



BHARAT HEAVY ELECTRICALS LIMITED
CORPORATE (HR – GAX)
BHEL House, SIRI FORT, NEW DELHI – 110049.

PH: 011-66337438
FAX: 011-66337428
e-mail: manishkbhaskar@bhel.in

TENDER ENQUIRY

Tender No. AA:GAX:16:PR:102
Dated: February 09, 2016

Sub: Notice Inviting Tender for Annual Rate Contract for supply of General Stationery Items

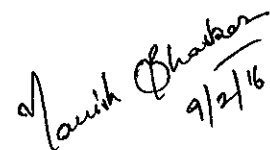
Bharat Heavy Electricals Ltd. (BHEL), a Maharatna Company, intends to enter into Annual Rate Contract for Supply of General Stationary items for its office located at BHEL House, Siri Fort, New Delhi – 110049. Sealed quotations are invited with Enquiry No., Enquiry Date & Due Date, legibly super-scribed on it for the items mentioned in Price Bid Format as per the Terms & Conditions mentioned below. The tender documents may be downloaded from our website www.bhel.in or www.eprocure.gov.in. The quotation shall be dropped in Tender Box, Corporate Office, Reception, BHEL House, Siri Fort, Delhi-110049, along with this letter latest by 1430 hrs. on OR before the due date i.e. 02.03.2016.

Nature of Work	Date of Issue of Tender document	Due Date and Time of Submission of offers	Tender Opening date and time
Supply of General Stationery Items at BHEL House, Siri Fort, New Delhi - 49	09.02.2016	02.03.2016 up to 1430 Hrs	02.03.2016 at 1530 Hrs

Quotations Part-I and Part-II shall be submitted in separate sealed envelopes and the same can be put together in one sealed envelope. Part-I offers of the parties shall be opened on the **Due Date of Opening i.e. at 1530 hrs in our office** in the presence of authorized representatives of the bidders who may desire so. Due date of opening of Part-II offers shall be informed separately.

Thanking you,

Yours truly,
For and on behalf of BHEL


9/2/16

(Manish Bhaskar)
Sr. Executive (HR-GAX)

मनीष कुमार भास्कर / MANISH KR. BHASKAR
वरिष्ठ कार्यपालक / Senior Executive
मानव संसाधन / Human Resources
भारत हेवी इलेक्ट्रिकल्स लिमिटेड / Bharat Heavy Electricals Ltd.
बी.एच.ई.एल. हाऊस, सीरी फोर्ट / BHEL House, Siri Fort
नई दिल्ली-110 049 / New Delhi - 110 049



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TECHNO-COMMERCIAL SPECIFICATIONS

1.0 GENERAL INSTRUCTIONS

BHEL Corporate Office intends to enter into Annual Rate contract for supply of General stationary items for its office located at BHEL House, Siri Fort, New Delhi - 110049 by inviting the offers from prospective bidders in two parts. Part-I shall be Techno-commercial bid & Part-II shall be the Price Bid. Due date of the opening date of Part-I bid shall be the date of submission of offer as mentioned on the first page of the tender. Participation in Price Bid Opening shall be in respect of those bidders only who are techno-commercially acceptable based on the evaluation of Part-I bid. The terms and conditions are mentioned below.

The quantity mentioned in the list shall be ordered in lots as mentioned in the Price Bid Format or as and when required. The quantity of items mentioned in the Price Bid Format are tentative only and may increase or decrease by 20% or depending upon the actual requirements. In case of increase in quantities, the successful bidder will have to supply the items at the same rates.

2.0 PRE-QUALIFICATION REQUIREMENTS


- a) *The average turnover of the bidders should be atleast Rs. 7.61 lacs per annum during the past three years (FY: 2012-13, 2013-14 & 2014-15).*
- b) *The Bidders should be resourceful and capable, having experience of supply & execution of Purchase Orders for Supply of General Stationery Items for last 2 years ending on 31st January 2016 and they should have executed the orders for supply of similar items for PSUs & Government departments or other reputed companies / institutions.*

3.0 TERMS AND CONDITIONS:

- 3.1) Delayed tenders are liable to be rejected.
- 3.2) The successful bidder(s) will have to supply the items as per the specification mentioned in the Price Bid Format enclosed herewith. If the supplied items are found of inferior quality, the same will be rejected by BHEL and no payment will be made for rejected items.
- 3.3) The items of fresh lots will only be supplied. In case of supply of aged material, the item may be rejected. The items will have to be supplied in properly packed condition.
- 3.4) Any defective supply will be replaced free of cost. No payment shall be made against defective supply. The purchaser reserves the right to reject any items, which in his opinion does not confirm the specifications or is found to be of inferior quality.
- 3.5) All items should be in conformity with manufacturer specifications and of standard quality.
- 3.6) The items have to be supplied in properly packaged condition and delivered in the same packaged condition to BHEL House, Siri Fort, New Delhi - 110049.
- 3.7) BHEL reserves the right to terminate the contract at any time or stage during the period of contract, by giving 15 days' notice with or without assigning any reason without any financial consideration/implication.

Regd. Office: BHEL House, Siri Fort, New Delhi – 110049 (India).

Manish Bhaskar

	<p align="center">BHARAT HEAVY ELECTRICALS LIMITED CORPORATE (HR – GAX) BHEL House, SIRI FORT, NEW DELHI – 110049.</p>	<p>PH: 011-66337438 FAX: 011-66337428 e-mail: manishkbhaskar@bhel.in</p>
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4.0 COMPOSITION OF THE BIDS:

The quotation (as given below in S.No. 4.1 & 4.2) shall be dropped in Tender Box, Corporate Office, Reception, BHEL House, Siri Fort, Delhi-110049, along with this letter latest by 1430 hrs. on OR before the due date (02.03.2016). Tender shall be accompanied with a covering letter giving index interlinking all the documents enclosed and all pages should be signed & stamped and should be as per the instructions given for quoting the bid.

Incomplete tender in any respect, are liable to be rejected.

“Bidders are requested to quote in two parts. However for quotation submitted in single bid against our requirement of two part bid will be considered only if the bid is techno-commercially accepted without seeking any clarifications from the bidder. Otherwise, the bid is liable to be rejected.”

4.1 Part-I (Techno-Commercial Bids)

The Part-I Bid shall contain all details and documents listed in Annexure-I. No price details are to be furnished in Part-I of the bid.

4.2 Part-II (Price Bid)

Part II Bid shall comprise of Price Format as per Annexure - IV, duly filled, signed and stamped.

5.0 EVALUATION CRITERIA AND AWARD OF CONTRACT

BHEL shall carry out detailed evaluation of the bids to determine that the requirements set forth in the bid specifications are met. BHEL may accept or reject the deviations sought by the bidder (s) & may load the bids for price for accepting the deviation.

Based upon the evaluation, BHEL shall determine the techno-commercially acceptable bidders. BHEL reserves the right to reject any bid without assigning any reason.

Price bid opening shall be in respect of techno-commercially acceptable bidders only.

The evaluation criteria shall be the item-wise L-1 unit rates (The rate contract shall be awarded to the concerned party at the L-1 unit rates). In case, the L-1 unit rates are quoted by more than one party for any item, the order quantity shall be split equally amongst the concerned parties.

In case of any arithmetical errors in the price bid the higher unit rate will be considered for evaluation and lower unit rate will be considered for ordering.

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6.0 VALIDITY OF OFFERS

The offers submitted by the parties shall be valid for a period of 90 days from the date of opening of Part-I bid and 60 days from the date of opening Part-II bid / Reverse Auction. Participation in Reverse Auction / Price bid opening shall be limited to techno-commercially acceptable bidders only. Further, BHEL reserves the right to reject the offer of bidder(s) without assigning any reason.

7.0 VALIDITY OF RATES

Rates shall remain valid for the contract period of one year or till the extended period of contract which may be extended further with the mutual consent. No request will be entertained for any increase of rates what so ever may be the reason. However, the VAT / Taxes etc. shall be applicable as per the Government Notifications from time to time

9.0 PAYMENT TERMS:

For the bills submitted along with supporting vouchers and completed in all respect, the payment, inclusive of all taxes as applicable, shall be made within 20 days from the date of submission of the bills. However, no interest shall be payable for delay, if any, in making the payment.

10.0 DELIVERY PERIOD / LIQUIDATED DAMAGES:

The general stationery items shall be supplied within 15 days time on placement of PO. In case of supply is delayed beyond this period, BHEL reserves the right to levy LD @ ½% per week of delay subject to maximum of 10% of ordered value. LD shall be applicable on entire ordered value.

11.0 Deviations, if any, may be enumerated in the format enclosed. BHEL at its discretion may agree in full or part or totally reject deviations sought by the bidder(s). BHEL will consider the deviations if the same are specified in the deviation format, or else it will be considered that there is no deviation taken. Deviations, if any, mentioned elsewhere in bid apart from Annexure II – “ACCEPTANCE LETTER/ DEVIATION CERTIFICATE” (whether techno-commercial bid or Price bid) shall be treated as null and void by BHEL.

12.0 The offers of the bidders who are on the banned list as also the offer of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL website www.bhel.com.

13.0 ARBITRATION

13.1 In the event of any dispute or difference arising out of the execution of the Order/Contract or the respective rights and liabilities of the parties or in relation to interpretation of any

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provision between BHEL & Service Provider in any manner touching upon the Order/Contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred to the arbitration of the person appointed by the competent authority of BHEL (Purchaser).

Subject as aforesaid, the provisions of Arbitration and Conciliation Act, 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder and for the time being in force shall apply to the arbitration proceedings under this clause. The venue of arbitration shall be at New Delhi.

- 13.2** In case of order/contract on Public Sector Enterprises (PSE) or a Govt. Deptt., the following clause shall be applicable:-

In the event of any dispute or difference relating to the interpretation and application of the provisions of the Order/Contract, such dispute or difference shall be referred to by either party to the arbitration of one of the arbitrators in the department of public enterprises. The award of the arbitrator shall be binding upon the parties to the dispute, Provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law secretary, Deptt. of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary or Additional Secretary when so authorized by the Law Secretary, whose decision shall bind the parties hereto finally and conclusively. The parties in the dispute will bear equally the cost of arbitration as intimated by the arbitrator.

14.0 LAWS GOVERNING THE CONTRACT

The Order/Contract shall be executed and governed by the laws of India and the courts of India alone shall have jurisdiction in respect of any matter arising under or in connection with the Order/Contract.

15.0 JURISDICTION OF COURT

Courts at Delhi/New Delhi shall have exclusive jurisdiction to decide the dispute, if any, arising out of or in respect of the contract(s) to which these conditions are applicable.

16.0 DEFAULT/BREACH OF CONTRACT, INSOLVENCY AND RISK PURCHASE

- 16.1** If the Service Provider / Contractor fails to provide the required services as per the Contract / fails to deliver the goods or materials or any instalment thereof within the period(s) fixed for such delivery or delivers goods or materials not of the contracted quality and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to supply / provide goods / services or materials covered by the Order/Contract either in whole or in part or otherwise fails to perform the Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Seller/Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made

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against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the Partnership Act or if the Seller/Contractor (Service Provider) being a company is wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the purchaser may be put to incur or sustain by reason of the Seller/Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Seller/Contractor (Service Provider) and if the purchaser so desires, he may procure upon such terms and in such manner as he deems appropriate, stores not so delivered or others of a similar description where stores exactly complying with particulars are not, in the opinion of the purchaser, which shall be final, readily procurable, at the risk and cost of the Seller/Contractor (Service Provider) and the Seller/Contractor (Service Provider) shall be liable to the purchaser for any excess costs provided that the Seller/Contractor (Service Provider) shall continue the performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Seller/Contractor (Service Provider) shall on no account be entitled to any gain on such repurchases.

- 16.2 Cost of the purchases made by the Purchaser at the risk and cost of the seller/contractor (Service Provider) shall be worked out after levying 30% overheads as departmental charges on the cost of materials / services so purchased/hired.

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ANNEXURE-I

DOCUMENTS TO BE ATTACHED

PART-I BID: Documents to be attached in Part I bid


- 1) Copies of Balance Sheet (self certified) along with Profit & Loss Statement of the Company for the last three financial years (FY 2012-13, 2013-14 & 2014-15)
- 2) List of clients, including PSUs, if any.
- 3) Copy of the Purchase orders as per para 2 (b) above.
- 4) Format for Acceptance Letter/ Deviation Certificate as per Annexure-II.
- 5) Copy of PAN, VAT, TIN no. as applicable
- 6) Copies of Income Tax Returns for last three Assessment years (AY 2013-14, 2014-15 & 2015-16)
- 7) Declaration Sheet as per Annexure-III
- 8) Complete details of the contact person with email id and mobile number etc.
- 9) Copy of tender document duly signed and stamped by the bidder
- 10) Any other information that bidder may like to furnish.

PART-II BID: PRICE BID

Part II shall contain Prices only as per Annexure IV and should not contain any technical details and / or commercial terms and conditions. Any technical details and / or commercial terms and conditions, if found in this part shall be ignored as the same are supposed to be contained in Part I only as indicated above.

This part shall be submitted in a sealed cover with bidder's seal super-scribed with correct Enquiry No., due date of opening.

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Annexure-II

FORMAT FOR SEEKING DEVIATION
(To be attached with Part-I bid)

CLAUSE NO	DESCRIPTION / DETAILS OF DEVIATION	REMARKS / REASONS

NOTES:

1. In case of no deviation, "NIL" is to be indicated in this format.
2. BHEL reserves the right to reject the offer without assigning any reason.

I, _____ hereby certify that except the deviations mentioned above, we do not have any other deviations to the tender no. AA:GAX:16:PR:102 dated 09.02.2016. Deviations, if any, mentioned elsewhere in our bid (whether Techno-commercial bid or Price bid) may be treated as null and void by BHEL.

SIGNATURE OF BIDDER WITH SEAL

NAME:

DESIGNATION:

COMPANY / FIRM:

DATE:

Manish Bhaskar



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Annexure-III

DECLARATION

I / We hereby declare that I / We have not been banned and de-listed by any PSU / Government Department / Financial Institution / Court.

SIGNATURE OF BIDDER WITH SEAL

Regd. Office: BHEL House, Siri Fort, New Delhi – 110049 (India).

Manish Bhaskar

General Stationery items

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
1	Acitite Sheet (Transparency)	Garware Transparency, 100 microns, A-4 size (297x210 mm) One packet of 100 sheets	20	PKT.	2			
2	ALL PIN	Bell Make (Nickle coated steel), 26 MM Lg. Minimum Wt. 100 Grms.	50	NOS	1			
3	CALCULATOR ELEMENTRY	Calculator Elementry Casio Model MJ-120/Cello CC- 512	25	NOS	1			
4	CALCULATOR SCIENTIFIC	Calculator Scientific Casio Model FX 991 MS	10	NOS	1			
5	Cannon FX-09 (Fax Cartridge)	Cannon FX-09 Cartridge for Fax Machine	6	NOS	2			
6	Cannon PG-40 (Fax Cartridge)	Cannon PG-40 Cartridge for Fax Machine	10	NOS	2			
7	CARBON PAPER (PKT)	Kores make Pencil Carbon paper BLUE, packed 100 sheets each packet size 210 x 330 mm product code no 10002020101.	35	PKT.	1			
8	CARTONS - BIG (18"x18"x18")	9 Ply Card Board, size 18"x18"x18" with Side Cloth Patti. (packed in 10 pcs)	600	NOS	3			
9	CARTONS - MED (15"x12"x12")	9 ply Card Board, size 15"x12"x12" with Side Cloth Patti. (packed in 10 pcs)	350	NOS	3			
10	CARTONS - SMALL (12"x12"x12")	9 ply Card Board, size 12"x12"x12" with Side Cloth Patti. (packed in 10 pcs)	200	NOS	2			
11	CD Cover plastic 1 CD	CD Container -PlasticAcrylic, 1 CD Each, Single plastic CD Cover As per Sample..	200	NOS	1			

Maulik Bhambhani

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
12	CDR	CDR-MOSERBAER Make 80 MIN, 700 MB/ x 52 x Recordable. (Pack of 100 CDs)	1000	NOS	3			
13	CELLO TAPE - LARGE 1"	3M Make 50 M in length, 1" wide.	400	NOS	3			
14	CELLO TAPE - LARGE 2"	Classic Make 50 M in length, 2" wide.	600	NOS	4			
15	CELLO TAPE - MED 1.5"	Classic Make 50 M in length, 1.5" wide.	400	NOS	1			
16	CELLO TAPE - SMALL 0.5"	3M Make 24 M in length, 0.5" Wide .	500	NOS	2			
17	CELL - PENCIL AA	CELL - PENCIL AA 1015 R6 Everady make, 1.5 Volts Heavy Duty leak-proof.	2000	NOS	4			
18	CELL PENCIL AAA	CELL - PENCIL AAA 1212 R03 Everady make, 1.5 Volts Heavy Duty leak-proof.	400	NOS	4			
19	CLASSIC SPIRAL NOTE BOOK	Shipra make SPIRO Classic Book Spiral binding on left side with 50 sheets, Code No SC-211 Size 9"x7".	750	NOS	3			
20	CLOTH MARKIN	Cloth Markin Medium Best Quality.	100	Mtr.	1			
21	CLUTCH PENCIL	Faber-Castel make, Tri-Click - 0.7mm Mechanical pencil	500	NOS	2			
22	CORRECTING PEN	Kores make Eraz-ex Correction Pen 9 ml Product Code:10501030501.	750	NOS	3			
23	CUP PLATE	Cup & Saucer, Gold line, Bone China, white colour each set having 6 cups & 6 Saucers. (200 box x6 = 1200 Nos) sea shell make.	200	Box	4			
24	DESK CALENDER RIFILL- BIG	Desk Calender Riffill - Big size Calender year 2017 Quality/Aneja. (shall be procured in Dec'2016)	400	NOS	1			

Navish Bhatnagar

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
25	DESK CALENDER RIFILL- SMALL	Desk Calender Riffill - Small size Calender year 2017 Quality/Aneja make. (shall be procured in Dec'2016)	100	NOS	1			
26	DESK CALENDER STAND- BIG	Omega Make 1734 - CHIEFEX DESK CALENDAR Stand - Art . No 1734/13.	50	NOS	1			
27	DUST BIN WASTE -BUCKET	Waste Paper Basket, 10" Dia x 12" Height, WPB-100 Royal Touch Make Round Shape Rectangular Perforated assorted coloured / as per sample	150	NOS	2			
28	DUSTER WHITE	Duster White Heavy Cloth Size 24"x 24" / as per sample	4000	NOS	4			
29	DUSTER YELLOW	Duster Yellow Heavy Cloth Size 24"x 24" /as per sample	2000	NOS	4			
30	D V D - R	DVD-R Moser Baer or Sony Make 7.4 GB With jewel case	500	NOS	2			
31	ERASER PENCIL	Aprsa Make pencil eraser (Non-dust)	2000	NOS	2			
32	FILE BOARD With Tag	FILE BOARD Hard Board 54 oz white sheet pasted on front side 2 over laping binding flappers (3.5"wide) of 100 GSM Brown Paper pasted in the Centre with white good quality cotton thread 38" length for fastening.	300	NOS	1			
33	FILE CLIP ECCO	File Clips Sonex Make, Pack of 100 Clips.	20	PKT.	1			
34	FILE Solo RB-405	Plastic Folder A4, 2D Ring Binder Solo make - RB-405 Grey Colour. 10 folders to be packed in a box.	400	NOS	3			
35	FOLDER LOCKS/STOPPER	Folder Lock/ Stopper For Tender Folder As Per Sample	200	NOS	1			
36	GEM CLIP	Bell Make Steel Bell Clip (Paper U Clip) size 35 mm Pointed each pack of 100 clips	500	PKT.	2			

of Anish Bhasin

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
37	GLUE STICK 15	Glue Stick - 15 Gms. Amos Make.	2000	NOS	4			
38	GUM BOTTLE- SMALL - 150 ml	Camel Make Adhehin Synthetic Glue, Gum bottle 150 ml.	30	NOS	1			
39	GUM TUBE	Camel Make Adhehin Synthetic Glue, Gum Tube 20 ml.	300	NOS	2			
40	HIGHLIGHTER	Highlighter Luxor Make .	2000	NOS	4			
41	LEAD 0.7 mm	Camel/Nataraj Make Pensil lead 0.7 mm In a pack of 10 nos.	300	PKT.	2			
42	MARKER - OHP	Over Head Projector Marker Set of 5 (Luxer Make), Product No 968.	50	SET.	2			
43	MARKER-PERMANENT	Reynold Make / jumbo size., black, blue, red & green	600	NOS	2			
44	MARKER WHITE BOARD	Marker White Board, Luxor / Reynolds make. Black, blue, red & green	500	NOS	2			
45	MOUSE PAD	Mouse Pad - Medium quality Classic Make size 260mm X 210mm & Minimum Wt 85 Grams.	200	NOS	2			
46	PAD DAK	Dak Pad With Thread tag-as per sample.	100	NOS	2			
47	PAPER - CUTTER	Best Business system Make Paper Cutter (Model J-100) As per sample	500	NOS	2			
48	PAPER - KHAKI	Star make, 80 GSM Brown Paper Sheet size 36"x 48" (1 Ream=480 sheets).	1	Ream	1			
49	PAPER/FILE TRAY	Omega Make Acrylic Art no 1718.	250	NOS	2			

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SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
50	PEN ADD GEL ACHIVER	ADD GEL make, Acheiver Gel Pen , blue, black, red & green ink (Compulsory printing of BHEL Logo). 70% Blue & 30% Assorted Colour, And each pen must be well packed as per sample.	10000	NOS	2			
51	PEN -BAL ORDINARY	Cello MAXRITER < F > .Product Code : CWI-X-15 70% Blue & 30% Assorted colour.	15000	NOS	3			
52	PENCIL - HB	Camlin BLACK HB Hexagonal Pencil.	6000	NOS	3			
53	PEN HOLDER	Pen Holder LINC 631 SHARP Ball Pens blue & red ink. (pen holder with only jotter refill)	75	NOS	2			
54	PEN REFILL (ADD GEL) ACHIVER	Pen Refill for AD GEL Acheiver Gel Pen, (Add Gel Pens) 70% Blue & 30% Assorted Colour	1500	NOS	2			
55	PEN REFILL - ORDINARY	Pen refill fo Ordinary Cello MAXRITER < F >	1000	NOS	2			
56	PEN REFILL - JOTTER	Linc/Montec make, Jotter refill for Pen holders, steel body .	100	NOS	2			
57	PEN REFILL ADD GEL eins	Pen Refill for AD GEL Roller pen with Spring Point , blue&black ink (ADD GEL Roller) eins	350	NOS	2			
58	Pen ADD GEL eins	Add Gel Roller Pen <u>eins</u> with spring point, blue ink pen 80% & Black in 20% Qty With (Compulsory printing of BHEL Logo) And each pen must be well packed as per sample.	1000	NOS	2			
59	PEN STAND - BIG	Kebica Make Acrylic, pen stand for 4 pens. Code Officer's Choice - 152	25	NOS	1			
60	PEN STAND - SMALL	Kebica Make Acrylic, pen stand for 2 pens. Code Economical Pen Stand - 1314 M	20	NOS	1			
61	OMEGA PIN BOX	Omega pin-o-clip,deluxe, one piece art no. 1797	200	NOS	2			

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SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
62	PLASTIC JUG	Cello Leonard or Royal Touch make plastic Jug round in shape 2 litres capacity assorted coloured.	300	NOS	2			
63	PLATE FULL	Sea Shell Make Bone China White Colour with golden line.	150	NOS	3			
64	PLATE HALF	Sea Shell Make Bone China White Colour with golden line.	150	NOS	3			
65	POST IT Flags	Post-it 12.5mm X 43.7mm X 5 Colors X 10 pulls	500	NOS	3			
66	POST IT Page Marker (prompts)	3M Make Page Markers (Prompts) Size: 0.75" X 3" X 50 sheets x4 Color each	200	NOS	2			
67	POST IT PAD 1.5"x2"	Post It Pad (3-M Make) 1.5" x 2" Size.	500	NOS	1			
68	POST IT PAD 2"x3"	Post It Pad (3-M Make) 2" x 3" Size.	500	NOS	1			
69	POST IT PAD 3"x3"	Post It Pad (3-M Make) 3" x 3" Size.	300	NOS	1			
70	PPC PAPER A3	A3 size (420 mm x 297 mm) Photocopy Papers of Century Copier/Andhra Millenium /JK copier, Brand Mill Packed 75 GSM, as per the specifications of IS 14490: 1997 (latest).	150	NOS	2			
71	PPC PAPER A4 Green Colour	A4size (297 mm x 210 mm) Green Sheets Papers of Modi Xerox / JK copier, Brand Mill Packed 75 GSM, as per the specifications of IS 14490: 1997 (latest).	20	NOS	1			
72	PUNCHING M/C - Heavy Duty	Kangaroo Model DP 800.	10	NOS	1			
73	PUNCHING M/C - SMALL DP - 480	Kangaroo / Max make Modle- DP - 480	200	NOS	2			

a/Anish Shankar

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
74	PUNCHING M/C - MED. DP - 520	Kangaroo / Max make Modle- DP - 520	100	NOS	2			
75	REGISTER DISPATCH - 6Q	Register Dispatch 6 Q, Victor/Shipra/HCP/Saraswati Make Good Quality Paper .	20	NOS	1			
76	REGISTER STOCK 6Q	Regitor stock 6Q, Victor/Shipra/HCP/Saraswati make good quality paper .	15	NOS	1			
77	REGISTER STOCK 8Q	Regitor stock 8Q, Victor/Shipra/HCP/Saraswati make good quality paper .	10	NOS	1			
78	ROOM FRESHNER	Yarley / Premium Room Freshner 200 ml.	1000	NOS	3			
79	ROPE PLASTIC (250 Grams)	Rope Plastic, first quality (250 Grams packet)./ As per sample	50	NOS	1			
80	ROPE PLASTIC (500 Grams)	Rope Plastic, first quality (500 Grams packet)./ as per sample	100	NOS	1			
81	RUBBER BANDS - BIG	Pure Nylon Rubber Band 4" size (Strictly As per sample) Packed in 250 grm packet	100	PKT.	1			
82	RUBBER BANDS -SMALL	Pure Nylon Rubber Band 2" Size (Strictly As per sample) (Packed in Packed in 250 grm packet	50	PKT.	1			
83	SARASWATI NOTE BOOK	Sarswati make note book, rexin binding size 9"x7".	600	NOS	3			
84	SCALE	Scale 12" transparant, Faber- Castel make art no 171220.	300	NOS	2			
85	SCISSOR	Scissors Maped/Omax Make 18 cm / as per sample	100	NOS	2			

a/avish Bhaskar

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
86	SHARPNER PENCIL	Pencil Sharpner Natraj 621 with Japanese Technology.	2000	NOS	2			
87	SKETCH PEN	(Luxor Make) Sketch Pen Set 12 colours , Product No 950	40	SET.	2			
88	SOAP - LUX	Lux Sandal & Cream with fragrancd moisturizing oil minimum weight 150 grms.	800	NOS	2			
89	SOAP - RIN	Soap Rin Model rede 2195 Weight Mini. -250 grms.	700	NOS	2			
90	SPIRAL NOTE BOOK Matrix	Bilt matrix book Premium Notebook, 160 pages / 21.6x14cm , Speciality Hi Bright paper High opasity 70 gsm paper Single ruled book.	600	NOS	3			
91	SPOON LUNCH -	Desert spoon , Stainless Steel (Steelage/Vikas make)	1200	NOS	3			
92	SPOON TEA	Tea spoon , Stainless Steel (Steelage/Vikas make)	600	NOS	3			
93	STAMP PAD - BIG	Asoka make size 220 x 140 mm .	10	NOS	1			
94	STAMP PAD - SMALL	Asoka make size 110 x 70 mm .	20	NOS	1			
95	STAPLER - HEAVY DUTY 1217	Stapler Heavy Duty HD 1217 (Kangaroo Make).	5	NOS	1			
96	STAPLER - MEDIUM 45	Stapler Medium HD-45 (MAX / Kangaroo Make).	200	NOS	2			
97	STAPLER - SMALL 10	Stapler Small HD-10 (MAX / Kangaroo Make).	400	NOS	4			

2/ Anish Bhasin

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
98	STAPLES PIN - BIG	Max Kangaro No 23/13-H, 1000 pieces in each packet. (New SKU # : 100212010008)	50	PKT.	1			
99	STAPLES PIN - MEDIUM	Max Kangaro 3-1 M, No 24/6, 1000 pieces in each packet.	400	PKT.	4			
100	STAPLES PIN - SMALL	Staples Small Kangaro No 10-1 M, 1000 pieces in each packet.	2500	PKT.	4			
101	STICKERS 12	Inkjet Laser /Labels, CITIZEN / de'smat make Self Adhesive Sticker (12 Stickers in A-4 Size) Packet of 100 sheets	10	PKT.	1			
102	STICKERS 16	Inkjet Laser /Labels, CITIZEN / de'smat make Self Adhesive Sticker (16 Stickers in A-4 Size) Packet of 100 sheets.	12	PKT.	1			
103	TAPE BROWN 2" BHEL Logo	Brown Tape With BHEL logo printed on its length as per our sample, 2" wide, 50 meter in length, classic make.	500	NOS	2			
104	TAPE BROWN 2" Plain	Brown Tape per our sample 2" wide, 50 meter in length, Classic make.	500	NOS	4			
105	TENDER FOLDER 1"	TENDER FOLDER 1" hard Board 54 oz Plastic Grey Cover, Top Transparent. Pocket up to spin of Folder, two pin D clip of world wide make clip size 1".	300	NOS	3			
106	TENDER FOLDER 1.5"	TENDER FOLDER 1.5" Hard Board 54 oz Plastic Grey Cover, Top Transparent. Pocket up to spin of Folder, two pin D clip of world wide make clip size 1.5".	400	NOS	4			
107	TENDER FOLDER 2"	Hard Board 54 oz Plastic Grey Cover, Top Transparent. Pocket up to spin of Folder, two pin D clip of world wide make clip size 2".	350	NOS	3			
108	TENDER FOLDER 2.5"	Hard Board 54 oz Plastic Grey Cover, Top Transparent. Pocket up to spin of Folder, two pin D clip of world wide make clip size 2.5".	300	NOS	3			
109	TENDER FOLDER 3"	Hard Board 54 oz Plastic Grey Cover, Top Transparent. Pocket up to spin of Folder, two pin Pipe clip of world wide make/taj clip size 3".	100	NOS	2			

Navish Bhasin

SN	Item Description	Specification	Approx. Qty	Unit of items	No of Lots	Unit Rate (Rs.)	VAT %	Value per Unit (all inclusive) (Rs.)
110	THERMOS	Milton Thermus Flask 750 ml capacity, Model Cafetressa	200	NOS	2			
111	TOWELS BIG 75cm x150cm	Bombay dyeing Mills (Horizon/Tulip Modle) Non Printed (White clour) size 75 cm x150 cm.	200	NOS	2			
112	TOWELS Medium 60cm x 120cm	Bombay dyeing Mills (Horizon/Tulip Modle) Non Printed (single clour) size 60cm x120 cm.	300	NOS	2			
113	TRAY MEDIUM	Tray Medium-15" x 10" (Melamine Printed Indian make)	35	NOS	2			
114	TRAY SMALL	Tray Medium-12" x 8" (Melamine Printed Indian make)	30	NOS	2			
115	TUMBLER Cut Glass	Borosil's Galaxy Glasses Code BN430120024 Set of 6 pcs, capacity 295 ml size 65 mm dia x 100 mm high / as per sample. 6x150 = 900 Nos	900	NOS	3			
116	TUMBLER	Tumbler plain (Yera Make T 8 G)	1000	NOS	2			
117	TUMBLER MATS/COASTER	Décor / Milano make, Fancy Colour Full, Acrylic each box having 6 pieces of coasters. / as per sample. 6x200=1200	200	Box	3			
118	VISITING CARD HOLDER	Visiting card Holder 240 cards BC-802, Solo Make	200	NOS	2			

of Laxmi Bhaskar