

**GOVERNMENT OF ARUNACHAL PRADESH**  
**OFFICE OF THE DIRECTOR GENERAL OF POLICE**  
**ITANAGAR**

NO.PHQ(PROV)43/2009-10

Dated Itanagar, the 9<sup>th</sup> Dec' 2010

**TENDER NOTICE**

1. Director General of Police, Arunachal Pradesh, Itanagar invites sealed tenders, on plain paper for entering into rate contract for supply of stationery items during the year 2011 from manufacturers, authorized agents and dealers of reputed firms. The sealed tenders, accompanied with samples in duplicate will be received up to 1030 hrs on 28/12/2010. The tenders will be opened at 1130 hrs on the same day. Tenders or their authorized representatives may remain present at the time of the opening of the tenders.
2. All the tenders must be accompanied with Earnest money of Rs. 10,000/- (Rupees ten thousand) only. Tenders without the Earnest money will be summarily rejected see (para-4) The tenders are required TO PLEDGE National Saving Certificate (NSC)/ Kishan Vikas Patra (KVP) IN THE FORM OF earnest money/Security deposit in the name of the Head of office from which the work is being allotted to them. The NSC/KVP should be obtained by the contractors from post offices located within the state of Arunachal Pradesh only. (ref Govt. of Arunachal Pradesh Circular Memo No. DSS/ACTTS/2/99-200/907-5 Dtd. 12/11/99.
3. Successful tenders will be required to furnish Rs. 10,000/- as security money within 10 days from the date of issue of letter of acceptance of the tender. Security deposit will be subjected to forfeiture in case of non-fulfillment of any or all the terms and conditions of the contract. Earnest money of the successful tenderers will be forfeited to Govt. in case of failure to deposit security money and execution of DEED OF AGREEMENT.
4. The stores supplied must be of the same specification, weight and quality as per tendered samples. Samples to be submitted must conformity to the quality/size/weight etc. as specified in the list of articles for supply under para 11 below.
5. Rate should be quoted F.O.R. Central Stores, PHQ Itanagar Arunachal Pradesh by road transport (freight paid). Rates quoted other than F.O.R Central Stores, PHQ Itanagar shall not be accepted. The value added tax (VAT )may be charged by local Arunachal Dealers where applicable and shown separately along with tendered rate of the article.
6. The supplier should indicate the VAT tax element separately in their tender along with VAT registration number.
7. The tax (Vat/Entry) will be deducted at source from the bills by the DDO and deposited in to the Govt. account through challan.
8. Delivery of the stores will have to be completed within 15 (fifteen) days from the date of the receipt of supply order. Payment will be made to the firm directly on completion of supplies and on satisfactory receipt of stores. Violation of any provision of Deed of Agreement, the firm is liable to be blacklisted.
9. Tenders should be addressed to the undersigned by designation and not by name. The sealed envelope containing the tender should be subscribed as "Tender for supply of stationery items" for Arunachal Pradesh Police during 2011 and be sent by registered post, local tenders may, however, deposit the tenders in the box kept in the office of the undersigned.

10. The Director General of Police, Arunachal Pradesh, Itanagar reserves the right to reject the lowest or all or any of the tenders without assigning any reason thereof.

11. Tenders will remain valid up to 31-12-2011.

12. Name of the items with their description/specification are enclosed herewith.

13. All tenders must submit their samples in duplicate of which one sample will be returned as counter samples duly approved and sealed by the board. Those who are authorized dealer of any stationary items may enclose attested copy of dealership certificate and price list.

14. The tenders must also accompany with attested copy of Tax Registration Certificate with TIN and valid Sales Tax Clearance Certificate for 2009-10. Tenders from local firms of Arunachal Pradesh must accompany with valid attested Trading license issued by the competent authority. Tenders must be legible and clear in all respect else the tenders shall be liable to be rejected.

Sd/-  
Director General of Police  
Arunachal Pradesh,  
Itanagar

**STATIONERY ARTICLES**

<b>Sl. No.</b>	<b>Name of the items</b>	<b>Brand</b>
1.	File Board with cotton flap	Best quality
2.	Triplex Board for file cover thick-20 Kg Per Gross	Best quality
3.	Straw Board 32 Ozs	Straw Board
4.	White Card Sheet Wt. 10.7 kg p/grass	Best quality
5.	Colour Card Sheet Wt. 10.7 kg p/grass	Best quality
6.	Non-glossy	Tajmahal P/hundred
7.	Sunlit Bond Paper wt. 7.7kg p/ream	Sunlit Bond
8.	Ivory Card Sheet white 56X72 cm Wt. 10.8 p/hundred sheet	
9.	Craft paper Size 56X72 cm Wt. 18 kg p/ream	(Thick)
10.	DFC Paper 8.6 kg p/ream Cream wove 62 GSM 43 x 69 cm	H.P.C
11.	Duplicating paper (Kores)	Kores
12.	Type Paper JK	JK
13.	FC paper	
14.	Photo glossy paper (A4)	GL 230 A4, TRIO/Desmart
15.	JK Xerox paper FS	
16.	JK Xerox paper A4	
17.	JK Xerox paper A3	
18.	Ball Pen	Mitsubishi
19.	Refill for ball pen	Mitsubishi
20.	Pilot Pen	Luxor
21.	Pilot pen Ink	Luxor
22.	Cello maxriter pen (F)	Cello
23.	Cello maxriter refill	Cello
24.	Cello Gel Pen	Cello
25.	Cello Gel Refill	Cello
26.	Add Gel Pen PG-500	Add Gel
27.	Refil PG-500	Add Gel
28.	Pilot pen V-5	Luxor
29.	Marker pen	Luxor
30.	Permanent marker pen	
31.	High lighter pen (Luxor)	Luxor Fluorescent
32.	Pen stand with 4 pen	(best quality)
33.	Envelop 15 X 40 cm Cloth lined	Best quality
34.	Envelop cloth lined 30 X 40 cm	Best quality
35.	Envelop 11"X 5" (Khaki)	Best quality
36.	Envelop white 7" x 5" (Best quality)	(Tajmahal with envelop)
37.	Envelop 9" X 4" (Khaki)	Best quality
38.	Envelop White 11X5 cm	Best quality
39.	Envelop cloth lined 24x30 cm	Best quality
40.	Cello tape ½"	Corporate
41.	Transparent folder (FS)	Corporate
42.	Transparent Folder (A4)	Corporate
43.	Gum Bottle 700 ML	Grip fix superior quality
44.	Glue Stick	- do -
45.	Blank CD with cover	Mousar bear
46.	Post it not ( 20mm x 50 mm) each 40 page marker per pad, Total 160 page marker	corporate
47.	Alpin	corporate
48.	Clip fitted Dak Pad	best quality
49.	Dak Pad	-do -
50.	Tag (Nylon)	Best quality
51.	Stapler Pin No 10	Kangaru
52.	Post it not ( 50mm x 75 mm) 1 page of 100 sheet	Corporate
53.	Waste Paper Basket (Big Size)	Basket (Big Size)
54.	Sealing Wax	Gripex
55.	Dendrite	Pidilit
56.	Steno pencil	(Camlin)
57.	Steno Note Book 200 pages	Best quality
58.	Stapler Machine No 24/6 (Heavy duty)	kangaro
59.	Stapler Machine Kangaroo No 10	kangaro
60.	Stapler Pin 24/6	kangaro

61.	Photo Glossy paper cutting Knife	(Big)
62.	Correcting fluid pen	Camel
63.	Erazex (Correcting fluid)	- do -
64.	Gum tube 50 ml (Kores)	Kores
65.	James clip PVC Coated (Kores) 28 mm	Gripex
66.	Pencil Battery 1.5 V	Eveready
67.	Computer paper 10X12X2	Lotus/Century
68.	Computer paper 10X12X3	- do-
69.	Computer paper 15X12X2	- do -
70.	Computer paper 15X12X3	- do -
71.	Computer Paper 10X12X1	Lotus
72.	Computer Paper 15X12X1	Lotus
73.	Sketch Pen	Luxar/camlin/
74.	Ladger Book Vol-20	Best quality
75.	Brown Cello Tape (Big Size)	- do -
76.	Note Sheet (hundred sheet p/pad)	- do -
77.	Binding Register Deluxe	Deluxe
78.	Visiting Card (Thick)	Tajmahal
79.	Lamination Paper (Thick) visiting card size 300m/250 m	Best quality
80.	Stapler Pin 23X17	kangaroo
81.	Binding thread (Modi) 200 mtr p/reel	Modi
82.	Binding Cloth	(Best quality)
83.	Conference File	-do-
84.	Stamp Pad Ink 100ml	(Kores)
85.	Poker	Best quality
86.	Carbon 503	(Kores)
87.	Correcting fluid eraser ex	Kangaroo/kores
88.	Cutting Machine Belt No B-108	Best quality
89.	Plastic Scale for Cutting Machine 32"	- do -
90.	Transparent Sheet A-4	-do-
91.	Transparent Sheet FS	-do-
92.	File Folder	-do-
93.	Candle (Big Size)	- do -
94.	Cash Book	- do -
95.	Bill Register	- do -
96.	Cello Tap Big roll 2"	Corporate
97.	Floppy 144 MP	Best quality
98.	Printer ribbon pro dot Q-25/345	- do -
99.	Transparent file folder	Corporate
100.	Binding strip A4	Best quality
101.	Binding strip FS	-do-
102.	Fax roll modi – 128 mm	Modi
103.	HP Laser jet cartridge – 1015 (12A)	HP
104.	HP Laser jet cartridge- 49A	HP
105.	HP Laser jet cartridge - 1000 (S)	HP
106.	HP Laser jet cartridge – 6L	HP
107.	H.P Laser jet cartridge P-1007 (88 No)	HP
108.	HP Laser jet cartridge 36 A	HP
109.	HP Laser jet cartridge 53A	HP
110.	HP Laser jet cartridge 43 X	HP
111.	Printer cartridge Lipi – T – 6050	LIPI
112.	Ink cartridge 860	HP
113.	H.P Deskjet ink cartridge 818(B)	HP
114.	H.P Deskjet ink cartridge 818(C)	HP
115.	H.P. Lajer Jet cargridge 05-A	HP
116.	Cartridge for Toshiba Xerox machine – 160	Toshiba
117.	Ink DS-4 LH Black 1000 ml	Toshiba
118.	Master roll (Duplo) 700L	Duplo
119.	Ink for Duplo – 7140-K	Duplo
120.	Master Roll Toshiba DPS 550	Toshiba
121.	Cartridge for Toshiba Xerox machine 1560	Toshiba
122.	Ink jet cartridge colour 22 No	HP
123.	Ink jet cartridge black 21 No	HP
124.	Fax film refill (Godrej) TTR – 727	(Godrej)
125.	Printing ink (S.G. Gloria blue/black/red) per Kg. each	Best quality
126.	Gestetner Toner 1502	Ricoh

127.	Gestetner master Roll – 5327	Ricoh
128.	Gestetner ink – CPI-2	Ricoh
129.	Toshiba Toner E studio 207	Toshiba
130.	Ricoh Toner 2000Le STD	Ricoh
131.	Brother Cartridge MFC 7840	Brother
132.	Fax filim roll sharp FO/P6610 double roll.	sharp
133.	Toshiba toner T-1640 D 5K toner	Toshiba
134.	Sharp Xerox machine toner cartridge – AR-M 205	sharp
135.	Konica Minolta cartridge 1350	Konica
136.	Konica Minolta cartridge 1400	Konica
137.	Ricoh Cartridge SPC 232 DN (Black/Cyan/Magenta/Yellow)	Ricoh
138.	Ricoh Cartridge SPC 220 N (Black/Cyan/Magenta/Yellow)	Ricoh
139.	Ricoh Toner 1230 D	Ricoh
140.	Ajulied paper size - legal	Standard /Good make
141.	Scissors (Medium size) best quality	- do -
142.	Scissors (Big size) best quality	- do -
143.	Paper weight	Standard /Good make
144.	Pin for perforating machine	- do -
145.	Clip for binding purpose (Small and Big)	- do -
146.	Pad for numbering machine	Max
147.	Korres superior Numbering Ink (Red/Black 50 ml)	Standard quality /Good make
148.	Scale (Plastic)	- do -
149.	Eraser	- do -
150.	Chalk pencil	- do -
151.	Post-it-note (Flag coloured)	- do -
152.	Stamp pad (self inking)	- do -
153.	Stamp pad ink	- do -
154.	Punching machine (Single hole)	- do -
155.	Punching machine (double hole)	- do -
156.	Corporate cutter knife	Corporate
157.	Fax cartridge Sharp FOA 650	Sharp
158.	Binder clip	Standard /Good make
159.	Paper cutter	- do -
160.	Calculator 12 Digit	- do -
161.	Fevicol	- do -
162.	Blank CD (R/W)	- do -
163.	Pay Bill Register	- do -
164.	T A Bill Form	- do -
165.	Register ( No. 8, 10, 12,16, 20,24, 30, 40 and 50)	- do -