



BENGAL CHEMICALS & PHARMACEUTICALS LTD.

(A Govt. of India Enterprise)

6, Ganesh Chander Avenue, Kolkata - 700 013

Phone No.: 22371525/22371526,

Web-Site : www.bengalchemicals.gov.in

Email: aminur_rahman@bengalchemicals.co.in

ENQUIRY

Dear Sirs,

Please submit your lowest offer to supply / undertake the following materials / jobs at our M.O. & M.fy. subject to TERMS AND CONDITIONS PRINTED OVERLEAF. Your offer should be addressed to *Dy. Manager (Purchase)*. The sealed envelope must be super scribed with the Enquiry No, Date and Due Date. The offer will be accepted up to **4-00 P.M.** on **03.04.18** and opened on the same day at **4.30 P.M.** at our PURCHASE DEPARTMENT at 6, Ganesh Chunder Avenue, Kol-700013 (W.B.) in presence of intending Tenderers.

SI No.	DESCRIPTION	QNTY. (Pcs)	Tender no / date	Last date/time of receiving and date / time of opening of tender
1.	Xerox copy-A4 Paper	100 Pack	PL/KIT/09/2017-18 Dated 16-03-18 (Please Mention Tender No / Date and Due date In the Offer & on the Envelope)	Tender to be submitted Within 4.00 p.m. on 03-04-2018 Addressing – The Dy. Manager (Purchase) At 6, Ganesh Chunder Avenue, Kol-700013 Tender will be opened At 4:30 p.m. on 03-04-2018 At 6, Ganesh Chunder Avenue, Kol-700013

VENDOR TO QUOTE AS PER SPECIFICATIONS ONLY

PARTY SHOULD FOLLOW OUR TERMS & CONDITION BEFORE SUBMISSION OF OFFER.

PLEASE QUOTE YOUR PRICE AS PER PRESCRIBED BID CHART AS MENTIONED IN ANNEXTURE - I

BEFORE QUOTING, BIDDERS ARE REQUESTED TO INSPECT THE SITE.

OFFER SHOULD BE STRICTLY AS PER OUR REQUIREMENT & PAYMENT TERM, ELSE B.C.P.L.

RESERVES THE RIGHT TO REJECT ANY OFFER IN PART OR IN FULL WITHOUT ASSIGNING ANY REASON.

Annexure - I

Description	Basic PER Pcs	Applicable GST	Total Amount
1. Xerox copy-A4 Paper			

-: GENERAL TERMS & CONDITINS :-

PAYMENT TERMS : Against 30 days credit.

DELIVERY : IMMEDIATE

OFFER TO REMAIN VALID FOR 25 DAYS (MIN) FOR PLACING ORDER.

PRICE: F O R OUR STORES AT MANIKTALA WORK'S BASIS

ALL RELATIVE STATUTORY MATTER MANDATORY AS PER RULE

WE SHALL NOT BE RESPONSIBLE FOR DELAY IN RECEIPT OF QUOTATION FOR ANY REASON.

QUOTATION IF SENT BY FAX OR E-MAIL WILL BE REJECTED.

THE BID DOCUMENT IS NOT TRANSFERABLE.

RATES SHOULD BE QUOTED BOTH IN FIGURES AND WORDS IN ENGLISH. IF THERE IS A DISCREPANCY IN THE RATES BETY FIGURES AND WORDS, THE RATES QUOTED IN WORDS WILL BE TAKEN AS CORRECT FOR THE PURPOSE OF EVALUATION. ANY COLUMN OVERWRITING MUST BE AUTHENTICATED BY THE SIGNATURE OF THE TENDERER OR HIS AUTHORIZED REPRESENTATIVE.

NO AMENDMENT TO THE TENDER IN ANY FORM SHALL BE PERMITTED AFTER THE OPENING OF THE TENDER

EACH PAGE OF THE DOCUMENT SUBMITTED SHOULD BE SIGNED AND STAMPED BY THE TENDERER OR HIS AT REPRESENTATIVE.

THE FOLLOWING DOCUMENTS MUST ACCOMPANY ALL TENDER OFFERS :-

CERTIFIED COPY OF TRADE LICENSE / REGISTRATION CERTIFICATE

CERTIFIED COPY OF PARTNERSHIP DEED IN CASE OF PARTNERSHIP FIRM

ORIGINAL POWER OF ATTORNEY, IN CASE OTHER PERSON OTHER THAN THE TENDERER HIMSELF SIGNED THE TENDER DOCUMENTS

COPIES OF EPF & ESI REGISTRATION

TENDER IN SEALED COVERS SHOULD BE SUPER-SCRIBED

THE BOTTOM LEFT-HAND CORNER OF THE COVER SHOULD INDICATE THE NAME AND ADDRESS OF THE FIRM / TENDER

TENDERS RECEIVED IN UNSEALED COVERS WILL NOT BE CONSIDERED

CLOSING THE COVER WITH GUM ONLY OR STAPLING THE COVER WITH STAPLER OR PASTING ADHESIVE TAPE ETC. TREATED AS SEALED COVER.

TENDER MUST BE DEPOSITED IN TENDER BOX IN THE 0/0 THE PURCHASE DEPT. 6,Ganesh Chunder Avenue,Kolkata-700013

INCASE OF MORE THAN ONE BIDDER QUOTES SAME, B.C.P.L. HAS FULL RIGHT TO SPLIT THE ORDER QUANTITY.



**DY. MANAGER PURCHASE
BENGAL CHEMICALS & PHARMACEUTICALS LTD.**