

**OFFICE OF  
THE SUPERINTENDENT**



Central State Welfare Home, Berhampore  
Station Road, Swarnamoyee  
P.O: Berhampore  
Dist: Murshidabad  
PIN: 742101, West Bengal  
Phone: (03482) 259917  
e-mail: cswhome.murshidabad@gmail.com

Memo no : 110 / CSWH

Dated : 31.05.2018

**TENDER NOTICE**

Filled in 'TENDER PAPERS' in sealed envelope marked as "TENDER FOR SUPPLY OF DIETARY & MISCELLANEOUS ARTICLES" are invited from bona fide suppliers for supply of dietary & miscellaneous articles to the Central State Welfare Home, Berhampore, Murshidabad for the period from 01.07.2018 to 31.12.2018. The sanctioned intake of this Home is 150 boys. Present strength of this Home is 123. This strength may increase in future. In the matter of submission of tender the following terms and conditions may be carefully noticed:

**TERMS & CONDITIONS FOR SUBMITTING TENDER**

1. Each tenderer should submit the Earnest Money in **BANK DRAFT and/or N.S.C.** amounting to Rs. **10000.00** ( Rupees:- Ten Thousand ) only pledging in favour of the "**DISTRICT MASS EDUCATION EXTENSION OFFICER, MURSHIDABAD**"
2. **Tender Papers** must be submitted along with the **photocopy** of latest documents.
  - (i) **INCOME TAX Return Certificate (for last FY i.e. 2017-18).**
  - (ii) **Certificate of Registration of GST**
  - (iii) **PAN Card.**
  - (iv) **Professional tax clearance certificate.**
  - (v) **Trade License.**
  - (vi) **Food License.**
  - (vii) **Credential Certificate (Does not need for the running Suppliers).**

**Copy of all the above should be duly self attested and annexed.**
3. 'Tender Form' will be available from the Office of the **Superintendent, Central State Welfare Home, Berhampore** on working days from 10.00 am to 2.00 pm from 04/06/2018 to 14/06/2018.
4. The tender Form duly filled in & covered by sealed envelopes will be dropped in the Tender Box at the office the **Superintendent, Central State Welfare Home, Berhampore during office hours** from 06/06/2018 to 14/06/2018 up to 4.00 pm
5. The **TENDER** will be opened at 12.00 pm on 15/06/2018, Friday, at the Office the **Superintendent, Central State Welfare Home, Berhampore.**
6. **Rate should be quoted on single item including vegetables and spices, including all taxes like GST, IT etc. and/or charges like delivery charges, or other incidental charges, etc.**
7. The rate for the each item will be accepted as 'single item wise' and also vegetables and spices will be accepted as 'single item wise'.
8. **Sample/s of the item/s as marked in the Tender Form** must be supplied along with the tender **in separate envelope** to be submitted within 14/06/2018 up to 4.00 p.m.
9. The name and address along with telephone no. & mobile no. of the Tenderer(s) and or, their partner/s, if any, should invariably be quoted in the tender. **The Tenderers must have an office within 5 k.m. radius** of the campus of the CSW Home, Berhampore so that they may easily be available as and when necessary.

10. No alteration or modification of the original rate quoted in Tender once will be entertained. No plea of ignorance in terms of the rate or, Specification in terms of the Tender will be entertained once the tender is submitted.
11. If any quotation is not found with in conformity with the specification desired against the articles or, the rate quoted thereof seems to be unsuitable, the Chairman of the tender committee and/or the undersigned may accept any rate quoted by any party for supply of the articles of any specification appearing suitable and reasonable to the committee.
12. No conditional rate will be considered. Quoted rates should be on the basis of coming next six month possible market price, which may vary from time to time during tender period.
13. **In case of price hike in any time, under no circumstances any appeal / prayer for consideration of rate of the article in increased rate will not be entertained during the tenure of the tender**
14. The Chairman of this Tender committee i.e. District Mass Education Extension Officer, Murshidabad reserves the right to reject partially or fully all the tender without showing any reasons or any notice whatsoever in any stage in tender period
15. Quoting absurdly high or low rate in the opinion of the tender committee, with the intension to vitiate the tender process if proved later on, penal action shall be drawn against the tenderer /cooperative society/firm/company as may be deemed fit by tender rules & regulation act.
16. The Tender Committee does not bind themselves to accept the lowest rate. The committee has the right to accept or to reject any rate or, any tender, showing no reason or, notice for the acceptance or, rejection thereof. The undersigned also reserves the right to reduce the quantity of any item/s to be supplied by the tenderer/s to any extend, or to increase the same upto a limit of 30% in each case
17. **The decision of the tender committee is final.**
18. **After the Tender Meeting a list of Successful tenderers will be put up in the notice Board of the said office.**
19. The successful Tenderers will have to deposit a **SECURITY MONEY equal to 5% of the total value of the accepted rate.** The deposit may be made within 7 ( seven ) days from the date of receipt of the Acceptance letters, **failing which the EARNEST MONEY will be forfeited** and the tender may be ignored also.
20. **The specification against each of the items as noted in the Tender Form must be fulfilled.**
21. **Orders for supply of the article/s to the CSW Home, Berhampore will be placed by the Superintendent / Assistant Superintendent concerned** according to their daily requirement.
22. Order should be collected daily from the office of the Superintendent of the CSW Home, Berhampore concerned by successful tenderer.
23. **Non-Perishable Articles may be supplied, in a bulk, for months consumption at a time** according to the requisition of the Superintendent concerned. **Perishable articles are to be supplied daily.** The suppliers must attend Home daily between 1.00 p.m. to 2.00 p.m. positively.
24. **In the event of failure to supply the required article/s on the part of the selected Tenderer to supply regularly, the Superintendent concerned has the right to make the purchase from any person or, Tenderer or, from the market** in the interest of smooth functioning of the concerned Home and the additional cost for urgent collection from any person /tenderer / local market if charged, may be deducted from the Tenderer failed to supply. **The additional cost will be deducted from the Tenderers pending bills.**
25. **Superintendent, Central State Welfare Home, Berhampore** reserves the right to purchase any item of the schedule at the approved rate from any outsider (Non-Tenderer) during the tender period in case of emergency, if the tenderer fails to supply such items.
26. **Superintendent, Central State Welfare Home, Berhampore** reserves the right to procure any item, of the tender directly from a State/Central Govt. under taking even if a tender for the same has been offered / accepted.

27. The successful tenderers, after collecting the Acceptance Letters will have to sign an Agreement on a Non Judicial Stamp Paper of Rs. 10.00 ( Ten ) only.
28. If any debate arises from time to time in any issue, on which decision is not arrived in the light of the above terms and conditions in Sl. Nos. 01 to 27. spot decision is final, if referred to the Chairman of this Tender committee i.e. District Mass Education Extension Officer, Murshidabad.

**Convener  
&  
Superintendent  
Central State Welfare Home  
Berhampore, Murshidabad.**

Memo no : 110/1(16)/ CSWH

Berhampore, Dated :- 31.05.2018

Copy forwarded for kind information with the request for taking necessary action for wide publicity to :

01. Sabhadhipati, Murshidabad Zilla Parishad, Berhampore.
02. Register of Co-operative societies, West Bengal, New Secretariat Building, (4<sup>th</sup> floor) Kiran Sankar Roy Road, Kolkata 700001.
03. Director of Mass Education Extension, West Bengal
04. District Magistrate, Murshidabad.
05. Superintendents of Police, Murshidabad.
06. Additional District Magistrate (Z P ) Murshidabad.
07. Sub-Divisional Officer, Berhampore (Sadar ) Murshidabad.
08. Asst. Director, Agriculture Marketing (Administrative ).with a request to quote market rate.
09. District Mass Education Extension Officer, Murshidabad.
10. Chairman, Berhampore Municipality.
11. Block Development Officer, Berhampore Block.
12. Inspector-In-Charge, Berhampore Police Station.
13. Asst. Superintendent, CSW Home, Berhampore,
14. Establishment section, CSW Home, Berhampore.
15. D.I.O.National Informatics Centre, (nic) With a request to upload the tender notice for wide circulation in the official website of District Magistrate, Murshidabad.
16. Notice Board of this Establishment

**Convener  
&  
Superintendent  
Central State Welfare Home  
Berhampore, Murshidabad.**

I/We agree to abide by the above terms and conditions.

**Signature of the Tenderer  
With Date and Seal**

**TENDER FOR SUPPLY OF DIETARY & MISCELLANEOUS ARTICLES FOR C.S.W. HOME,  
BERHAMPORE, MURSHIDABAD**

**To**  
**The Superintendent**  
**Central State Welfare Home**  
**Berhampore, Murshidabad**

Sir,  
I,(Name).....proprietor of .....  
Vill-.....PO-.....Mobile No-..... , am submitting herewith  
the Tender rates for the **DIETARY & MISCELLANEOUS ARTICLES** of the C.S.W. Home,  
Berhampore during the period from 01/07/2018 to 31/12/2018 abiding by the prescribed terms  
and conditions vide this office Tender notice no : 110/ CSWH. dated:- 31.05.2018.

**Tender Form**

<b>The Rates of Following Articles will be accepted Single item wise (i.e. individual article).</b>			
<b>Sl no.</b>	<b>Name of Articles</b>	<b>Rate to be offered on.</b>	<b>Rate quoted. Unit must be mentioned</b>
1.	Minikit Boiled Rice (fine, free from stone & dust) <b>(Sample Required)</b>	Per kg.	
2.	IR-36, Boiled Rice.( fine, free from stone & dust) <b>(Sample Required)</b>	Per kg.	
3.	Govinda Bhog Rice <b>(Sample Required)</b>	Per kg.	
4.	Musur Dal <b>(Sample Required)</b>	Per kg.	
5.	Mustard oil (Dhara )	Per kg	
6.	Soyabean ( Nutrela )	Per kg	
7.	Muri <b>(Sample Required)</b>	Per kg.	
8.	Bread (Local brand) Quarter/pc.	Per kg.	
9.	Cake (Bapuji )	Per piece	

10	Marry Gold Biscuit (Bisk farm brand )	Per kg.	
11.	Badam Bhaja ( without peel, salted & sand fried )	Per kg.	
12.	Chanachur (Siddheswari)	Per kg.	
13.	Jam (Kissan brand ) Mixed fruits.	Per kg.	
14.	Milk ( Bhagirathi )	Per ltr.	
15.	Laugence ( Pulse )	Per kg.	
16.	Sugar <b>(Sample Required)</b>	Per kg.	
17.	Rassogola	Per piece	
18.	Singara	Per piece	
19	Matar (Gota) <b>(Sample Required)</b>	Per kg.	
20.	Chhola <b>(Sample Required)</b>	Per kg.	
21.	Chicken ( dressed ) ( 1.5kg/ Hen, মুরগী ) To be cut at Home	Per kg.	
22.	Ruhi ( Above 1kg. size ) dressed without head & intestine	Per kg.	
23.	Poultry egg (Big Size)	Per piece	
24..	Singapuri Banana ( 100 gm / pieces )	Per piece	
25	Potato ( jyoti ) above 100gm pcs.	Per kg.	
26.	Onion (medium size)	Per kg.	
27.	Garlic	Per kg.	
28.	Ginger	Per kg.	
29.	Green chilly	Per kg.	
30.	Karala	Per kg.	
31.	Ladys finger	Per kg.	
32.	Gourd (লাউ)	Per kg.	
33.	Pumkin (মিষ্টিকুমড়ো)	Per kg.	
34.	Patal	Per kg.	
35.	Barbati	Per kg.	

36.	Lal shank	Per kg.	
37.	Puin shank	Per kg.	
38.	Jhinga	Per kg.	
39.	Chal kumra (Ass gourd)	Per kg.	
40.	Brinjal (বেগুন)	Per kg.	
41.	Cauli flour (ফুলকপি)	Per kg.	
42.	Cabbage (বাঁধাকপি)	Per kg.	
43.	Seem	Per kg.	
44.	Beans	Per kg.	
45.	Tomato	Per kg.	
46.	Green papaw	Per kg.	
47.	Green Banana (LyjQjLmj)	Per kg.	
48.	Cucumber (শসা)( 150 gm / pieces)	Per kg	
49.	Spinach (গালং শাক)	Per Kg	
50.	Katoa data Saak (কাটয়া ডাটা)	Per Kg	
51.	Dust Turmeric ( Sunrise ) 50 gram pouch pack	Per kg.	
52.	Dust Jeera (Sunrise)50 gram pouch pack	Per kg.	
53.	Panchforan ( Sunrise ) 50 gram pouch pack	Per kg.	
54.	Salt (Tata) 1kg pack	Per kg.	
55.	Dry Chilly (Gota) <b>(Sample Required)</b>	Per kg.	
56.	Dry Chilly Powder ( Sunrise ) 50 gram pouch pack	Per kg.	
57.	Garam Masala (Dust) ( Sunrise) 50 gram pouch pack	Per kg.	
58.	Chicken Masala ( Sunrise ) 50 gram pouch pack	Per kg	
59.	Dhaniya (Dust) ( Sunrise ) 50 gram pouch pack	Per kg.	
60.	Poppy Seed ( পোস্ত ) (J.K.)	Per kg.	
61.	Gota Jeera (গোটা জিরা) ( Sunrise ) 50 gram pouch pack	Per kg.	

62.	Ramkrishna Chira Badam ( MRP Rs.5.00)	Per piece	
63.	Good day Biscuit pouch pack ( MRP Rs.5.00)	Per piece	
64.	Good day Cup cake Pouch Pack ( MRP Rs.5.00)	Per piece	
65.	Colgate toothpaste 50 gm Tube	Per piece	
66.	Colgate Tooth brush medium size	Per piece	
67.	Lifebuoy soap 125 gm /pcs	Per piece	
68.	Dove soap MRP . 10	Per piece	
69.	Sunlight Bar 150 gm / piece	Per piece	
70.	Nihar Coconut Oil 50 gm bottle	Per piece	
71.	Dove Sampoo Pouch Rs. 3.00	Per piece	
72.	Amulspray ( Milk Powder)	Per kg	
73.	Boroline MRP 22.00	Per piece	

**Date:** .....

**Place:** .....

**Signature**

**With Seal of the Tenderer**