

Notice

उद्योग बन्धु
आई.एस.ओ.प्रमाणित निवेश प्रोत्साहन हेतु एक अभिकरण
निविदा

कम्प्यूटर स्टेशनरी व कार्यालय स्टेशनरी संबंधित सामग्री की वार्षिक आपूर्ति हेतु न्यूनतम दरे मुहरबंद लिफाफे में कार्यालय पते पर दिनांक 05.3.2013 को अपरान्ह 1.00 बजे तक आमंत्रित हैं। निविदा उसी दिन अपराहन 2 बजे खोली जायेगी। निविदा प्रपत्र व अन्य सूचना रू.300/-जमा कर कार्यालय से प्राप्त किये जा सकते है।

उद्योग बन्धु
12-सी, माल एवेन्यू लखनऊ
फोन:0522-2237582-83
वेबसाइट : www.udyogbandhu.com
ईमेल : info@udyogbandhu.com

Tender: Stationary/ Computer Consumables 2013-14

Tender-Form

UDYOG BANDHU
12-C, MALL AVENUE,
Lucknow-226 001

SUBJECT : Tender for the Office-Stationary/Computer-Consumables.

Dear Sir(s),

With reference to your tender notice, published in the Lucknow Edition of "Danik Jagran & Hindustan" on February -----, we express our interest in supply of Office-Stationary/Computer-Consumables to 'Udyog Bandhu'. We are enclosing here with required information / documents as under :-

I. Sealed envelop super scribed "Bidders Details" containing the following:

- ✓ Name, address and phone nos. of our firm / Company :-
- ✓ Constitution of the Firm / Company :-
- ✓ Year of setting up the Firm / Company :-
- ✓ Name and address of promoters / Partners / Directors :-
- ✓ Name of Government customers :-
- ✓ Photocopy of Commercial Tax registration certificates :-
- ✓ Photocopy of PAN :-
- ✓ Annual turn-over for the last financial year more than Rs. 20 lacs (Twenty lac). Year turnover Rs. lacs.
- ✓ Bank-Draft of Rs.10,000/(Rupees Ten Thousand) only drawn in favor of "Udyog Bandhu, Lucknow" towards Earnest-Money and original receipt Rs.300/-(Three Hundred) or DD of Rs. 300/- (Three Hundred) in case of tender form downloaded from web site, towards cost of tender.--

II. Sealed envelop Superscript "Financial Bid for Stationary / Computer Consumables – 2013-14" containing the rates quoted by us for each of the listed items. The rates quoted have been mentioned in figures as well as in words.

We also understand / agree / undertake, as below :

1. The envelop Superscript "Financial Bid for Stationary / Computer Consumables – 2013-14" would be eligible to be open only if the conditions of Trade-Tax Registration and stipulated Annual Turnover should not less than 20 Lacs.

2. All Rates are inclusive of all taxes & charges etc. and shall be valid for the period up to 31.03.2013 from the date of finalization of Tender" by 'Udyog Bandhu'. The supplies as requisitioned by 'Udyog Bandhu' from time to time would be delivered at the Office of 'Udyog Bandhu', within 24 hours.

3. In case our tender is approved, the bank-draft of Earnest-Money, being deposited will be returned only after the satisfactory performance i.e. after 31.03.2013. However, no interest shall be payable to us, thereon. In case our performance is not found satisfactory by 'Udyog Bandhu', the Earnest-Money would be liable to be forfeited.

4. Rates are being quoted on the prescribed format contained in the "Tender Form" purchased from 'Udyog Bandhu'.

5. In the event of our tender being declared unsuccessful, the earnest-money will be returned to us within 30 days from the date of finalization of tender. However, no interest shall be payable to us thereon.

6. Decision of "Udyog Bandhu" in respect of tender would be final & binding on us and it shall not be challengeable by us, in any-manner.

7. After the approval of our tender, if the concern fails to supply items(s) of the same brand for which we have quoted the rates, it would be bound to supply all those items of equal quality/brand, as approved by 'Udyog Bandhu' at the originally quoted rates.

8. 'Udyog Bandhu' reserves the right to cancel, any-one or all the Tenders, without assigning any reason.

Signatory's Full Name & Designation : _____

NAME OF THE CONCERN(in Block Letters): _____

Complete Address of the Concern : _____

Contact Person's Name & Designation in the firm:-----

Phone /Fax Nos:------(Office)

Phone/Fax Nos:------(Resi.)

Mobile Nos:------(User's Name)

ENCLOSURES:Two duly-sealed envelops with contents as mentioned above.

Dated :-----

(Signature, with stamp)

STATIONARY ITEMS

<u>SL</u>	<u>Name of the Item</u>	<u>Description</u>	<u>Quantity For Rates</u>			
1.	Photo Copy Paper(A-4,Size)					
		J.K.(Red Packaging)	Per Rim			
		Bill (Blue Packaging)	Per Rim			
2.	Photo-Copy Paper(A3-size)					
		J.K.(Red Packaging)	Per Rim			
		Bill (Blue Packaging)	Per Rim			
3.	Ball Pen	Raynolds	Pkt of 10			
4.	Pen-Refills	Raynolds	Pkt of 10			
5.	Pilot-Pens	Pilot	Pkt of 10			
6..	Pen B-5	Pen B-5	Each			
7.	Add-Gel Pen	Different Col.	Pkt of 10			
8.	Add Gel Refil	Different Col.	Pkt of 10			
9.	Sketch Pen	Mix.Col.	Pkt of 10			
10.	High Lighte	Different Col.	Pkt of 05			
11.	H.B.Pencil	Kohinoor/Natraj	Pkt of 10			
12.	Short Hand pencil.	Kohinoor/Natraj	Pkt of 10			
13.	Short Hand Copy	VIP-200 Pages	Pkt of 10			
14.	Jems Clips	Ashoka	Pkt of 10			
15.	All Pins	Ashoka 100 gsm	Each			
16.	Staples (No.10)	Kangaroo/Kores	Per Pkt.			
17.	Staples(No.24/6)	Kangaroo/Kores	Per Pkt.			
18.	White-Fluide'With Dil'	Kores	Per Dozen			
19.	Fax Rolls(30 mtr.)	Modi	Per Roll			
20.	Plain Envelops (9" x 4")	Taj Mahal	Per Thousand			

SL	Name of the Items					
21.	Window En.(9"x4")	Taj Mahal	Per Thousand			
22.	Brown Paper envelop(A-4 size)	Without Cloth	Per Hundred			
23.	Brown Paper Envelop(A-4 size)	With Cloth	Per Hundred			
24.	Brown Paper Envelop(File size)	With Cloth	Per Hundred			
25.	Brown Paper Envelop(File size)	Without Cloth	Per Hundred			
26.	Peon-Book	Ordinary Paper	Each			
27.	Log Book	Ordinary Paper	Each			
28.	File Board	With Blue-C/Mounted	Each			
29.	Transparency Sheets	125,150,175,200,225 &250 Micron	Pkt of 50			
30.	Supporting Seets	Only White Col.	Per 100			
31.	Binding Comb	8,10,12,14,16 &18	Per 100			
32.	Bind Strip	Blue & Black Col.	Per 100			
33.	Stapler	Large Size	Each			
34.	Stapler	Medium Size	Each			
35.	Stapler	Small Size	Each			
36.	Gum-Stick	Big Size	Each			
37.	Gum-Stick	Small Size	Each			
38.	Punching Machine	Small/Medium& Large Size	Each			
39.	Knife	P.Cutter	Each			
40.	Cello Tap	Small/Medium/Large Size	Each			
41.	Brown Tap	Small/Medium& Large Size	Each			
42.	Plastic Folder	As a Sample	Each			
43.	Plastic Folder White Col.A/4 Size	As a Sample	Each			
44.	Post It	Small Different Col.	Each			
45.	Post it	Medium Different Col.	Each			
46.	Post It	Big Different Col.	Each			

COMPUTER CONSUMABLES

Sl.N.	Toner/Cartridge(Each Piece)					
1.	Samsung- ML-2010					
2.	HP-49-A CAR.					
3.	49-A, Toner					
4.	Cartridge for Leser JET 1710					
5.	HP-Color Laseserjet CP-1515 N CB-540, CB-541, CB-542, CB-543					
6.	HP Laser Jet-36 -A					
7.	CD RW Box of 10) - Moser bear					
8.	CD RW- Box of 50) - Moser bear					
9.	CD RW Box of 100 - Moser bear					
10.	CD Envelops					
11.	CD Mailler					
12.	DVD Box of 10 - Moser bear					
13.	DVD Box of 50 - Moser bear					
14.	DVD Box of 100 - Moser bear					
15.	HP 05-A Toner					
16.	HP 27-A					
17.	H.P.Toner 12-A					
18.	HP-1825-A					
19.	Scroll Mouse & Optical					

SL.	Toner/Cartridge(Each Piece)					
20.	HP-Colour LaserJet1600 Q-6000A, Q-6002A, Q-6001A, Q-6003A					
21.	External HDD 250 GB ,500 GB & 1-TB					
22.	Samsung ML-1610 TONER-1610					
23.	M-1522 NF, TONER N.36A					
24.	HP LJ P 1008 TONER 88A-Toner					
25.	Pen Drive 2 GB					
26.	Pen Drive 4 GB					
27.	Pen Drive 8 GB					
28.	Pen Drive 16 GB					
29.	Pen Drive 32 GB					
30.	HP-Office Jet 5610 All in One 22-Col. 56-Black, 57-Col., 58- Cart Photo smart					
31.	HP-28 A-Cartridge					