



National Institute of Homoeopathy
(An Autonomous Institute under the Ministry of AYUSH) Govt. of India
Block-GE, Sector-III, Salt Lake, Kolkata 700 106.
Ph.: 033-2337-0969/70, Fax: 033-2337-5295
Website: www.nih.nic.in E-mail: admin@nih.nic.in

Tender Notice for supplying of A5 Paper (yellow)

Tender Notice No. 03/10-2/NIH/MISC/2011/410-419

Date: 21/06 /2019

Last date for Submission of Bid: 15/07/2019

Sub: **Submission of sealed Quotation.**

Sir,

You are requested to participate by submitting the sealed quotation for supplying of the below mentioned items. Quotation should be **submitted on or before 15/07/2019**, duly superscribing the envelope with *tender no.* and *date of opening*. Quotation will be opened on next working day. Quotation received after last date & time of submission will neither be entertained nor be returned. Further for query, if any, may be clarified from this office on Monday to Friday between 11:00 hrs to 16:00 hrs.

The bids must remain valid for the period of 90 days and the bidders are required to submit 2% of total quoted amount towards 'BID SECURITY' as Earnest Money Deposit (EMD). Unsuccessful bidder's EMD will be returned to them without any interest, after 30 days of opening of bid. Successful bidder's EMD will be returned without any interest, after receipt of performance security money (PSM). Successful bidder has to deposit 5% of total order amount towards 'SECURITY DEPOSIT' as PSM and the same will be returned without interest after 30days from the successfully supplying of items. Both EMD & PSM are to be submitted in the form of Demand Draft(s)(DD) in favour of **Director, National Institute of Homoeopathy** payable at **Kolkata** drawn on any nationalised bank. Unsuccessful bidder's EMD and successful bidder's PSM will be returned on the basis of request letter for returning.

Sl. No.	Name of the items	Unit	Qty.
1.	A5 Paper (yellow) 75 GSM Branded	Ream	250

Your offer should contain the following information

- *GST should be mentioned separately and clearly and as per Govt. Tax Rules.*
- *Quantity/ Trade Discount if any.*
- *Delivery Period.*
- *Terms of Payment.*
- *Mode of Dispatch.*

Sd-
Director I/C