ", 2", 4"
34	Placement gift with logo (Card holder, key ring, Pen)
35	Feather Duster
36	Cloth duster big 36"X 36"
37	Desk Calendar Refill (one year)
38	Diary every year
39	Envelop (9"x4") Envelop A4 size Envelop Brown craft paper Envelop cloth coating Envelop window Envelop Cloth brown craft finishing Envelop Brown craft paper (10"x8")
40	Flat file with inst. name and logo
41	Folder with pen and pad for students (new comer)
42	Glass lid (6 pcs)
43	Glass tumblers (each)
44	Glue stick
45	Glue stick Gum paste tube
46	Glue stick Gel Pen refill
47	High lighted Pen

SL NO	ITEM
48	Indent for requisition book with inst. name and logo
49	Internal memo pad with inst. name and logo
50	James clip (bell) b ig box
51	Jute ball (100 bundle)
52	Knife (office purpose)
53	Rule Register (6 no. Size 100 pgs)
54	Institute letterhead pad (A4 size executive bond paper)
55	Institute Letterhead A6 executive bond paper
56	Log book for vehicle register 100 pgs
57	Leave application pad for non teaching / teaching staff (100 pgs with Inst name and logo)
58	Marker Pen
59	Metal hand clip
60	Metal girder clip (different size) $\frac{1}{2}$ " , $\frac{3}{4}$, 1" , 32 m, 41 m
61	Mosquito oil refill
62	Napthalene Ball packet small
63	<u>Note sheet (100 pgs)</u>
64	<u>Glue Bottle</u>
65	<u>Eraser</u>
66	<u>Pen Book 6 no.</u>

SL NO	ITEM
67	Petty cash book with inst logo
68	Pesting note pad (100 pgs)
69	Pen Pen (use & throw)
70	Sharpner
71	Room Freshner (Amby pure) Godrej
72	Rule pad 1/6 size with inst logo Rule pad 1/4 size with inst logo
73	Receipt book for selling of Brochure & Form
74	Receipt Book for general prupose
75	Red duster (medium size)
76	Stamp pad Big Stamp pad small
77	Stapler Pin Big box
78	Scissors for office use
79	Stapler Big Stapler small
80	Scale Aluminium big Scale Aluminium small
81	Signature Pen
82	Stapler Zambo size
83	White Towel (Turkish medium size)
84	— Tag File
85	— Tag Roll bundle

SL NO	ITEM
86	Visitor's slip pad (100 pgs)
87	Visiting Card with screen print
88	White Board Marker Pen
89	White Board Marker Pen ink
90	Yellow cloth Duster
91	White Board Magnetic duster
92	Punching machine small Punching machine big
93	Waste paper Box

94 | Sanitizer (Jas) - 5 Lt.

95 | Paper Role (Napkin)

96 | Computer File

97 | ~~Cell~~ Cello Tape

98 | Neck Tai

99 | Pencils

100 | Postage Stamp

101 | Pay-In-~~slip~~ slip for Hostel Seat Rent

102 | Towel Turkey

103 | Wax Pol