



राष्ट्रीय गतिशील दिव्यांगजन संस्थान  
National Institute for Locomotor Disabilities (Divyangjan)  
(दिव्यांगजन सशक्तिकरणविभाग, सामाजिकन्यायएवंअधिकारितामंत्रालय, भारत सरकार)  
Department of Empowerment of PwDs (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India  
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REF No. TRIPURA-ACTIVITIES/2532/SER/2017/NILD/P-4

Date: 15.06.2022

Delivery required within: 21 Days after receiving the P.O.  
Last date of submission of quotation: 06.07.2022

TO

NILD NOTICE BOARD

NILD WEBSITE

SUB: LIMITED TENDER NOTICE

REF: INVITING QUOTATIONS FOR PRINTING OF STATIONERY ITEMS FOR MAIN STORE AND RCs' and CRCs,

| SL.NO | NAME OF THE ITEMS                   | PACK SIZE   | QTY       |
|-------|-------------------------------------|---|-----------|
| 1.    | Plain Envelope                      | 25 cm x 11.5cm<br>GSM-80<br>As per sample   | 500 Nos.  |
| 2.    | Window Envelope                     | 25 cm x 11.5cm<br>GSM-80<br>As per sample   | 2000 Nos. |
| 3.    | Envelope (Cloth type) for CRC-Patna | Size-A4<br>GSM-90<br>As per sample  | 150 Nos.  |
| 4.    | Envelope (Paper type) for CRC-Patna | Size-11" x 5"<br>GSM-80<br>As per sample  | 300 Nos.  |
| 5.    | Register                            | No. of pages-400 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample  | 40 Nos.   |
| 6.    | Register                            | No. of pages-250 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample  | 60 Nos.   |
| 7.    | Register                            | No. of pages-100 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample  | 50 Nos.   |
| 8.    | Register for CRC-Patna              | No. of pages-200 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample  | 30 Nos.   |
| 9.    | Register for CRC-Patna              | No. of pages-500 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample  | 10 Nos.   |
| 10.   | Cover file                          | Size- L-35 cm x W-27 cm (Along with printing)<br>Colour- Yellow<br>As per sample  | 1000 Nos. |
| 11.   | Cover file for CRC-Patna            | Size- L-35 cm x W-27 cm (Along with printing)<br>Colour- Yellow<br>As per sample  | 150 Nos.  |
| 12.   | Red card                            | Size-L-13 cm X W-19 cm<br>(Perporated in middle along length)<br>GSM-120 GSM<br>Paper- Colour Maplito paper<br>Along with printing<br>As per sample | 1000 Nos. |
| 13.   | Job Book                            | No. of pages-300 Pages( In 03 different colours)<br>GSM-65 GSM colour print and white print.  | 25 Pads   |

|     |   |  |          |
|-----|---|--|----------|
|     |   | Along with printing and good binding<br>As per sample  |          |
| 14. | Indent Book   | No. of pages- 300 Pages(in 03 different colours)<br>GSM-60 GSM<br>Along with printing and good binding<br>As per sample                                      | 20 Pads  |
| 15. | Indent Book for CRC-Tripura   | No. of pages- 300 Pages(in 03 different colours)<br>GSM-60 GSM<br>Along with printing and good binding<br>As per sample                                      | 18 Pads  |
| 16. | Plain register  | No. of pages-500 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample   | 04 Nos.  |
| 17. | Printing register   | No. of pages-500 Pages<br>Paper- 14.1 kg Conquest paper<br>As per sample   | 04 Nos.  |
| 18. | Gate Pass for CRC-Tripura   | No. of pages-300 Pages<br>( In 03 different colours)<br>GSM-65 GSM<br>colour print and white print.<br>Along with printing and good binding<br>As per sample | 10 Nos.  |
| 19. | Gate Pass for CRC-Patna   | No. of pages-300 Pages<br>( In 03 different colours)<br>GSM-65 GSM colour print and white print. Along with printing and good binding<br>As per sample       | 06 Nos.  |
| 20. | Clinical Performa for CRC-Patna                                       | Size-A-4<br>GSM-75<br>As per sample  | 9000 Nos |
| 21. | Money Receipt Book for CRC-Patna, CRC-Tripura, RC-Dehradun, RC-Aizawl | No. of pages-150 Pages<br>( In 03 different colours)<br>GSM-65 GSM colour print and white print. Along with printing and good binding<br>As per sample       | 334 Set  |

**NOTE:-**

- 1. Suppliers are requested to quote their rate as per sample.**
- 2. Copies of the samples are available in main store between 10 am to 3.00 pm from Monday to Friday (except holidays).**
- 3. Quotation will not be accepted if any firm submits their quotation without seeing the sample.**
- 4. Quotation should be proper type and each paper of the document should be signed and stamped. Rate should be given in the mentioned format as per serial no. 6 of the terms & conditions.**

## GENERAL TERMS & CONDITIONS

Tender documents can only be downloaded from the web site (www.eprocure.gov.in). The cost of tender paper amounting to Rs. 500.00 and Rs. 2000.00 have to be deposited by the tenderer directly to the bank account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata through online mode, on or before the last date of bid submission date of tender. The detail of the Bank Account of National Institute for Locomotor Disabilities (Divyangjan), Kolkata is mentioned below. The original copy of the transaction slip, duly signed by the tenderer, must be up loaded along with tender document.

### BANK ACCOUNT DETAIL OF NILD, KOLKATA FOR DEPOSITION OF TENDER COST, EARNEST MONEY

|                            |  |
|----------------------------|--|
| Name of the Account Holder | National Institute for the Orthopaedically Handicapped |
| A/c No                     | 53015297593  |
| Name of the Bank           | State Bank of India                                    |
| Name of the Branch         | NIOH Campus Kolkata                                    |
| IFSC                       | SBIN 0030468   |

1. Quote the rate according to our specification in the given format along with all relevant documents i.e. GST, Sale Tax/Income Tax, Trade License, Pan Card etc.
2. Submit the quotation for the above mentioned items in a sealed envelope, to the Purchase Section / Tender Box within **06.07.2022** between 10 am to 4 pm addressed to 'The Director, NIOH, B.T.Road, Bon-Hooghly, Kolkata – 90' with the word "PRINTING OF STATIONERY ITEMS along with NIT No. TRIPURA-ACTIVITIES/2532/SER/2017/NILD/P-4 Dated 15.06.2022 boldly super scribed on the top of the envelope.
3. Delivery period: within 21 days after issuing of P.O.
4. Any delay in supply will attract Liquidated damage as per GOI rules.
5. The bidder should provide the complete details of Bank Account like Name of the account holder, Account No., Name of the Bank and Branch, IFS code for online transaction.
6. Free delivery at NIOH Main Store. Rate should be quoted in the given format

| Sl. No | Name of the item | Specification as per our NIT | Unit Price | GST | Total of unit price |
|--------|------------------|------------------------------|------------|-----|---------------------|
|--------|------------------|------------------------------|------------|-----|---------------------|

### 7. SETTELEMENT OF DISPUTES:

All disputes or differences of any kind whatsoever arising out of or in connection with execution of this contract, whether during the progress of the supply or after their completion, shall be referred by the supplier to the Director of the Institute and the competent authority of the institute shall within reasonable time shall examine the case on its merit and on basis of any representation made in this context and notify decisions thereon in writing. The decision of the Director of the Institute shall be binding upon the supplier. If the supplier is not satisfied with the decision of the competent authority of the Institute, on any matters in question, dispute/difference to be arbitrated upon shall be the jurisdiction of the High Court at Kolkata.

The High Court of Kolkata will only be the jurisdiction to deal with and decide on any dispute whatsoever arising out of this tender.

The Director of the National Institute for Locomotor Disabilities (Divyangjan), reserves the right to reject any or all the tenders without assigning any reasons or giving any explanation thereof. No claim for damages will be entertained in this regard.

**In addition to above, all others terms & conditions will also be binding as applicable in Govt. of India Purchase Rule.**

Thanking you

Yours faithfully

Officer-In-Charge  
Material Management