



भारत सरकार / Government of India

वित्त मंत्रालय, राजस्व विभाग / Ministry of Finance, Department of Revenue

सीमा शुल्क सहायक आयुक्त का कार्यालय

Office of the Assistant Commissioner of Customs (Preventive)

सीमा शुल्क प्रभाग, गुवाहाटी Customs Division, Guwahati

नीलमनि फुकन पथ, क्रिश्चियन बस्ती, गुवाहाटी-781 005

Nilamoni Phukan Path, Christian Basti, Guwahati - 781 005

PHONE: (0361) 2340510/511/512/513/703 फेक्स/FAX: (0361) 2341510 Email: cusgau@yahoo.com

Tender Notice

Sealed quotations are invited from Govt, Registered Firm/suppliers/Small & Medium Scale Entrepreneurs for supply of the following office utility articles for Customs Division, Guwahati for the Financial Year **2019-2020** (Annexure 'A' 'B' & 'C'). The goods must be supplied as per terms and conditions given below. Detailed list of items may be obtained from the undersigned between 10.30 am to 4.30 pm on working day.

- | | |
|---------------------------------------|--------------------------|
| 1. Miscellaneous Items | List as per Annexure 'A' |
| 2. Stationery items/Photocopier Toner | List as per Annexure 'B' |
| 3. IT item | List as per Annexure 'C' |

Terms and conditions:-

1. The sealed quotations marked clearly on top "Tender for Office Utility Articles" may be addressed to the Assistant Commissioner, Customs Division, Guwahati (By name), Nilamoni Phukan Path, Christianbasti, Guwahati, Pin-781 005, Assam. The sealed quotations should reach this office or must be dropped in the Tender Box latest by **1500 hrs. on 13.06.2019**. Tenders received after due date and time shall be summarily rejected.
2. Quotations without sample (where specified) and not as per brand will not be accepted.
3. Tenders shall be opened by Purchase Committee on the next working day. Bidders may send their representatives to be present when the tender is opened, if they so desire.
4. Assistant Commissioner, Customs Division, Guwahati has the right to cancel the quotation if goods supplied by them are not according to the tender.
5. The copy of documents regarding Govt. Registration, GST, etc. may be submitted alongwith the tender.
6. Supplier shall be responsible for supplying the goods at the price quoted within 15 days after receiving the supply order.
7. In case the first bidder is unable to supply the required items within a reasonable period of time, the same may be procured from the second lowest bidder and so on.
8. Spurious items shall be liable to be returned.
9. All approved rates shall be effective for a period of one year w.e.f the date of acceptance.
10. Supplier shall be responsible for supplying the goods at the price quoted during the whole period of contract i.e. one year.
11. The Assistant Commissioner, Customs Division, Guwahati reserves the right to accept or to reject any of the quotation(s) without assigning any reason.
12. No correspondence will be made with the unsuccessful tenderer.

Enclo.:- Annexure 'A' 'B' & 'C'

Sd/-

(संजीत कुमार/Sanjeet Kumar)

सहायक आयुक्त/Assistant Commissioner

C.NO.II(20)2/CUS/GAU/2018

Copy forwarded for information and necessary action to:-

Dated:- 21/5/19

1. PRO, Customs Division, Guwahati with request to put the notice at the office Notice Board.
2. Superintendent (Computer & Training), Customs Hqrs. Shillong with request to upload the Tender Notice to the Departmental Website.
3. The Director, Ministry of Micro Small & Medium Enterprise, Maniram Dewan Road, Bamunimaidam, Guwahati, Assam 781003.

संजीत कुमार
21/05/2019

(संजीत कुमार/Sanjeet Kumar)

सहायक आयुक्त/Assistant Commissioner

List of Misc. Items

(Rates should be inclusive of GST)

Annexure- A

Sl. No.	Items/Brand	Unit	Rate (In Rs.)	Remarks
1	2	3	4	5
1.	Battery Big (Eveready/Nippo)	Per No.		
2.	Battery Pencil (Eveready/Nippo)	Per no.		
3.	Bleaching Powder – 400 gms SURAKSHA/CROSS	Per Pkt		
4.	Bulb LED 9/15 Wt (Bajaj/Philips)	Per No.		
5.	Brasso 100ml	Per No.		
6.	Candle Stick Packet with sample	Per Pkt. (56 x 6 size)		
7.	Citronella Oil	Per 100gms bottle		
8.	Collin Glass cleaner-500ml(Collin)	Per Bottle		
9.	Cotton Thread (Modi)	Per roll (100gms each).		
10.	Ceiling Brush with handle	Per No.		
11.	Drinking Glass (Medium 104A) (Yera/Lazer)	Per No.		
12.	Drinking Glass Special Borosil	Per half dozen		
13.	Door Mat 48 ½ x 22 ½ inch (Big) Jute & Rubber	Per No.		
14.	Door Mat 18 x 24 inch (Jute & rubber)	Per No.		

List of Misc. Items

(Rates should be inclusive of GST)

Annexure- A

15.	Distilled water	Per bottle		
16.	Extension Cord (16 AMP) 5 Mtr.	Per No.	9x22 cm: 11X25 cm: 15x25 cm:	
17.	Electric Kettle (Prestige/Bajaj-1 ltr and 1.7 lt)	Per No. Plastic/Steel		
18.	Floor Mopper (Cotton) with handle	Per No.	9x22 cm: 11X25 cm: 15x25 cm:	
19.	Floor Wiper with handle	Per no.		
20.	Flag Rope (Cotton)	Per kg		
21.	Iron Brush for wall cleaning	Per no.		
22.	Lock & Key (Link) 70MM:	Per No.		
23.	Liquid Hand Wash 250ml Dettol/Lifebouy)	Per no.		
24.	Match Box	Per Pkt/Per Doz.		
25.	Markin Cloth (White) (1.5 width) with sample	Per Mtr.		
26.	Markin Cloth (Red) (1.5 width) with sample	Per Mtr.		
27.	Mosquito Coil-10 coils	Per Pkt.		
28.	Mosquito Repellent Machine (Allout/Good Night)	Per No.		

29.	Mosquito Repellent Liquid Refill (Allout/Good Night) 45 Nights	Per No.		
30.	Napthalene Ball (100 gms)	Per kg.		
31.	National Flag 6ft x 4ft	Per no.		
32.	National Flag for Car	Per no.		
33.	Odonil with Hanger	Per Pkt.		
34.	Plastic Bucket (Brite/Cello)	<u>Per No:</u> 10 ltrs: 16 ltrs:		
35.	Plastic Mug (Brite/Cello) Half Ltr.	Per No.		
36.	Plastic Packing Rope	Per Roll		
37.	Phenyl (Scented white-500 ml) with sample	Per bottle		
38.	Plier	Per No.		
39.	Phenyl (Black) 500 ml. with sample	Per bottle		
40.	Room Freshner -150mg (Rose/Rajnigandha/Jasmine)	Per bottle		
41.	Sutalee (Jute Twine)	Per Kg.		
42.	Surf	Per kg.		
43.	Torch Light (3 Cell) Eveready (LED)	Per No.		
44.	Toilet Soap - (100gms) (Dettol/Cinthol/Lifebouy)	Per no.		
45.	Toilet Cleaner (Harpic/Sani Fresh) - 500ml	Per Bottle		

List of Misc. Items

(Rates should be inclusive of GST)

Annexure- A

46.	Toilet Cleaning Brush	Per no.		
47.	Toilet Paper Roll	Per Roll.		
48.	Towel (26x 50") (Good quality- Big)	Per No.		
49.	Towel Big for VIP	Per No.		
50.	Hand Towel	Per no.		
51.	Towel small	Per No.		
52.	Tea Cup Set (Pack of 6 Cup & 6 Saucer) Good quality	Per set		
53.	Tube Light LED (Bajaj/Phillip) 18/20 watt	Per No.		
54.	Table Top Glass	Per Sq.ft. with finishing		
55.	Wall Clock (Ajanta/Samay)	Per No.		
56.	Waste Paper Basket BIG	Per No.		

List of Stationery Items

(Rates should be inclusive of GST)

Annexure- B

Sl. No.	Items/Brand	Unit	Rate (In Rs.)	Remarks
1	2	3	4	5
1.	Arch File Ambassador/Rexine Quality - Legal size	Per No.		
2.	Alpin (King)	Per Box		
3.	Ball pen (Maxwriter/Cello)	Per No.		
4.	Brown/White Tape 2" " (Kores/ 3M) small spool	Per No.		
5.	Carbon (Kores) ½ DFC (Blue/black-file size)	Per No.		
6.	Calculator 12 Digit (Big) Casio	Per No.		
7.	Cello Tape 1" (Corporate/3M) Small Spool	Per No.		
8.	Cello Tape ½" (Corporate/3M) Small Spool	Per No.		
9.	Conference File	Per No.		
10.	Correction Pen Camlin/Fabercastle (quick dry)	Per No.		
11.	Court Cartridge Paper	Per Ream		
12.	Dak pad Single Clip folder	Per No.		
13.	Envelope cloth (19x25 cm) with sample	Per 100 nos.		
14.	Envelope cloth (15x25 cm) with sample	Per 100 nos.		
15.	Envelope Cloth (30x40 cm with sample	Per 100 nos.		
16.	Envelope Plain Brown (as per size) with sample	Per 100 nos	9x22 cm: 11X25 cm: 15x25 cm:	
17.	Envelope Cloth file size (16x12 with sample	Per 100 nos		
18.	Envelope Laminated with sample	Per 100 nos	9x22 cm: 11X25 cm: 15x25 cm:	
19.	Envelope Laminated File Size with sample	Per 100 nos.		
20.	Eraser for pencil Non-dust	Per No.		
21.	FC Paper	Per Ream		
22.	File Binder (Cloth-good quality)	Per 100		
23.	File Cover with printing Bilingual	Per 100 Nos.		
24.	File Tag Good quality	Per 1000		

List of Stationery Items

(Rates should be inclusive of GST)

Annexure- B

25.	Four fold file cover A4 size	Per No.	
26.	Four fold file cover Legal size	Per No.	
27.	Glue Stick 15 gm Fevistick/Corporate/Kores/Fabercastle)	Per No.	
28.	Gum Bottle 700 ml	Per No.	
29.	Gum Tube 20ml	Per No.	
30.	Highlighting Pen Yellow/Green	Per No.	
31.	Hi-tech Pen 0.5 (Luxor)	Per No.	
32.	Hi-tech Pen V-5 (Luxor)	Per No.	
33.	JMS Clip Plastic coated 28 mm	Per pkt.	
34.	Knife (Paper Cutter) Big Size	Per No.	
35.	Log Book for Vehicles	Per No.	
36.	Lead Seal (Round)	Per kg	
37.	Lead Seal (Square)	Per kg	
38.	Lead Wire Coil	Per Coil	
39.	Marker Pen	Per No.	
40.	Note Sheet Pad	Per Pad	
41.	Noting pad/Slip pad no.33	Per Pad	
42.	OHP 005 Marker Pen	Per No.	
43.	Pencil	Per No.	
44.	Page Marker (20mmx50mm) - 40pages (Desmet/InfinityCorporate)	Per pkt.	
45.	Paper Weight	Per No.	
46.	Pencil Sharpener (Natraj)	Per no.	
47.	Peon Book	Per no.	
48.	Pen Stand	Per No.	
49.	Plastic scale 1 ft (Natraj/Kores)	Per no.	
50.	Poker	Per No.	
51.	Plastic scale 2 ft (Natraj/Kores)	Per no.	
52.	Punching Machine (big - double)(Kangaroo/Kores)	Per no.	
53.	Punching Machine (Small - single) (Kangaroo/Kores)	Per no.	
54.	Register No.06 (Diplomat/Ambassador/Neelgagan)	Per no.	

List of Stationery Items

(Rates should be inclusive of GST)

Annexure- AB

55.	Register No.08 (Diplomat/Ambassador/Neelgagan)	Per no.	
56.	Register No.10 (Diplomat/Ambassador/Neelgagan)	Per no.	
57.	Register No.12 (Diplomat/Ambassador/Neelgagan)	Per no.	
58.	Register No.16 (Diplomat/Ambassador/Neelgagan)	Per no.	
59.	Register No.20 (Diplomat/Ambassador/Neelgagan)	Per no.	
60.	Register No.24 (Diplomat/Ambassador/Neelgagan)	Per no.	
61.	Rubber Stamp/Seals Polymer Stamp (Hindi/English)/Self Inking	Per Line	Polymer: Self Inking:
62.	Scissors 6" (Kangaroo/Camlin)	Per no.	
63.	Scissors 8" (Kangaroo/Camlin)	Per no.	
64.	Sealing Wax (Gripex-original) Round	Per No.	
65.	Signature pad, Double clip- (Corporate) (Plastic)	Per No.	
66.	Stick file (A4 size) Good quality	Per No.	
67.	Stick file (FS size) Good Quality	Per No.	
68.	Sketch pen (Luxor/Pikpen)	Per pkt.	
69.	Stamp Pad (Big) (Faber Castel/Camlin)	Per No.	
70.	Stamp Pad Ink 60 ml (Gripex/Kores)	Per bottle	
71.	Stapler Machine (Big) Kangaroo	Per No.	
72.	Stapler Machine (small) Kangaroo	Per No.	
73.	Stapler Pin (Big) No. 24 Kangaroo	Per pkt.	
74.	Stapler Pin (small) No. 10 Kangaroo	Per pkt.	
75.	Toner for Photocopier machine Toshiba 18	Per No.	
76.	Toner for Photocopier machine Toshiba e-studio 2303	Per No.	
77.	Xerox (FS) (JK 75gsm-500 sheets)	Per Ream	
78.	Xerox paper (A4 size) (JK 75gsm-500 sheets)	Per Ream	
79.	Xerox paper (A4 size) (JK 70 gsm-500 sheets)	Per Ream	

List of IT Items

(Rates should be inclusive of GST)

Annexure- C

Sl. No.	Items/Brand	Unit	Rate (In Rs.)		Remarks
			Compatible	OEM (Original Equipment Manufacturer)	
1	2	3	4	5	6
1.	Computer Printer Cartridge Cannon 326	Per No.			
2.	Computer Printer Cartridge Cannon 912	Per No.			
3.	Computer Printer Cartridge Cannon 925	Per No.			
4.	Computer Printer Cartridge Laxmark MS310	Per No.			
5.	Computer Printer Cartridge Cannon 303	Per No.			
6.	Computer Printer Cartridge HP-678	Per No.			
7.	Computer Printer Cartridge HP-678 Tri-colour	Per No.			
8.	Computer Printer Cartridge HP-680	Per No.			
9.	Computer Printer Cartridge HP-680 Tri-colour	Per No.			
10.	Computer Printer Cartridge HP-88A	Per No.			
11.	Computer Printer Cartridge HP-802	Per No.			
12.	Computer Printer Cartridge HP-802 Colour	Per No.			
13.	Computer Printer Cartridge Samsung ML-2010	Per No.			
14.	Computer Printer Cartridge - HP 78A	Per No.			

List of IT Items

(Rates should be inclusive of GST)

Annexure- C

15.	Computer Printer Cartridge - HP 30A	Per No.			
16.	Computer Printer Cartridge - HP 18A	Per No.			
17.	Sony CD RW	Per packet			
18.	UPS 600/700VA	Per No.			
19.	USB Card (Multi port)	Per No.			
20.	Computer Key Board Samusung/HCL/LG	Per No.			
21.	Computer Mouse	Per No.			
22.	Pen Drive 16GB/32GB	16GB - Per No.			
		32 GB - Per No.			
23.	Anti-Virus (Internet Security)	1 year subscription -			
		3 years subscription-			
24.	USB wi-fi Device (Adopter)	Per No.			