



## **MISSION DIRECTOR NATIONAL RURAL HEALTH MISSION, J&K**

**Jammu Office:** Regional Institute of Health & Family Welfare, Nagrota, Jammu - 181221

Telefax: 0191-2674114, 2674244; email: mdnrhmjk@gmail.com

**Kashmir Office:** J&K Housing Board Complex, Channpora, Srinagar - 190015

Telefax: 0194-2430359, 2431167; email: dnokashmir@gmail.com

**NRHM Helpline:** Jammu Division – 18001800104; Kashmir Division – 18001800102

### **Notice Inviting Tender**

Sealed bids affixed with Rs. 5/- revenue stamps, are invited by State Health Society, National Health Mission (Near Sainik School) , Kandoli Nagrota Jammu (J&K) –181221 from registered vendors/ firms for award of contract for supply of various stationery/ general items. Details of items to be supplied alongwith Terms & Conditions can be downloaded from the website: [www.jkhealth.org](http://www.jkhealth.org) and [www.jknrhm.com](http://www.jknrhm.com).

The sealed tenders alongwith earnest money deposit of Rs.5,000/- (Rupees Five Thousand only) in the shape of CDR/ FDR (valid for one year) from any Nationalized Bank or Jammu and Kashmir Bank Ltd duly pledged to the “**FA&CAO, State Health Society, NRHM, J&K**” should reach to this office by hand or by post upto 25<sup>th</sup> February, 2014 (upto 3.00 PM). The tender shall be opened on 28<sup>rd</sup> February, 2014 at 3.00 P.M. in presence of the bidders, who want to present themselves for the same.

**No:** SHS/ NRHM/J&K

**Dt.**

S/d  
**Mission Director,  
NHM, J&K**



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### Tender for Stationery Items

Sealed quotations affixed with Rs5/- revenue stamps, are invited by the undersigned from registered vendors/firms for supply of various stationery/ general items for the office of State Health Society, National Health Mission (Near Sainik School ), Kandoli Nagrota Jammu / Housing Board Complex Channpora, Srinagar.

S. No.	Name of Items	Brand/ Manufacturer	Accounting Unit	Rate per Unit
1	Photostat Paper A4 size/FS size/A3 size			
2	Ball pen free flow	Rotomac		
3	File flaps (flap cover)			
4	Highlighter	Luxor		
5	Whitener correction fluid/ Pen	Korex/Flair		
6	Stapler large size	Kangaroo		
7	Stapler small size	Kangaroo		
8	Pen drive 4 GB/8GB/16 GB	Hp		
9	Duster (cloth)			
10	Envelop Laminated 11"x5", 8"x10"			
11	Envelop 10"x12"			
12	Envelop (full size)			
13	Movement Register (standard size)			
14	Stamp pad medium			
15	Stapler Pin No 10, No. 45			
16	L Shape transparent folder			
17	Paper cutter(Sample based)			
18	Calculator	Flair		
19	Writing pad (Big /Medium size)			
20	Binder clip ( All sizes)			

21	Eraser Non dust			
22	Puncher machine double hole/ Single hole			
23	Pen stand			
24	Sharpener			
26	Scissor medium			
27	File tray (Sample based			
28	Harpik			
29	Full Zaru (Broom)			
30	Toilet soap	Dettol/Lifebuoy		
31	Washing powder 1kg/ 500kg	Wheel		
32	Fevi Stick Medium/ Large			
33	Paper cutter ( small)			
34	Dak pad			
35	Register ruled (600 pages)			
36	Register ruled (500 pages)			
37	Register ruled (400 pages)			
38	Register ruled (350 pages)			
39	Register ruled (250 pages)			
40	Voucher files			
41	Red / black/ blue pen	Pilot		
43	Plastic Scale 12 inch			
44	Steel Scale 12 inch			
45	Photocopy on one side			
46	Photocopy on both sides			
47	White Board Marker			
48	Flip Chart			
49	Chart Paper			
50	Permanent Marker	Cello/Fair		
51	Sketch Pen	Luxor		
52	File folder (Ragzine)			
53	File folder Plastic	Trio/Sun/One plus		

54	Clear(transparent)Bag (Trio)			
55	Note sheets(Ledger paper)			
56	Note Pad (20 pages)			
57	Note Pad (50 pages)			
58	Carbon Pencils	Natraj		
59	Spiral Binding			
60	Cash Book 500Pages,600 Pages			
61	File Cover(Sample based)			
62	Slip Pad 50 pages			
63	Stationary Bag(Sample based)			
64	External Hard drive 1 TB/ 500 GB			
65	Leaflet colour			
66	Premium note books 4 Subject( small size)	Luxor		

**Terms and conditions:-**

1. Copy of valid PAN No. and TIN No. shall be enclosed with the rate quotation.
2. Rates quoted shall be F.O.R. State Health Society, National Health Mission (Near Sanik School ), Kandoli Nagrota, Jammu – 181221/ Housing Board Complex,Channpora, Srinagar.
3. Rates quoted shall be inclusive of all taxes and levies.
4. Rates quoted shall be clearly typed or handwritten and without any cutting, over writing. The rates shall be quoted in words as well as in figures also.
5. Each page of the rate quotation shall be duly signed by the authorize dried signatory.
6. Rate quotation alongwith earnest money deposit of Rs.5,000/- (Rupees Five Thousand only) in the shape of CDR/ FDR (valid for one year) from any Nationalized Bank or Jammu and Kashmir Bank Ltd duly pledged to the “**FA&CAO, State Health Society, NRHM, J&K**” shall reach this office by hand or by post upto 25<sup>th</sup>. Feb, 2014 (upto 3.00 PM). The same shall be opened on 28<sup>th</sup>. February, 2014 at 3.00 P.M. in presence of the bidders who wants to be present for the same.
7. The successful tenderer shall have to abide by the terms and conditions as mentioned in the NIT as well as in the Rate Contract for which the successful bidder shall have to execute an agreement with the State Health Society within 15 days from the date of award of contract.
8. The contract fixed with the successful tenderer(s) shall remain in force for a period of 12 months from the date of issuance of approved Rate Contract extendable for further three months or till the new rate contract is finalized and issued, whichever is earlier. EMD of the successful bidders shall be released after successful completion of the contract.

9. The supplies shall be made within three days from the date of issue of supply order. In case of any default of any nature whatsoever by the successful bidder, the State Health Society reserves the right to forfeit the EMD.
10. No advance payment shall be made. Payment of goods shall be made after supplies are received in the stores and verified by the verification committee of State Health Society and accepted in accordance with the approved Rate list/ supply order within the specified time.
11. Any loss sustained by the State Health Society as a result of re-tendering the contract or allotting the same to another bidder due to backing out or non-execution of supplies by the successful bidder shall be recoverable from the defaulting bidder out of his earnest money deposit or from his pending bills with the State Health Society, as the case may be.
12. In case of any dispute, decision of the Chairman, Executive Committee, State Health Society, NHM, J&K shall be final and binding on both the parties.
13. State Health Society reserves the right to accept or reject any tender or part of it without assigning any reasons thereof.
14. The State Health Society may terminate the contract at any point of time without a prior notice , in case of unsatisfactory services.

S/d  
**Mission Director,**  
**NHM, J&K.**