

**OFFICE OF THE SPL. DIRECTOR GENERAL OF POLICE, C.I.D,  
ASSAM:::ULUBARI:::GUWAHATI**

**NOTICE INVITING TENDER**

Sealed Tenders affixing Court fee Stamp of Rs.8.25 (Rupees eight and paise twenty five) only are hereby invited from the local intending tenderers / firms/reputed suppliers for supply of Stationery Articles (as per list enclosed) to the Office of the Spl. Director General of Police, CID, Assam, Ulubari, Guwahati for the year 2018-19. Tenders will be received up to 2 P.M. on 18/04/2018 and will be opened on the same day at 3.30 P.M. in presence of the tenderers of their authorized representatives.

**Terms and Conditions:**

1. The tenders must be sealed and the sealed envelopes containing the tender should be superscribed as “Tender for supply of Stationery Articles for C.I.D, Hqrs. Assam, Guwahati.”
2. Each and every tenderers must furnish court fees of Rs.8.25 (Rupees eight and paise twenty five) only without which the Tender will stand reject.
3. Each and every tenderer must furnish earnest money of Rs.5000 (Rupees five thousand) only in the shape of National Saving certificate/ Banker Cheque/ Kishan Vikash Patra/ Demand Draft/ DCR/FDR pledged in favour of the Superintendent of Police, C.I.D, Assam, Guwahati.
4. The earnest money in respect of any individual tenderer belonging to the SC and ST will be 50% of the amount specified at (3) above. Each individual tenderer belonging to SC/ST must furnish attested copy of their caste certificate duly issued by the competent authority along with their tenders.
5. Firms/Establishment/Units registered under the Assam Preferential Store Purchase Act, 1989 are exempted from depositing earnest money provided they quote rates in respect of items manufactured by them duly authorized under the aforesaid rules. In such cases they will have to furnish attested copy of such Registration Certificate issued by the Director of Industries with the Tender.
6. GST Registration is mandatory. A copy of GST Registration must be accompanied with the documents.
7. The rates must be written legibly both in figures and in words with clear indication of quantum (i.e each/dozen/box/pkt/unit etc) of it contents etc of which the rates stand for.
8. In no case eraser should be used in the Tender. If any correction has to be made just above the strike off line, the same must be attested by dated signature of the tenderer below the strike off line.
9. While quoting the rates, the tenderer must mention the brand, make and quality of the articles for which the rates quoted stand for.
10. The rates should be FOR destination. The rates should be quoted exclusive of GST.
11. The rates quoted once cannot be altered/withdrawn after submission of the Tender and will hold for 1 (one) year. No representation/appeal for enhancement of the rates on ground of rise of price or any other reason whatsoever will be entertained.

12. The earnest money of the un-successful tenderers will be immediately refunded after finalization of tenders. However, the earnest money of successful tenderer will be retained as security deposit for due performance of supplies.
13. The selected tenderes (s) will have to supply the articles as and when indented. The articles supplied must be best quality or genuine make and must conform to the specification of brand as quoted.
14. If any articles is found to be of inferior quality the same will be rejected out-right and will be replaced at the risk and responsibility of the tenderer. In event of failure of the approved supplier to deliver the articles in time or to replace the rejected articles with genuine ones within stipulated time, the department will be at liberty to obtain the articles through other agency in which case the extra expenditure that may have to be incurred by the department must be made good by the approved suppliers either by way of deduction from the bill or from the earnest money deposited by the tenders.
15. The tenderers will be required to produce samples as and when called for. The SP, CID on behalf of SDGP, CID, Assam, Guwahati reserves the right to reject any or all the tenders without assigning any reason thereof. The undersigned does not bind himself to accept the lowest rates quoted by the tenderers.

All the documents submitted along with the tenderers will have to be self attested.

The sealed firms/ suppliers will have to execute a deed of agreement immediately with the undersigned before supply is made and to furnish their PAN issued by the Income Tax Department.

Sd/-  
Superintendent of Police, CID,  
Assam, Ulubari, Guwahati.

No.E/VII/1-02/CID/1147  
Copy forwarded to:-

Dated Ulubari, the 15th March, 2018

1. The Asstt. Inspector General of Police, (A), Assam, Guwahati for favour of kind information.
2. The Superintendent of Police, SB /Trg/ Border/ BIEO/ C.M Vigilance/ SRP , Dy. Commissioner of Police(A) City, Guwahati for favour of information.
3. The CPRO, Assam Police Headquarters, Ulubari, Guwahati for information and necessary action. He is requested to publish the NIT in atleast 2(two) local leading News Papers.
4. The Addl. Superintendent of Police, (C), Assam Police Headquarters, Ulubari, Guwahati for information and necessary action. He is requested to upload the NIT in the Official website
5. All Intending firms of Greater Guwahati for necessary action
6. The H/A Acctt. CID, Assam, Ulubari, Guwahati for information.
7. Notice Board of CID, Hqrs Assam, Guwahati for wide circulation .

Sd/-  
Superintendent of Police, CID,  
Assam, Ulubari, Guwahati.

**List of Stationery/Misc. Articles for the year 2018-2019.**

<b>Sl. No.</b>	<b>Name of Items</b>	<b>Size</b>	<b>Quality</b>	<b>Quantity</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1	Acid Cleaner	500 ml	Best quality	Per bottle
2	All Out Complete Set/Goodnight set		All Out	Per Set
3	All-Out Liquid Bottle/Goodnight Liquid	---	All Out	Per bottle
4	Alpin	100 gm	Zebra	Per pkt
5	Arjulaid Paper	8.6 kgs	HPC	500 sheets
6	Auto Clip File	FS Size	Best quality	Per unit
7	Ball Pen	---	Best Quality	Per Unit
8	Bamboo Jharu	---	Best Quality	Per Unit
9	Bamboo(Bhaluka)	---	--	Per unit
10	Bathroom Brush		Best Quality	Per unit
11	Baygon Spray	1 ltr	Baygon	Per bottle
12	Biding Register Rolling	10 No	Best quality	Per unit
13	Bill Copy Register (DFC Paper)	---	Best quality	Per 100 Pages
14	Bill Copy Register (Arjulaid paper Rolling)	---	Best quality	Per 100 Pages
15	Binding Register	40 nos		Per unit
16	Binding Register	30 No	Best Quality	Per Unit
17	Binding Register(Rolling)	Size -20	---	Per Unit
18	Black Tap	---	Best Quality	Per piece
19	Bleaching Powder	1/2 kg	Best Quality	Per pkt
20	Bodkin (Bindhana)	Plastic handle	Best Quality	Per unit
21	Bowl Set		Bon China	Per Set
22	Brasso Polish	500 ml	Best quality	Per unit
23	Brown Tape	4 Inch	Best quality	Per unit
24	Bucket (Plastic)	---	Best Quality	Per ltr
25	Bucket (Tin)	--	TATA	Per ltr
26	Calulator Machine	(10/12 digit)	Best Quality	Per unit
27	CalulatorMachine	12 Digit	Casio	Per piece
28	Candle Stick	Medium	Best quality	Per pkt
29	Car Flag	--	Cotton	Per unit
30	Car Scent (Box Type)	---	Best Quality	Per bottle
31	Car Scent Bottle	--	Best quality	Per bottle
32	Car Towel	Big	Best Quality	Per No.
33	Cash Book Register	300 pages	Best Quality	Per unit
34	Cash Book Register	500 Pages	Best quality	Per unit
35	Ceiling Wax	150 gms	Best quality	Per Pkt
36	Cello Tape	1 inch	Best Quality	Per unit
37	Cello Tape	2 inch	Best Quality	Per unit
38	Cello Tape	4 inch	Best Quality	Per unit
39	Chair Cushion	--	Kurlon	Per unit
40	Chitranala	100 gm	Best Quality	Per unit
41	Clip File		Best Quality	Per unit

42	Coconut Jharu	---	Best Quality	Per unit
43	Colin Spray	Big	Best Quality	Per bottle
44	Comb	Big	Best Quality	Per unit
45	Correcting Fluid(white)	---	Kores	Per bottle
46	Cotton Roll	200 gm	Best Quality	Per unit
47	Cotton Rope (for Flag)	--	Best Quality	Per Roll
48	Cotton Tag	--	Best Quality	Per Pkt(15 Bundle)
49	Cup-Plate	---	Born China	Per set
50	Curtain Cloth		Best Quality	Per Mtr
51	Dau	Big	Best Quality	Per unit
52	Delta Fog (Fogging Machine liquid)	1 ltrs	Best Quality	Per Ltr
53	Demy Paper	7.4 kg	HPC	500 shts(ream)
54	Desh Board Car perfume	---	Best quality	Per unit
55	Dettol	500 ml	Dettol	Per bottle
56	Dettol Hand Wash	--	Best Quality	Per unit
57	Dettol Hand Wash Refill		Best quality	Per Unit
58	Dettol Soap	--	Best Quality	Per Unit
59	DFC Paper	7.4 kgs	HPC	500 sheets pkt
60	Dish (Plate) Big		BonChina	Per unit
61	Dish (Plate) Small		BonChina	Per unit
62	Dog Chain(iron)	--	Best Quality	Per unit
63	Dog neck color(rubber)	--	Best Quality	Per unit
64	Dog neck color(rubber)	--	Best Quality	Per unit
65	Dog side leased	--	Best Quality	Per unit
66	Door Mat	Big(3x3)	Best Quality	Per unit
67	Double Demy Paper	18.6 kg	HPC	500 shts(ream)
68	Dove soap	--	Dove	Per unit
69	Drawing Paper	--	Best Quality	Per sheet
70	Drinking Glass	Standard Size	Milton	Per unit
71	Duplicating Ink	4 gms	Kores	Per unit
72	Duplicating paper	--	Supreme/HPC	500 sheets pkt
73	Duster	---	Best Quality	Per Unit
74	Envelope(Manila)	11 x 5	Best Quality	500 nos
75	Envelope(Manila)	10x4 1/2	Best Quality	500 Nos
76	Eraser (Rubber)	--	Best quality	Per Unit
77	Fax paper(30 mtrs)	210 x 216 mm	Desmat	Per Roll
78	Fevicol	--	Best Quality	Per Ltr
79	File Board	--	Best Quality	Per 100 Nos
80	File Cover	---	Best Quality	Per 100 nos
81	File Envelope with clothing paper	File Size	Best Quality	Per 100 Nos
82	File Envelope(Lamination)	File Size	Best Quality	Per 100 Nos
83	File Tray(Plastic)	--	Best Quality	Per Unit
84	Finit	1 ltr	Finit	Per Tin
85	Flag Ring	--	Best Quality	Per unit
86	Floor Mop	--	Best Quality	Per unit

87	Floor Wipper	--	Best Quality	Per unit
88	Flower Pot	Medium	Best quality	Per Unit
89	Flower Pot	Big Size	Best quality	Per unit
90	Fooging Machine Liquid	--	Best quality	Per Ltr
91	Foot Mat	--	Best quality	Per No
92	Four folder file	F/S	Best quality	Per unit
93	Four Folder File	--	Best Quality	Per Unit
94	Garden Shears		Best quality	Per unit
95	Gems Clip(Plastic)	--	Best Quality	Per Pkt
96	Glue stick	15 gm	Kores	Per unit
97	Goodnight coil	Medium	Goodnight	Per okt
98	Grease	---	Best Quality	Per kg
99	Gum Liquid	700 ml	Kores	Per bottle
100	Gum liquid Paste	60 ml	Plastic	Per Unit
101	Hand Gloves(Surgical)	--	Best Quality	Per Pair
102	Hard Paper Cover	Big	Best Quality	Per 100 sheets
103	Harness( for dog)	---	Best Quality	Per unit
104	Harpic	500 ml	---	Per bottle
105	Harpic Flashmatic	--	Best Quality	Per Unit
106	High Lighter Pen	---	Kores	Per unit
107	Hit Spray	Big	---	Per unit
108	Iron Khunti		Best Quality	Per unit
109	Jug(Steel)	Big	Best Quality	Per Unit
110	Lamination Envelope	11x5	Best Quality	Per 100 Nos
111	Leather Binding Register Rolling	--	Best Quality	Per 100 Pages
112	Lizol	500 ML	Lizol	Per bottle
113	Lock & Key	35 mm	Best Quality	Per unit
114	Lock & Key	47 mm	Best Quality	Per unit
115	Lux Soap	---	Lux	Per piece
116	Magnetic Duster	--	Best Quality	Per Unit
117	Marker Pen (Permanent)	--	Best Quality	Per unit
118	Marker Pen (Temporary	---	Best Quality	Per unit
119	Markin cloth	---	Best Quality	Per mtr
120	Mask (Surgical)		Best quality	Per unit
121	Mosquito Coil		Best Quality	Per Unit
122	Mug(plastic)	Medium	Best Quality	Per unit
123	Mug(Steel)	--	Best quality	Per Unit
124	National Flag	Big (6x4)	Best Quality	Per unit
125	National Flag (3x2)	Small	Best Quality	Per Unit
126	Neem soap (for dog)	---	Neem	Per piece
127	Neptholin	Big	Best Quality	Per pkt
128	Odonil	Big	---	Per unit
129	Pears soap	Big	---	Per unit
130	Pen VIP		Best Quality	Per Unit
131	Pencil Battery	---	Best Quality	Per unit
132	Phenol	500 ml	Bengal	Per bottle

133	Phenyl	5 ltrs	Best Quality	Per Tin/Galon
134	Phool Jharu	--	Best Quality	Per unit
135	Pilot Hi-Tecpoint Pen	---	---	Per unit
136	Pin Box (Magnetic)	--	Best Quality	Per unit
137	Plaster Parish	--	Best Quality	Per Kg
138	Plastic Bucket	--	Best Quality	Per Ltr
139	Plastic Envelope	A4 size	Best Quality	Per Doz
140	Plastic L Folder	A4 size	Best Quality	Per unit
141	Plastic L Folder	F/S size	Best Quality	Per unit
142	Plastic Refill	Long	Best Quality	Per pkt
143	Plastic Refill Pointed	Long	Best Quality	Per Pkt
144	Plastic Scale	--	Best Quality	Per Unit
145	Police Unit Flag	Big (6x4)	Best quality	Per Unit
146	Police Unit Flag	Small (3x2)	Best Quality	Per unit
147	Rexin cloth	--	Best Quality	Per mtr
148	Rin bar soap	Big	---	Per unit
149	Room freshener	--	Rajanigandha/Rose	Per Unit
150	Scissor	(Big)	Best quality	Per unit
151	Scissor	(Medium)	Best quality	Per unit
152	Scissor	(Small)	Best quality	Per unit
153	Scotch Brite(Scrub Pad)	---	Best Quality	Per Unit
154	Scrabbling pad	Small size	Neelgagon	Per Unit
155	Scrabling Pad	Big Size	Neelgagon	Per unit
156	Sketch pen	---	---	Per Unit
157	Spencer	Medium	Best Quality	Per pkt
158	Spirit	100 ml	Best quality	Per bottle
159	Stamp pad	---	Kores	Per Unit
160	Stamp pad ink	---	---	Per Unit
161	Staple machine	10 nos	Kangaru	Per Unit
162	Staple Machine	24x6	Kores/ Kangaroo	Per Unit
163	Staple pin	Small size	Best Quality	Per pkt
164	Staple Pin	Big	Kangaru	Per Pkt
165	Steel Trunk	<u>32" x 17" x 11"</u> 36" x 19"x13"	Best Quality	Per Unit
166	Steel Trunk	30x60x10	Best Quality	Per unit
167	Steel Water filter with 2(two) candles)	20 ltrs	Best quality	Per unit
168	Stick File		Best Quality	Per unit
169	Sticky Pad	76mm X 76mm	Best Quality	Per Pkt
170	Sticky Pad	76mm X 101mm	Best Quality	Per Pkt
171	Sticky pad	25x3x75mm	Best Quality	Per Pkt
172	Surf	1KG	---	Per kg
173	Table Glass	8 mm	Best Quality	Per sq. ft
174	Toilet Paper		Best Quality	Per Roll
175	Torch Battery	Big	Best Quality	Per Unit
176	Torch light(four battery)	Big	Eveready	Per unit
177	Towel	Big	Best quality	Per Unit

178	Towel	Small	Best quality	Per Unit
179	Towel	Medium	Best quality	Per unit
180	Tracing Paper	65 x 60	Best Quality	500 sheets
181	Tracking rope	---	Best Quality	Per kg
182	Type Carbon	--	Kores	100 Sheets Pkt
183	Type paper	---	HPC	500 sheets
184	Type Paper	--	JK	500 sheets pkt
185	Vanish Liquid	--	Best Quality	Per unit
186	Vim bar soap	200 gm	---	Per unit
187	Vim powder	1 kg	---	Per pkt
188	Wall Clock		Best quality	Per unit
189	Waste Paper Basket		Best Quality	Per unit
190	Water glass	Big	VIP	Per unit
191	Wooden Pencil	--	Nataraj	Per Pkt
192	Writing Board	Big	Best quality	Per unit
193	Xerox paper	F/S	JK	500 sheets pkt
194	Xerox paper	A4 Size	JK	500 sheets pkt
195	Yellow Paper	--	Best quality	Per unit
196	Yellow Paper		Best Quality	Per Ream