

**TELEGRAM: "PLEXIMON", KOLKATA**

**TELEPHONE: (033) 2248-6280  
2248-6289**

**FAX NO: (033) 2243-7380**

**WEB-SITE: <http://www.giso.nic.in>**

**E-mail: [dcinspection.roy@gmail.co](mailto:dcinspection.roy@gmail.co)**

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

**Running Contract No.I-11016/J-1(vi) & J-1(vii)/12/2010-C&P**

**Dated: 03-11-2010**

**To  
M/s. Ashoka Paper Products  
408, Essel House, 4<sup>th</sup> floor  
10, Asaf Ali Road  
New Delhi-110002.**

Sub: **Running Contract for Note Sheet Block Azurelaid during the period from 03-11-2010 to 31-03-2011.**

Ref: **Your tender forwarded with letter No.APP/GISO/TBID-786/NSB/10 dated 31-08-2010  
against this office Invitation to Tender No.I-11015/J-1(vi)& J-1(vii)/2010-C&P dated 17-08-  
2010 and this office letter dated 14-09-2010.**

**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. As the firm is registered with NSIC Ltd., Delhi upto the monetary limit of Rs.198 Lakhs(Rupees one hundred ninety-eight lakhs only) and as such you are exempted from furnishing Security Deposit against this contract.
3. 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.
4. Designation of Officers competent to issue Supply Orders:-

- i) **Dy. Controller, Stationery(Admn).**  
ii) **Asstt. Controller, Stationery**

5. Prices: As indicated in the Schedule which will remain firm and fixed during the currency of the contract.
6. Period covered by the Contract: From 03-11-2010 to 31-03-2011.
7. Date of Delivery: As stipulated in the respective supply orders to be issued against this A/T.
8. Terms of Delivery: Free Delivery in RSD, Chennai & RSD Mumbai.
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 authorized representative.  
(b) Place at which stores are to be: At your Factory Premises at E-45/12, Phase- tendered for inspection. II, Okhala Industrial Area, New Delhi-110020.
10. Specification: The stores shall conform to the prescribed specification as given in the Schedule to the Invitation to Tender **No.I-11015/ J-1(vi) & J-1(vii)/2010-C&P dated 17-08-2010**. This has been certified by you in your letter dated 31-08-2010.
11. Conditions of Contract: As laid down in (i) the Form Invitation to Tender and Instructions to persons tendering and (ii) 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.

Yours faithfully,

Encl: **As stated above.**

( M. ROY )  
**ASSTT. CONTROLLER, STATIONERY(P)**  
**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 Secretary, Ministry of Urban Development, New Delhi dated 21-10-2010. The firm is registered with SSI/NSIC Ltd., Delhi with monetary limit of Rs.198 Lakhs and as such is exempted from furnishing Security Deposit against this Contract.
2. The Deputy Controller(Inspection), GISO, Kolkata-700 001.
3. The Asstt. Controller, Inspection,, Regional Stationery Depot, Netaji Nagar, New Delhi-110023.
4. Asstt. Controller, Stationery, RSD, New CGO Building, New Marine Lines, Mumbai-20.
5. Asstt. Controller, Stationery(P)-II, GISO, Kolkata-700 001.
6. Asstt. Controller, Stationery, RSD, Netaji Nagar, New Delhi-110023.
7. Asstt. Controller, Stationery, RSD, 63, College Road, Chennai-600 006.
8. Dy. Controller, Stationery(Admn), GISO, 3, Chruch Lane, Kolkata-700 001.
9. Asstt. Controller, Stationery(Supply), GISO, Kolkata-700 001.
10. Asstt. Controller, Stationery(Stores), GISO, Kolkata-700 001.
11. Financial Officer, GISO, Kolkata-700 001.
12. Dy. Secretary(PSP), Ministry of Urban Development, Nirman Bhawan, New Delhi-110108..
13. Sales Tax Officer, Govt. of NCT of Delhi, Office of the Sales Tax Department, Ward No.9, Bikri Kar Bhawan, I.P.Estate, New Delhi-110002
14. P.A. to Controller of Stationery, GISO, Kolkata-1. (15) Purchase Br.-III (16) Progress Sec.
17. Central Stock (18) Tender File (19) Guard File (20) Hindi Cell.

***ASST. CONTROLLER, STATIONERY(P).***

**SCHEDULE TO THE RUNNING CONTRACT.**

1	RUNNING CONTRACT NO.	I-11016/J-1(vi) & J-1(vii)/12/2010-C&P DATED: 03-11-2010.
2	NAME OF THE FIRM	M/s.Ashoka Paper Products, 408, Essel House, 4 <sup>th</sup> floor, 10, Asaf Ali Road, New Delhi-110002.
3	PERIOD COVERED BY THE CONTRACT	FROM 03-11-2010 TO 31-03-2011
4	FIRM'S TENDER FORWARDED WITH LETTER	LETTER DATED 31-08-2010.

5. **STORES:****SCHEDULE**

Group No. on Invitation to Tender & Vocab No.	Description of Stores	Quantity for supply during the period from 03-11-2010 to 31-03-2011	Quality	Unit	Accepted Rates FREE DELIVERY IN	
					RSD Chennai	RSD, Mumbai
SOJ-1(VII) FO67	Note Sheet Block Azurelaid 75 GSM 21 cms. x 29.7 cms.	20,000 Nos. (Twenty thousand nos. only) + 25%	As per BIS/GISO Specification No.IS:1848-1991 as amended upto date.	Per 1000 Nos.	Rs.27,900/- (Rupees Twenty-seven thousand nine hundred only).	Rs.27,000/- (Rupees Twenty-seven thousand only)

**N. B.:-**

- The above rates are inclusive of all taxes & duties, VAT @ 5%.
- Packing and Marking of supplies as specified in the "Invitation to Tender" should be strictly adhered to. Description of stores and its actual quantity should invariably be indicated on each package, big or small.
- Octroi Exemption Certificate will be provided, if required.
- Notification of despatch/delivery of stores in regard to each and every consignment shall be made immediately to the Consignee and the Deputy Controller, Stationery(Admn), GISO, 3, Church Lane, Kolkata-700 001.
- No deviation from the laid down specification will be accepted.
- 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.
- 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, Stationery(Admn), GISO, 3, Church Lane, Kolkata-700 001 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.
- Total Value : **Rs.05,50,800/-** (Rupees Five lakhs Fifty thousand eight hundred only) + 25%

**ASST. CONTROLLER, STATIONERY(P).**

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

**Running Contract No.I-11016/J-1(vi) & J-1(vii)/11/2010-C&P**

**Dated: 03-11-2010**

**To  
M/s. Goyal Stationers  
433, Gali Robin Cinema  
Old Subzi Mandi  
Delhi-110007.**

**Sub: *Running Contract for Note Sheet Block Azurelaid during the period from 03-11-2010 to 31-03-2011.***

**Ref: *Your tender forwarded with letter dated 01-09-2010 against this office Invitation to Tender No.I-11015/J-1(vi)& J-1(vii)/2010-C&P dated 17-08-2010 and this office letter dated 14-09-2010.*** .....

**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. As the firm is registered with NSIC Ltd., New Delhi upto the monetary limit of Rs.257 Lakhs(Rupees Two hundred fifty-seven lakhs only) and as such you are exempted from furnishing Security Deposit against this contract.
3. 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.
4. Designation of Officers competent to issue Supply Orders:-
  - iii) **Dy. Controller, Stationery(Admn).**
  - iv) **Asstt. Controller, Stationery**
5. Prices: As indicated in the Schedule which will remain firm and fixed during the currency of the contract.

6. Period covered by the Contract: From 03-11-2010 to 31-03-2011.
7. Date of Delivery: As stipulated in the respective supply orders to be issued against this A/T.
8. Terms of Delivery: Free Delivery in GISO, Kolkata and RSD, New Delhi.
9. Inspection:
  - (c) By the Deputy Controller(Inspection), Govt. of India Stationery Office, Ministry of Urban Development, 3, Church Lane, Kolkata-700 001 or his authorized representative.
  - (d) Place at which stores are to be: At your Factory Premises at B-36/9, G.T.Karnal Tendered for inspection Road, Industrial Area, Delhi-33
10. Specification: The stores shall conform to the prescribed specification as given in the Schedule to the Invitation to Tender **No.I-11015/ J-1(vi) & J-1(vii)/2010-C&P dated 17-08-2010**. This has been certified by you in your letter dated 01-09-2010.
11. Conditions of Contract: As laid down in (i) the Form Invitation to Tender and Instructions to persons tendering and (ii) 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.

Yours faithfully,

Encl: **As stated above.**

**( M. ROY )**  
**ASSTT. CONTROLLER, STATIONERY(P)**  
**FOR CONTROLLER OF STATIONERY.**  
**FOR AND ON BEHALF OF THE PRESIDENT OF INDIA.**

Copy to:-

15. 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 Secretary, Ministry of Urban Development, New Delhi dated 21-10-2010. The firm is registered with SSI/NSIC Ltd., Delhi with monetary limit of Rs.257 Lakhs.& as such is exempted from furnishing Security Deposit against this Contract.
16. The Deputy Controller(Inspection), GISO, Kolkata-700 001.
17. The Asstt. Controller, Inspection,, Regional Stationery Depot, Netaji Nagar, New Delhi-110023.
18. Asstt. Controller, Stationery, RSD, New CGO Building, New Marine Lines, Mumbai-20.
19. Asstt. Controller, Stationery(P)-II, GISO, Kolkata-700 001.
20. Asstt. Controller, Stationery, RSD, Netaji Nagar, New Delhi-110023.
21. Asstt. Controller, Stationery, RSD, 63, College Road, Chennai-600 006.
22. Dy. Controller, Stationery(Admn), GISO, 3, Chruch Lane, Kolkata-700 001.
23. Asstt. Controller, Stationery(Supply), GISO, Kolkata-700 001.
24. Asstt. Controller, Stationery(Stores), GISO, Kolkata-700 001.
25. Financial Officer, GISO, Kolkata-700 001.
26. Dy. Secretary(PSP), Ministry of Urban Development, Nirman Bhawan, New Delhi-110108..
27. Sales Tax Officer, Office of the Value Added Tax Officer, Ward No.40, Department of Trade and Taxes, Vyapar Bhawan, New Delhi.
28. P.A. to Controller of Stationery, GISO, Kolkata-1. (15) Purchase Br.-III (16) Progress Sec.
17. Central Stock (18) Tender File (19) Guard File (20) Hindi Cell.

***ASSTT. CONTROLLER, STATIONERY(P).***

**SCHEDULE TO THE RUNNING CONTRACT.**

1	RUNNING CONTRACT NO.	J-11016/J-1(vi) & J-1(vii)/11/2010-C&P DATED: 03-11-2010.
2	NAME OF THE FIRM	M/s. Goyal Stationers, 433, Gali Robin Cinema, Old Subzi Mandi, Delhi-110007.
3	PERIOD COVERED BY THE CONTRACT	FROM 03-11-2010 TO 31-03-2011
4	FIRM'S TENDER FORWARDED WITH LETTER	LETTER DATED 01-09-2010.

5. **STORES:****SCHEDULE**

Group No. on Invitation to Tender & Vocab No.	Description of Stores	Quantity for supply during the period from 03-11-2010 to 31-03-2011	Quality	Unit	Accepted Rates FREE DELIVERY IN	
					GISO, Kolkata	RSD, New Delhi
SOJ-1(VII) FO67	Note Sheet Block Azurelaid 75 GSM 21 cms. x 29.7 cms.	1,30,000 Nos. (One Lakh Thirty thousand nos. only) + 25%	As per BIS/GISO Specification No.IS:1848-1991 as amended upto date.	Per 1000 Nos.	Rs.25,700/- (Rupees Twenty-five thousand seven hundred only).	Rs.24,480/- (Rupees Twenty-four thousand four hundred eighty only)

**N. B.:-**

9. **The above rates are inclusive of all taxes & duties.**

10. Packing and Marking of supplies as specified in the "Invitation to Tender" should be strictly adhered to. Description of stores and its actual quantity should invariably be indicated on each package, big or small.

11. Way Bill will be provided, if required.

12. Notification of despatch/delivery of stores in regard to each and every consignment shall be made immediately to the Consignee and the Deputy Controller, Stationery(Admn), GISO, 3, Church Lane, Kolkata-700 001.

13. No deviation from the laid down specification will be accepted.

14. 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.

15. 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, Stationery(Admn), GISO, 3, Church Lane, Kolkata-700 001 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.

16. Total Value : **Rs.32,55,600/-** (Rupees thirty-two lakhs Fifty-five thousand six hundred only)  
+ 25%

**ASSTT. CONTROLLER, STATIONERY(P).**



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

**RATE COMPILATION SHEET FOR THE ITEM OF NOTE SHEET BLOCK AZURELAID – (21cms. X 29.7cms.)(75 GSM)  
(GROUP NO. SOJ-1(vii) & VOCAB NO. F-067)**

**ESTIMATED REQUIREMENTS : 1,50,000 Nos.**  
**NO. OF FIRMS TENDERED : 6(Six) Nos.**  
**DATE OF OPENING OF TECH. BID : 09.09.2010**  
**NO. OF FIRMS TECHNICALLY QUALIFIED : 5(Five) Nos.**  
**DATE OF OPENING OF PRICE BID : 21.09.2010**  
**OFFER VALID UPTO : 30.11.2010**

**TENDER YEAR : 2010-2011**

**ESTIMATED ZONAL REQUIREMENTS:**

**GISO, KOLKATA : 60,000 Nos.**

**RSD, NEW DELHI : 70,000 Nos.**

**RSD, CHENNAI : 12,000 Nos.**

**RSD, MUMBAI : 8,000 Nos.**

Sl. No.	Tender No.	Name of Firm	Rates for Free Delivery in							
			GISO, KOLKATA	RSD, NEW DELHI	RSD, CHENNAI	RSD, MUMBAI	Kendriya Bhandar, Kolkata	Kendriya Bhandar, New Delhi	Kendriya Bhandar, Chennai	Kendriya Bhandar, Mumbai
1.	T-6	M/s Goyal Stationers, Delhi	Rs.25,700.00 per 1000 Nos. Inclusive of VAT/CST @ 5% extra	Rs.24,480.00 per 1000 Nos. Inclusive of VAT/CST @ 5% extra						
2.	T-5	M/s Ashoka Paper Products, New Delhi	Rs.26,000.00 per 1000 Nos. Inclusive of VAT/CST @ 5%	Rs. 24,600.00 per 1000 Nos. Inclusive of VAT/CST @ 5%	Rs.27,900.00 per 1000 Nos. Inclusive of VAT/CST @ 5%	Rs.27,000.00 per 1000 Nos. Inclusive of VAT/CST @ 5%	-----	-----	Rs.46.66 each i.e. Rs.46,660/- per 1000 Nos.VAT @ 4% extra	Rs.42/- each i.e. Rs.42,000/- per 1000 Nos. VAT @ 5% extra
3.	T-4	M/s Lahoti Associates, Aurangabad	Rs.29,990.00 per 1000 Nos. VAT/CST @ 5% extra	Rs. 29,990.00 per 1000 Nos. VAT/CST @ 5% extra	Rs. 31,190.00 per 1000 Nos. VAT/CST @ 5% extra	Rs. 30,900.00 per 1000 Nos. VAT/CST @ 5% extra				
4.	T-3	M/s Pravin Paper	Rs.41,000.00	Rs.41,000.00	Rs.41,000.00	Rs.41,000.00				

		Products, Lucknow	per 1000 Nos. VAT/CST @ 5% extra	per 1000 Nos. VAT/CST @ 5% extra	per 1000 Nos. VAT/CST @ 5% extra	per 1000 Nos. VAT/CST @ 5% extra				
5.	T-2	M/s P. Kumar & Company, Lucknow	Rs.51,000.00 per 1000 Nos. VAT/CST @ 5% extra	Rs.51,000.00 per 1000 Nos. VAT/CST @ 5% extra	Rs.51,000.00 per 1000 Nos. VAT/CST @ 5% extra	Rs.51,000.00 per 1000 Nos. VAT/CST @ 5% extra				

GI SO (HAPPY DIWALI)