

**BIHAR GOVERNMENT**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
**(DISASTER MANAGEMENT DEPARTMENT)**  
**2nd Floor, Pant Bhawan, Patna - 800001**  
**Phone No. - 0612-2522082. Fax NO.- 0612-2522311**  
**(Website - [www.bsDMA.org](http://www.bsDMA.org))**

**(Rate Tender Notice)**

This Rate Tender Notice and Call For Proposal is issued by the BIHAR STATE DISASTER MANAGEMENT AUTHORITY (BSDMA) to obtain proposals from reputed and registered Agency/Firms to enter into a contract for supplying different goods, articles, stationary items etc in the Financial Year 2017-18.

BSDMA is regularly requiring different goods/articles/stationeries for office purpose. The list of goods, articles, stationaries is undernoted:-

Sl.No.	Goods/Article/Stationaries	Rate	
1	Fly leaf (with name and logo)		
2	Mosquito Machine (All out Max/Good night)		
3	Signature pad (Priya/ Monaf)		
4	Short hand Note pad (Monaf/Azad)		
5	Stapler (Big size) Kangaroo		
6	Stapler (Small size) Kangaroo		
7	Stapler (Big size) Kangaroo		
8	Stapler (Pin Small) Kangaroo		
9	Stapler (Pin large) Kangaroo		
10	Door Mate		
11	Extension Cod (Orpat/Anchor)		
12	Plastic Folder (With Button) cello		
13	Plastic Folder (L) cello		
14	Plastic Folder (stick) cello		
15	Plastic Folder (Ring) cello		
16	Stamp pad (Camlin, fabric coastal )		
17	Black Hit spray		
18	Blank CD (Mosarbeer/Sony )		
19	Blank DVD (Mosarbeer/Sony )		
20	CD Mailer		
21	Card Holder (Milan)		
22	Camlin Glue (Fevi Gum/Fevi Stick)		
23	Guard File (Milan/Cello)		
24	Century A4 Size Paper		
25	Century A3 Size Paper		
26	Log Book/Log Book Assistant (Milan/Azad)		
27	Vehicle Log Book (Milan/Azad)		
28	Pencil HB (Camel/Feveric/Costal)		
29	Flat File (Milan/Azad)		
30	Board File (Milan/Azad)		
31	Pen (Agni gel)		
32	Pen Gel (Rotomac/Renalds/Adjel)		
33	Gel Refil (Rotomac/Renalds/Adjel)		
34	Pen jetter Rotomad/Renalds)		

35	Pen Trimax (Ronalds)		
36	Pen Pilot		
37	Pen Marker		
38	Refil Trimax		
39	Refil Pilot		
40	Refil Parker		
41	Marker Thick (Camlin/Faveric Crastel)		
42	Marker Thin (Camlin/Faveric Crastel)		
43	Marker Permanent(Camlin/Faveric Crastel)		
44	Rubber/{Eraser (Camlin/Faveric Crastel)}		
45	Cutter/Sharpener (Camlin/Faveric Crastel)		
46	Fancy Register 4 Jista (Milan/Classmate/Camlin)		
47	Fancy Register 2 Jista (Milan/Classmate/Camlin)		
48	Issue/Dispatch Register(Milan/Classmate/Camlin)		
49	Peon Book(Milan/Classmate/Camlin)		
50	Sketch Pen (Camlin/Faveric Crastel)		
51	Gems Pin (Kangaroo)		
52	Tee Pin (Kangaroo)		
53	Spiral notepad (Times/ Matrix)		
54	Tea Coaster (Lapola/Cello/Milton)		
55	Pen drive 8GB (Sony/HP)		
56	Pen drive 16GB (Sony/HP)		
57	Pen drive 32GB (Sony/HP)		
58	Cartridge (HP Laser jet 1020) Black		
59	Cartridge (HP Laser jet 1020) Colour		
60	Cartridge (Canon Laser jet 1020) Black/Colour		
61	Fevi Stick (large)		
62	Pen Tabler (Cello/Mitan)		
63	Pen Stand (Cello/Audi)		
64	Pin cushion (Cello/Audi)		
65	Dust bin big (Cello/Nil kamal)		
66	Dust bin (Cello/Nil kamal)		
67	Dust bin (Cello/Nil kamal)		
68	Calculator 10digit (Orpat /Citizen)		
69	Calculator 12digit (Orpat /Citizen)		
70	Calculator 14digit (Orpat /Citizen)		
71	Scale 1ft Steel/Camlin/fevoric/castle		
72	Scale 1ft Plastic/Camlin/fevoric/castle		
73	Colour Flag (large)		
74	Colour Flag (Small)		
75	Towel Big /Small-Bombay Dyeing		
76	Towel Car/Safari-Bombay Dyeing		
77	Whitener(Camlin)		
78	High lighter (Camlin/fevoric/castle)		
79	Room Spray		
80	Punching Machine one hole Kangaroo		
81	Punching Machine two hole Kangaroo		
82	Duster Thick		
83	Duster Thin		
84	Brown Tape 1" (Cello)		
85	Brown Tape 2" (Cello)		

86	Brown Tape 4" (Cello)		
87	Cello Tape 2" (Cello)		
88	Cello Tape 4" (Cello)		
89	Glass Era		
90	Glass Fancy (Luopcla)		
91	Cup Pate		
92	Fancy Cup Plate(Luopcla)		
93	Room Brush (Thakral)		
94	Surf Wheel		
95	Odonil Big		
96	Odonil Small		
97	Hand wash (Dettol/Life boy)		
98	Hand wash refill (Dettol/Life boy)		
99	Floor Cleaner		
100	Naphthalene ball		
101	Lizole		
102	Scatch brite		
103	Acid (Hans)		
104	Harpic		
105	Life boy small		
106	Collins spray for glass		
107	wiper		
108	Bucket (Cello)		
109	Vim Powder		
110	Scented phenyl (Eagel)		
111	Mosquito Refill (All out/ Good Night)		
112	Pencil Batter AA Eveready		
113	Pencil Batter AAA Eveready		
114	Tea Red Label/Green label/Tata gold		
115	Sugar		
116	Milk powder (Amulya/Everyday )		
117	Tea bag (Tulsi/Lemon/Green Tetany liptin)		
118	Tea bag Taj Mahal		
119	Permanent Marker		

### **Requisite eligibilities of the Agency/ Firm**

#### **Eligibility Criteria & Conditions -**

1. The agency should be registered under VAT and Income Tax. The agency should file returns for last 3 years.
2. The agency should have experience of working in the relevant area for a minimum of 3 years as on 31st March, 2017.
3. The agency must not be blacklisted by State/Central Govt. Deptt. or anyother govt. bodies. An affidavit to this effect shall be furnished by the bidder with the bid document.
4. The agency should not have been penalized for delay in completion of work.
5. The contract may be terminated with one month notice subject to delay/ unsatisfactory performance in the work. In such case the work shall be allotted to next suitable bidder after deducting the cost/expense from the former one.
6. Contract document with the successful bidder shall be executed within 21 days of the issue of the letter of acceptance. Non fulfilment of this condition of executing a contract

- by the contractor or supplier would constitute sufficient ground for annulment of the award and forfeiture of Earnest Money Deposit.
- 7. BSDMA has right to reject the supply of goods which do not conform to the specification.
- 8. BSDMA shall penalize @Rs. 500/- per day on any lapses in service .
- 9. Applicant shall submit financial proposal in a sealed envelope clearing indicating its name and contact details with address phone Mo. and E-mail ID.

**10. Bid security :-** The bid security of Rs 5,000/- shall be accepted in the form of Account Payee Demand Draft/ Fixed Deposit Receipt/Banker's Cheque or Bank Guarantee from any of the Notionalised banks payable to Secretary, BSDMA in an acceptable form. Bid security of the unsuccessful bidders shall be returned to them after expiry of the final bid validity latest on or before the 30th day after the award of the contract.

**Note :-**

- i The Rate Tender Notice is illustrative in nature and all narrations are intended to be used by the applicant as a preliminary background explanation. This does not necessarily contain all relevant information and the BSDMA reserves the right to amend its requirements or the information contained in this notice at any time during the selection process. Rate contract shall be valid for 2017-18/2018-19.
- ii The submission of bid document by bidder confirms the acceptance of all terms and conditions of this notice.
- iii Only bid document submitted strictly in accordance with this notice or as may be required by the BSDMA, will be considered as valid proposals.
- iv This notice is not a work order. A separate work order will be issued only after the selection of the preferred bidder (s).
- v All information supplied by the BSDMA in connection with this notice shall be treated as confidential.
- vi Payment after deducting applicable taxes as shall be made on completion of the work to the best satisfaction of BSDMA.

**Mandatory list of documents to be attached in Technical proposal**

- 1. VAT & Income Tax Return filed for the last 3 Years.
- 2. A copy of valid registration, if any with other Deptt./Organization.
- 3. List and profile of office bearers, staff, experts with qualification, experience and assigned functions.
- 4. A short write up about the Agency.

**Last Date for submission of Bid Document :**


The bid (as stated above) in a envelope must reach the office of BSDMA on or before 30-06-2017 latest by 05:00 PM on any working day. The complete document should be sent by courier/registered post/speed post to Secretary, Bihar State Disaster Management Authority (BSDMA), 2nd Floor, Pant Bhawan, Bailey Road, Patna- 800001. Phone No.- 0612-2522032.

The Technical bid/Financial bid will be opened on 05-07-2017 at 12:00 noon by the competent authority at BSDMA. The applicant agencies, if interested, can remain present at time of opening of proposals. The proposal will be opened and basic eligibility criteria (including list of mandatory documents), shall be scrutinized as per instructions given in this documents.

**Right to accept any bid, and to reject any or all bids :**

BSDMA reserves the right to accept any bid, and to annul the Tender Process and reject any or all bids at any time prior to award of work, without thereby incurring any liability to the affected agency or any obligation to inform the affected agency of the grounds for its action.

For any further details, the interested parties/agencies may visit the BSDMA website : [www.bsdma.org](http://www.bsdma.org) or visit the office/ or contact the Secretary, BSDMA during any working day.

  
(Sanwar Bharti)  
Secretary,  
BSDMA