

Telegram : "PLEXIMON" KOLKATA  
Tele phone : 2248 – 6280/6289  
Fax No. ( 033) 2243 – 7380

**GOVERNMENT OF INDIA STATIONERY OFFICE  
3, CHURCH LANE, KOLKATA – 700001.**

**Rate Contract No. I-11016/DO-24/4R/2010-C&P**

**Dated: 18.11.2010.**

**To  
M/s. Kohli & Co.(Regd.),  
A-10, Naraina Industrial Area,  
Phase - 1,  
New Delhi – 110028.**

Sub: Rate Contract for supply of **Stapler Machine No. 10** during the period from 18.11.2010 to 31.03.2011.

Ref: Your tender forwarded with letter No. KC/GISO/10-11 dt. 08.09.2010 against this Office Invitation to Tender No. I – 11015/DO20,21,24,25,26,27, DO28(i), 28(ii), DO31 & DO37/2010 - C&P dt. 19.08.2010 and this Office Letter dt. 16.09.2010.

Gentlemen,

I have to inform you that your above tender for the stores specified in the Schedule annexed hereto has been accepted for and on behalf of the President of India on the terms and conditions specified in the said schedule.

2. Actual supplies to stores should not, however, be made until the receipt of further instructions from this Office. These will be communicated to you in Formal Supply Orders with the dates and places of delivery duly incorporated therein and you shall supply the stores in accordance therewith.
3. Designation of Officers Competent to issue Supply Orders:
  - (i) Deputy Controller, Stationery(Admn.)
  - (ii) Asstt. Controller, Stationery.
4. Prices: As indicated in the Schedule which will remain firm and fixed during the currency of the contract.
5. Fall Clause: As laid down in Para 4 of Special Conditions governing Rate Contract, you are accordingly advised to furnish a certificate regarding Price conditions direct to the Accounts Officer, Pay & Accounts Office(Ptg.), Min. of Urban Development, Kolkata – 700064 every two months under intimation to this Office.
6. Period Covered by the Contract: From 18.11.2010 to 31.03.2011.

7. Terms of Delivery: Free Delivery in G.I.S.O., Kolkata & R.S.D. ,New Delhi.
8. Date of Delivery: As stipulated in the respective Supply Orders to be issued against this Rate Contract.
9. Inspection:-
  - a) By the Deputy Controller, Inspection, 3, Church Lane, Kolkata – 1 or his authorised representative.
  - b) Place at which stores are to be tendered for inspection: At your Factory Premises at A-10, Naraina Industrial Area, Phase – 1,New Delhi - 110028.
10. Specification: The stores shall conform strictly to the Specification as given in the Schedule to the Invitation to Tender No. I-11015/DO20,21,24,25,26,27,DO28(i),28(ii), DO31 & DO37/2010 – C&P dt. 19.08.2010 in all respects and this has been certified by you in your letter dt. 08.09.2010.
11. Conditions of Contract: As laid down in (i) the Form Invitation to Tender and Instructions to persons tendering , (ii) Special Conditions of Contract governing Rate Contract and (iii) General Conditions of Contracts.
12. Paying Authority: Accounts Officer, Pay & Accounts Office(Ptg.), Min. of Urban Development, 3<sup>rd</sup> M.S.O. Building, D.F. Block, 4<sup>th</sup> Floor, Salt Lake City, Kolkata – 700064.
13. Payment Terms: 90% advance payment on proof of inspection and despatch / delivery and the balance 10% on receipt of stores by the Consignee in good condition.
14. Head of Accounts : As indicated in the Supply Orders.
15. Name of the Purchaser: President of India.
16. Name of Accounts Officer of the Indentor: As indicated in Supply Orders. through whom the cost is to be debited.
17. This contract is concluded by this acceptance. Please acknowledge receipt on the attached acknowledgement slip.

Encl: As above.

Yours faithfully,

**(M.Roy)**  
**Asstt. Controller, Stationery(Purchase-I)**  
**For Controller of Stationery,**  
**For & on behalf of the President of India.**

**Copy to:**

1. Accounts Officer, Pay & Accounts Office(Ptg.), Min. of Urban Development, 3<sup>rd</sup> M.S.O. Building, DF Block, 4<sup>th</sup> Floor, Salt Lake City, Kolkata 700064. This purchase has the approval of the Tender Committee dt. 04.11.2010.
2. Dy. Controller, Inspection, G.I.S.O., 3, Church Lane, Kolkata – 700001.
3. Asstt. Controller( Inspection/Testing) , R.S.D., Netaji Nagar, New Delhi – 110023.
4. Asstt. Controller, Stationery(P-II), GISO, Kolkata – 700001.
5. Financial Officer, GISO, Kolkata – 1.
6. Asstt. Controller,RSD, Netaji Nagar, New Delhi – 110023.
7. Asstt. Controller, RSD,New C.G.O. Building,New Marine Lines, Mumbai – 20.
8. Asstt. Controller, RSD, 63, College Road, Chennai -600006.
9. Asstt. Controller( Supply), GISO, Kolkata – 1.
10. Dy. Controller, Stationery(Admn.), GISO, Kolkata – 1.
11. P.A. to Controller of Stationery, GISO, Kolkata – 1.
12. Deputy Secretary(PSP), Min. of Urban Development, Nirman Bhawan, New Delhi – 110108.
13. Asstt. Controller( Stores) , GISO, Kolkata – 700001.
14. Sales Tax Officer, Department of Trade & Taxes, Govt. of NCT of Delhi, Zone –X, Ward – 104, New Delhi - 110002. Registration No./TIN 07910075195.
15. Purchase Br. II . 16. Progress Section. 17. Central Stock. 18. Tender File. 19. Guard File. 20. Hindi Cell.

**Asstt. Controller, Stationery(Purchase-I)**

**SCHEDULE TO THE RATE CONTRACT.**

Rate Contract No. : I-11016/DO-24/4R/2010 – C&P dated 18.11.2010.

Name of the firm. : M/s. Kohli & Co.(Regd), A-10, Naraina Industrial Area,  
Phase – 1 , New Delhi – 110028.

Period covered by the contract. : From 18.11.2010 to 31.03.2011.

Firm's tender forwarded with letter dated: 08.09.2010.

STORES:-

**SCHEDULE**

Vocab No.	Description of Stores.	Quality.	Unit.	ACCEPTED RATES FREE DELIVERY IN	
				G.I.S.O., Kolkata.	R.S.D., New Delhi
DO-24	Stapler Machine No. – 10	As per BIS / G.I.S.O specification.	Per each.	<b>Rs.17.40</b> (Rupees Seventeen and Paise Forty only)	<b>Rs.16.60</b> (Rupees Sixteen and paise Sixty only)

**N.B:-**

1. The above rates are inclusive of Central Sales Tax / VAT.
2. No deviation from laid down specification will be accepted.
3. It has been noted that minimum quantity to be ordered and delivered at a time is not less than 100 nos.
4. Octroi Exemption Certificate and Way Bill will be provided, if required.
5. Guaranteed Purchase: Subject as hereinafter mentioned, no guarantee can be given as to the number or quantity of the stores which will be ordered during the period of contract, but the Controller of Stationery undertakes to order from the contractor all stores as detailed in the Schedule of stores and prices which he requires to purchase except that he reserves the right (1) of submitting to competition and supply of articles included in the contract, the total value of which exceeds such amount as the Controller of Stationery (whose decision shall be final) may determine upon consideration of the tenders,(2) of placing this contract simultaneously or at any time during its period with one or

more contractors as he may think fit and (3) of obtaining from any source any stores referred to in the contract to meet an emergency if the Controller of Stationery (whose decision shall be final) is satisfied that the contractor is not in a position to supply specific quantities or numbers within the period in which supplies are required.

Provided that the Controller of Stationery shall in any event be bound to order from the Contractor stores as detailed in the schedule worth Rs.1000/- .

6. Packing and Marking of supplies as specified in the 'Invitation to Tender' shall be strictly adhered to. Description of stores and its actual quantity should invariably be indicated clearly on each package big or small.
7. Notification of despatch of stores in regard to each and every consignment shall be made immediately to the indenter and to the Dy. Controller of Stationery(Admn.), Kolkata – 1.
8. Inspection Notes will remain valid for 30 (Thirty) days from the date of its issue or upto the last date of the contract, whichever is earlier.
9. A monthly statement in duplicate of all Supply Orders received against this contract and supplies made against each of them must be sent to the Deputy Controller of Stationery(Admn.), Kolkata – 700001 by name within 15<sup>th</sup> of the following month that to which it relates without fail till the Supply Orders are executed in full.

**Asstt. Controller, Stationery(Purchase-I)**

Telegram : "PLEXIMON" KOLKATA

Tele phone : 2248 – 6280/6289

Fax No. ( 033) 2243 – 7380

**GOVERNMENT OF INDIA STATIONERY OFFICE  
3, CHURCH LANE, KOLKATA – 700001.**

Rate Contract No. I-11016/DO-25/5R/2010-C&P

Dated: 18.11.2010.

**To  
M/s. Kohli & Co.(Regd.),  
A-10, Naraina Industrial Area,  
Phase - 1,  
New Delhi – 110028.**

Sub: Rate Contract for supply of **Stapler Machine No. 24** during the period from 18.11.2010 to 31.03.2011.

Ref: Your tender forwarded with letter No. KC/GISO/10-11 dt. 08.09.2010 against this Office Invitation to Tender No. I – 11015/DO20,21,24,25,26,27, DO28(i), 28(ii), DO31 & DO37/2010 - C&P dt. 19.08.2010 and this Office Letter dt. 16.09.2010.

Gentlemen,

I have to inform you that your above tender for the stores specified in the Schedule annexed hereto has been accepted for and on behalf of the President of India on the terms and conditions specified in the said schedule.

2. Actual supplies to stores should not, however, be made until the receipt of further instructions from this Office. These will be communicated to you in Formal Supply Orders with the dates and places of delivery duly incorporated therein and you shall supply the stores in accordance therewith.
3. Designation of Officers Competent to issue Supply Orders:
  - (i) Deputy Controller, Stationery(Admn.)
  - (ii) Asstt. Controller, Stationery.
4. Prices: As indicated in the Schedule which will remain firm and fixed during the currency of the contract.
5. Fall Clause: As laid down in Para 4 of Special Conditions governing Rate Contract, you are accordingly advised to furnish a certificate regarding Price conditions direct to the Accounts Officer, Pay & Accounts Office(Ptg.), Min. of Urban Development, Kolkata – 700064 every two months under intimation to this Office.

6. Period Covered by the Contract: From 18.11.2010 to 31.03.2011.
7. Terms of Delivery: Free Delivery in G.I.S.O., Kolkata & RSD. ,New Delhi, RSD Chennai & RSD Mumbai.
8. Date of Delivery: As stipulated in the respective Supply Orders to be issued against this Rate Contract.
9. Inspection:-
  - a) By the Deputy Controller, Inspection, 3, Church Lane, Kolkata – 1 or his authorised representative.
  - b) Place at which stores are to be tendered for inspection: At your Factory Premises at A-10, Naraina Industrial Area, Phase – 1 , New Delhi – 110028.
10. Specification: The stores shall conform strictly to the Specification as given in the Schedule to the Invitation to Tender No. I-11015/DO20,21,24,25,26,27,DO28(i),28(ii), DO31 & DO37/2010 – C&P dt. 19.08.2010 in all respects and this has been certified by you in your letter dt. 08.09.2010.
11. Conditions of Contract: As laid down in (i) the Form Invitation to Tender and Instructions to persons tendering , (ii) Special Conditions of Contract governing Rate Contract and (iii) General Conditions of Contracts.
12. Paying Authority: Accounts Officer, Pay & Accounts Office(Ptg.), Min. of Urban Development, 3<sup>rd</sup> M.S.O. Building, D.F. Block, 4<sup>th</sup> Floor, Salt Lake City, Kolkata – 700064.
13. Payment Terms: 90% advance payment on proof of inspection and despatch / delivery and the balance 10% on receipt of stores by the Consignee in good condition.
14. Head of Accounts : As indicated in the Supply Orders.
15. Name of the Purchaser: President of India.
16. Name of Accounts Officer of the Indentor: As indicated in Supply Orders. through whom the cost is to be debited.
17. This contract is concluded by this acceptance. Please acknowledge receipt on the attached acknowledgement slip.

Encl: As above.

Yours faithfully,

**(M.Roy)**  
**Asstt. Controller, Stationery(Purchase-I)**  
**For Controller of Stationery,**  
**For & on behalf of the President of India.**

**Copy to:**

1. Accounts Officer, Pay & Accounts Office(Ptg.), Min. of Urban Development, 3<sup>rd</sup> M.S.O. Building, DF Block, 4<sup>th</sup> Floor, Salt Lake City, Kolkata 700064. This purchase has the approval of the Tender Committee dt. 04.11.2010.
2. Dy. Controller, Inspection, G.I.S.O., 3, Church Lane, Kolkata – 700001.
3. Asstt. Controller( Inspection/Testing) , R.S.D., Netaji Nagar, New Delhi – 110023.
4. Asstt. Controller, Stationery(P-II), GISO, Kolkata – 700001.
5. Financial Officer, GISO, Kolkata – 1.
6. Asstt. Controller,RSD, Netaji Nagar, New Delhi – 110023.
7. Asstt. Controller, RSD,New C.G.O. Building,New Marine Lines, Mumbai – 20.
8. Asstt. Controller, RSD, 63, College Road, Chennai -600006.
9. Asstt. Controller(Supply), GISO, Kolkata – 1.
10. Dy. Controller, Stationery(Admn.), GISO, Kolkata – 1.
11. P.A. to Controller of Stationery, GISO, Kolkata – 1.
12. Deputy Secretary(PSP), Min. of Urban Development, Nirman Bhawan, New Delhi – 110108.
13. Asstt. Controller( Stores) , GISO, Kolkata – 700001.
14. Sales Tax Officer, Department of Trade & Taxes, Govt. of NCT of Delhi, Zone -X, Ward – 104, New Delhi - 110002. Registration No./TIN 07910075195.
15. Purchase Br. II . 16. Progress Section. 17. Central Stock. 18. Tender File. 19. Guard File. 20. Hindi Cell.

**Asstt. Controller, Stationery(Purchase-I)**



**SCHEDULE TO THE RATE CONTRACT.**

Rate Contract No. : I-11016/DO-25/5R/2010 – C&P dated 18.11.2010.

Name of the firm. : M/s. Kohli & Co.(Regd.), A-10, Naraina Industrial Area,  
Phase – 1, New Delhi – 110028.

Period covered by the contract. : From 18.11.2010 to 31.03.2011.

Firm's tender forwarded with letter dated: 08.09.2010.

STORES:-

**SCHEDULE**

Vocab No.	Description of Stores.	Quality.	Unit.	<u>ACCEPTED RATES.</u> FREE DELIVERY IN			
				G.I.S.O., Kolkata.	RSD, New Delhi.	RSD, Chennai.	RSD, Mumbai.
DO-25	Stapler Machine No. – 24	As per BIS / G.I.S.O specification.	Per each.	Rs. <b>42.00</b> (Rupees Forty two only)	Rs. <b>40.10</b> (Rupees Forty and paise Ten only)	Rs. <b>47.00</b> (Rupees Forty Seven only)	Rs. <b>44.25</b> (Rupees Forty Four and paise Twenty five only)

**N.B:-**

1. The above rates are inclusive of Central Sales Tax / VAT.
2. No deviation from laid down specification will be accepted.
3. It has been noted that minimum quantity to be ordered and delivered at a time is not less than 100 nos.
4. Octroi Exemption Certificate and Way Bill will be provided, if required.
5. Guaranteed Purchase: Subject as hereinafter mentioned, no guarantee can be given as to the number or quantity of the stores which will be ordered during the period of contract, but the Controller of Stationery undertakes to order from the contractor all stores as detailed in the Schedule of stores and prices which he requires to purchase except that he reserves the right (1) of submitting to competition and supply of articles included in the contract, the total value of which exceeds such amount as the Controller of Stationery (whose decision shall be final) may determine upon consideration of the tenders,(2) of placing this contract simultaneously or at any time during its period with one or more contractors as he may think fit and (3) of obtaining from any source any stores referred to in the contract to meet an emergency if the

Controller of Stationery (whose decision shall be final) is satisfied that the contractor is not in a position to supply specific quantities or numbers within the period in which supplies are required.

Provided that the Controller of Stationery shall in any event be bound to order from the Contractor stores as detailed in the schedule worth Rs.1000/- .

6. Packing and Marking of supplies as specified in the 'Invitation to Tender' shall be strictly adhered to. Description of stores and its actual quantity should invariably be indicated clearly on each package big or small.
7. Notification of despatch of stores in regard to each and every consignment shall be made immediately to the indenter and to the Dy. Controller of Stationery(Admn.), Kolkata – 1.
8. Inspection Notes will remain valid for 30 (Thirty) days from the date of its issue or upto the last date of the contract, whichever is earlier.
9. A monthly statement in duplicate of all Supply Orders received against this contract and supplies made against each of them must be sent to the Deputy Controller of Stationery(Admn.), Kolkata – 700001 by name within 15<sup>th</sup> of the following month that to which it relates without fail till the Supply Orders are executed in full.

**Asstt. Controller, Stationery(Purchase-I)**

Telegram : "PLEXIMON"

Telephone: (033)2248-6280/6289

Fax : (033)2243-7380

Web Site: <http://www.giso.nic.in>

E-mail : [coskol@wb.nic.in](mailto:coskol@wb.nic.in)

[dci-kol@wb.nic.in](mailto:dci-kol@wb.nic.in)

**GOVERNMENT OF INDIA STATIONERY OFFICE,  
3, CHURCH LANE, KOLKATA -700 001.**

Rate Contract No: I-11016/D024/3R/2010-C&P

Dt: 18.11.2010

To

**M/s. Orient Sales Agency,**

167, Old China Bazar Street (3<sup>rd</sup> floor),

Kolkata - 700 001.

**Sub:-** Rate Contract for supply of Stapler Machine No.10 during the period from 18.11.2010 to 31.03.2011.

**Ref:-** Your tender forwarded with letter No: OSA/155/2010-2011 dt.09.09.2010 - against this office Invitation to Tender No.I-11015/D020,21,24,25,26,27,28(i) 28(ii),D031, D037/2010-C&P dt.19.08.2010 and this office letter dt.16.09.2010

\*\*\*\*\*

**GENTLEMEN,**

1. I have to inform you that your above tender for the stores specified in the schedule annexed hereto has been accepted for and on behalf of the President of India on the terms and conditions specified in the said Schedule.
2. Actual supplies of stores should not, however, be made until the receipt of further instructions from this office. These will be communicated to you in Formal Supply Orders with the dates and places of delivery duly incorporated therein and you shall supply the stores in accordance therewith.
3. Designation of Officers competent to issue Supply Orders :-  
**(i) Dy. Controller, Stationery (Admn).**  
**(ii) Asstt. Controller, Stationery**

4. Prices: As indicated in the Schedule which will remain firm and fixed during the currency of the Contract.
5. Fall Clause : As laid down in Para 4 of Special Conditions governing Rate Contract, you are accordingly advised to furnish a certificate regarding Price conditions direct to the Accounts Officer, Pay & Account Office(Ptg.), Min. of Urban Development, Kolkata -700064 every two months under intimation to this office.
6. Period covered by the Contract : From 18.11.2010 to 31.03.2011.
7. Terms of Delivery : F.O.R. Despatching Station – Kolkata/Howrah.
8. Date of Delivery: As stipulated in the respective supply orders to be issued against this Rate Contract.
9. Inspection: -
  - (a) By the Deputy Controller (Inspection), Govt. of India Stationery Office, Ministry of Urban Development, 3 Church Lane, Kolkata -700 001 or his authorised – representative.
  - (b) Place at which stores are to : At your Manufacturer’s Factory Premises at M/s. Kanin be tendered for inspection (India) Limited, Industrial Plot No.79, Sector- 25, Faridabad – 121004.
10. Specification: The stores shall conform strictly to the prescribed specification as given in the Schedule to the Invitation to Tender No: I-11015/D020,21,24,25,26,27,28(i),28(ii), D031, D037/2010-C&P dt.19.08.2010 in all respects and this has been certified by you in your letter dt.9.9.2010.
11. Conditions of Contract : As laid down in (i) the Form Invitation to Tender and Instructions to persons tendering, (ii) Special Conditions of Contract governing Rate Contract and (iii) General Conditions of Contract.
12. Paying Authority: Accounts Officer, Pay & Accounts Office (Ptg), Ministry of Urban Development, C.G.O. Complex, Sector-I, DF Block, ‘D’ Wing, 4<sup>th</sup> Floor, Salt Lake City, Kolkata -700 064.
13. Payment Terms : 90% advance payment on proof of inspection and despatch/delivery and the balance 10% on receipt of stores by the consignee in good condition.
14. Head of Accounts: As indicated in the Supply Orders.

15. Name of the Purchaser: The President of India.

16. Name of the Accounts Officer of the Indentor through whom the cost is to be debited: As indicated in the Supply Orders.

17. This Contract is concluded by this acceptance. Please acknowledge receipt of the attached Acknowledgement Slip.

Encl: As stated above.

Yours faithfully,

(M. ROY)

**Asstt. Controller, Stationery(P)-I  
For Controller of Stationery.  
for and on behalf of the President of India.**

**Copy to :-**

1. The Accounts Officer, Pay & Accounts Office (Ptg), Ministry of Urban Development, C.G.O. Complex, Sector-I, DF Block, 'D' Wing, 4<sup>th</sup> Floor, Salt Lake city, Kolkata -700 064. This purchase has the approval of the Tender Committee dt. 04.11.2010.
2. The Deputy Controller (Inspection), GISO, Kolkata -700 001.
3. Asstt. Controller (Inspection), GISO, Kolkata -1.
4. Asstt. Controller, Stationery(P)II, GISO, Kolkata -700 001.
5. Financial Officer, GISO, Kolkata -700 001.
6. Asstt. Controller (Inspection)/Testing, Regional Stationery Depot, Netaji Nagar, New Delhi-110023.
7. Asstt. Controller, RSD, New CGO Building, New Marine Lines, Mumbai-20.
8. Asstt. Controller, Stationery, RSD, 63 College Road, Chennai -600 006.
9. Asstt. Controller, (Supply), GISO, Kolkata -700 001.
10. Dy. Controller, Stationery (Admn), GISO, 3 Church Lane, Kolkata -700 001.
11. P.A. to Controller of Stationery, GISO, Kolkata -1
12. Deputy Secretary (PSP), Ministry of Urban Development, Nirman Bhawan, New Delhi-110108.
13. Asstt. Controller (Stores), GISO, Kolkata.
14. Commercial Tax Officer, Sales Tax Office, Netaji Subhas Road Charge, 14, Beliaghata Road, Kolkata 700 015. Registration No. 19260215047.
15. Purchase Br.-II.

16. Progress Section.
17. Central Stock.
18. Tender File.
19. Guard File.
20. Hindi Cell.

**Asstt. Controller, Stationery(P)-I**

## **SCHEDULE TO THE RATE CONTRACT**

Rate Contract No: I-11016/D024/3R/2010-C&P

Dated:18.11.2010

Name of the firm : M/s. Orient Sales Agency,  
167, Old China Bazar Street, 3<sup>rd</sup> Floor,  
Kolkata – 700 001.

Period covered by the Contract: From 18.11.2010 to 31.03.2011.

Firm's Tender forwarded with letter dated : 09.09.2010.

### **STORES : -**

### **SCHEDULE**

<b>Vocab No.</b>	<b>Description of Stores</b>	<b>Quality</b>	<b>Unit</b>	<b>Accepted Rates</b>	
				<b>FOR Despatching Station</b>	
D024	Stapler Machine No.10	As per BIS/ GISO Specification	Per each	<b><u>Kolkata/Howrah</u></b> Rs.      P. 18   -   20 (Rupees eighteen & paise twenty only)	

### **N. B. :-**

1. The above rates are including VAT/Sales Tax.
2. You will supply the stores manufactured by M/s. Kanin (India) Limited, Industrial Plot No.79, Sector-25, Faridabad - 121004.
3. No deviation from laid down specification will be accepted.
4. It has been noted that minimum quantity to be ordered and delivered at a time is not less than 100 Nos.
5. Octroi Exemption Certificate & Way Bill will be provided, if required.
6. Guaranteed Purchase : Subject as herein-after mentioned, no guarantee can be given as to the number or quantity of the stores which will be ordered during the period of Contract, but the Controller of Stationery undertakes to order from the Contractor all stores as detailed in the Schedule of Stores and prices which he requires to purchase except that he reserves the right 1) of submitting to competition and supply of articles included in the contract, the total value of which exceeds such amount as the Controller of Stationery (whose decision shall be final) may determine upon consideration of tenders 2) of placing this contract simultaneously or at any time during its period with one or more contractors as he

may think fit and 3) of obtaining from any source any stores referred to in the Contract to meet an emergency if the Controller of Stationery (whose decision shall be final) is satisfied that the contractor is not in a position to supply specific quantities or number within the period in which supplies are required.

Provided that the Controller of Stationery shall in any event be bound to order from the contractor stores as detailed in the schedule worth Rs.1000/-

7. Packing and marking of supplies as specified in the 'Invitation to Tender' shall be strictly adhered to. Description of stores and its actual quantity should invariably be indicated clearly on each package big or small.
8. Notification of despatch of stores in regard to each and every consignment shall be made immediately to the indenter and to the Dy. Controller of Stationery (Admn), GISO, Kolkata-1.
9. Inspection Notes will remain valid for 30 (thirty) days from the date of its issue or upto the last date of the Contract, whichever is earlier.
10. In case you are required to despatch the stores by Passenger Train on 'Freight Paid Basis' as per Railway Rules due to non-availability of Goods Train, you should claim reimbursement of actual Railway Freight paid by you from the Accounts Officer, P&AO(Ptg), Min. of Urban Development, Kolkata – 700 064 by submitting your Bills to him along with necessary documents and Xerox copy of R/R (duly attested by Gazetted Officer) obtained by you from the Railways.
11. In case the stores are despatched by other than Goods Train such as Road Transport or Container Services etc., the transportation charges payable to you in such cases shall be limited to the actual amount of Railway freight by Goods Train only.
12. A monthly statement in duplicate of all supply orders received against this contract and supplies made against each of them must be sent to the Deputy Controller of Stationery (Admn), Kolkata -1 by name within 15<sup>th</sup> of the following month that to which it relates without fail till the supply orders are executed in full.

**Asstt. Controller, Stationery(P)-I**



**GOVT. OF INDIA STATIONERY OFFICE  
MINISTRY OF URBAN DEVELOPMENT  
3, CHURCH LANE, KOLKATA-700 001.**

**RATE COMPILATION SHEET FOR THE ITEM OF STAPLER MACHINE NO.10**

**(GROUP NO. & VOCAB NO. D024)**

**ESTIMATED REQUIREMENTS**

**TENDER YEAR : 2010-2011**

**NO. OF FIRMS TENDERED : 6(Six) Nos.**  
**DATE OF OPENING OF TECH. BID : 10.09.2010**  
**NO. OF FIRMS TECHNICALLY QUALIFIED : 5(Five) Nos.**  
**DATE OF OPENING OF PRICE BID : 23.09.2010**  
**OFFER VALID UPTO : 30.11.2010**

**ESTIMATED ZONAL REQUIREMENTS:**

**GISO, KOLKATA :  
RSD, NEW DELHI :  
RSD, CHENNAI :  
RSD, MUMBAI :**

Sl. No.	Tender No.	Name of Firm	Rates for Free Delivery in				F.O.R. Despatching Stn.				
			GISO, KOLKATA	RSD, NEW DELHI	RSD, CHENNAI	RSD, MUMBAI		Howrah/ Kolkata	Kendriya Bhandar, Kolkata	Kendriya Bhandar, New Delhi	Kendriya Bhandar, Chennai
			Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine
1.	T-1	M/s Kohli & Co. (Regd.), New Delhi	Rs.17.40 VAT/CST inclusive	Rs.16.60 VAT/CST inclusive	Rs.19.45 VAT/CST inclusive	Rs.19.10 VAT/CST inclusive		Rs.24.89 VAT 12.5% extra	Rs.30.55 VAT 12.5% extra	Rs.38.00 VAT 12.5% extra	Rs.28.00 VAT 12.5% extra
2.	T-3	M/s Orient Sales Agency, Kolkata	Rs.17.48 VAT/CST inclusive	Rs.17.48 VAT/CST inclusive	N.Q.	N.Q.	Rs.18.20				
3.	T-6	M/s Paper & Board Converters, Agra	Rs.22.00 VAT/CST inclusive	Rs.20.00 VAT/CST inclusive	Rs. 22.00 VAT/CST inclusive	Rs. 22.00 VAT/CST inclusive					
4.	T-4	M/s KORES (India) Ltd., Kolkata	Rs.21.80 VAT 13.5% extra	Rs. 21.80 VAT 12.5% extra	Rs.21.80 VAT 12.5% extra	Rs.21.80 VAT 12.5% extra					
5.	T-5	M/s Laxmi Carbon Kathua, J.K.	N.Q.	N.Q.	N.Q.	N.Q.					

**GOVT. OF INDIA STATIONERY OFFICE  
MINISTRY OF URBAN DEVELOPMENT  
3, CHURCH LANE, KOLKATA-700 001**

RATE COMPILATION SHEET FOR THE ITEM OF STAPLER MACHINE NO. 24

(GROUP NO. & VOCAB NO. DO25)

**ESTIMATED REQUIREMENTS**

**NO. OF FIRMS TENDERED** : 6(Six) Nos.  
**DATE OF OPENING OF TECH. BID** : 10.09.2010  
**NO. OF FIRMS TECHNICALLY QUALIFIED** : 5(Five) Nos.  
**DATE OF OPENING OF PRICE BID** : 23.09.2010  
**OFFER VALID UPTO** : 30.11.2010

**TENDER YEAR : 2010-2011**

**ESTIMATED ZONAL REQUIREMENTS:**

**GISO, KOLKATA** :  
**RSD, NEW DELHI** :  
**RSD, CHENNAI** :  
**RSD, MUMBAI** :

Sl. No.	Tender No.	Name of Firm	Rates for Free Delivery				F.O.R. Despatching Stn.				
			in								
			GISO, KOLKATA	RSD, NEW DELHI	RSD, CHENNAI	RSD, MUMBAI	Howrah/ Kolkata	Kendriya Bhandar, Kolkata	Kendriya Bhandar, New Delhi	Kendriya Bhandar, Chennai	Kendriya Bhandar, Mumbai
			Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine	Rate per Machine				
1.	T-1	M/s Kohli & Co. (Regd.), New Delhi	Rs.42.00 VAT/CST inclusive	Rs.40.10 VAT/CST inclusive	Rs.47.00 VAT/CST inclusive	Rs.44.25 VAT/CST inclusive		Rs.66.67 Per Piece VAT @ 12.5% Extra	Rs.46.35 Per Piece VAT @ 12.5% Extra	Rs.124.00 Per Piece VAT @ 12.5% Extra	Rs.110.00 Per Piece VAT @ 12.5% Extra
2.	T-4	M/s KORES (India) Ltd., Kolkata M/s	Rs.48.00 VAT/CST @ 13.5% Extra	Rs. 48.00 VAT/CST @ 12.5% Extra	Rs.48.00 VAT/CST @ 12.5% Extra	Rs.48.00 VAT/CST @ 12.5% Extra					
3.	T-3	M/s Orient Sales Agency, Kolkata	Rs.55.20 VAT/CST inclusive	Rs.55.20 VAT/CST inclusive	N.Q.	N.Q.	Rs.57.00 VAT/CST inclusive				
4.	T-6	M/s Paper & Board Converters, Agra	Rs.70.00 VAT/CST inclusive	Rs. 65.00 VAT/CST inclusive	Rs.70.00 VAT/CST inclusive	Rs.70.00 VAT/CST inclusive					
5.	T-5	M/s Laxmi Carbon Kathua, J.K.	N.Q.	N.Q.	N.Q.	N.Q.					

