



**GOVERNMENT OF WEST BENGAL,**  
**OFFICE OF THE SUPERINTENDENT OF POLICE, PASCHIM MEDINIPUR.**  
**MIDNAPORE, DIST-PASCHIM MEDINIPUR, PIN-721101.**

Phone :: (03222) 263529.  
E-mail :: sppaschimmedinipur@gmail.com

**NOTICE INVITING e-TENDER**

NIT NO. SP/WESTMDP/NIT04/2025-2026

Dated: 23-04-2025

e-Tender is invited by the Office of the Superintendent of Police, Paschim Medinipur for **Supply of Printing & Stationery Articles/Items for the F.Y. 2025-2026 in Paschim Medinipur District** as mentioned in the table below from eligible, resourceful, bonafide and experienced firms/suppliers/vendors/manufacturers/companies/ authorized dealers or distributors/ traders/ individual contractors having sufficient credential and financial capability for execution of work of similar nature.

<b>Earnest Money deposit</b>	Rs. 40,000/- (Rupees Forty Thousand Only).
<b>Type of Bid</b>	Two Bid system (Technical & Financial Bid).
<b>Tender Opening Location</b>	Office of the Superintendent of Police, Paschim Medinipur, P.O. - Midnapore, P.S. - Kotwali, District – Paschim Medinipur, PIN - 721101 (W.B.)
<b>Contact Details</b>	Shri Vivakananda Malakar (Head Assistant) of Police Office, Paschim Medinipur, Mob. 7908799497 on any working day & during normal office hours (10.30 hrs. to 17.30 hrs.)
<b>E-mail id</b>	<b>sppaschimmedinipur@gmail.com</b>

The detailed e-tender document can be downloaded from <http://wbtenders.gov.in> Bidders have to submit their bid correctly duly digitally signed in this portal online. Necessary link may also be followed at District Police Official website.

<b>Sl. No.</b>	<b>Activity</b>	<b>Date &amp; Time</b>
1	<b>Publishing Date (online)</b>	23-04-2025 at 18.30 hrs.
2	<b>Document Download Start Date (online)</b>	23-04-2025 at 18.45 hrs.
3	<b>Bid submission start Date (online)</b>	23-04-2025 at 18.50 hrs.
4	<b>Bid submission closing Date (online)</b>	15-05-2025 at 18.30 hrs.
5	<b>Technical Bid opening Date</b>	20-05-2025 at 10.00 hrs.
6	<b>Date of submission of original print-out (hard copy) of bid Documents, duly signed by authorized signatory of the bidder in sealed cover, to the office</b>	19-05-2025 at 10.30 hrs.
7	<b>Uploading of final list of Technically qualified bidders</b>	To be notified later
8	<b>Financial Bid opening Date</b>	To be notified later

Intending Tenderers / Vendors desirous of participating in the tender have to log on to the website <http://wbtenders.gov.in> for the tender. The tender can be searched by typing **wbp.gov.in** of the search engine provided in the website.

Bidders willing to take part in the process of e-tendering are required to obtain Digital Signature Certificate (DSC) in the name of person who will sign the tender, from any authorized Certifying Authority (CA) under CCA, Govt. of India (viz. Safes crypt, e-Mudra). DSC is given as USB e-token. After obtaining the Class 3 Digital Signature Certificate (DSC) from the approved Certifying Authority they are required to register the fact of possessing the Digital Signature Certificates through the registration system available in the website.

Tenders are to be submitted online and intending bidders are to download the tender documents from the website sated above, directly with the help of the e-token provided. This is only mode of collection of tender documents, details of submission procedure are given in “**Instructions to Bidders**”.

Any subsequent notices/circulars/corrigendum related to this e-Tender shall be uploaded in the same portal as mentioned above. Bidders are requested to check the portal regularly for this purpose.

## **2. Instruction to Bidders -**

**Earnest Money:** EMD of **Rs. 40,000.00 (Rupees Forty Thousand only)** must be submitted through online. Online receipt and refund of EMD of e-procurement through State Government e-Procurement portal. The following procedure to be adopted for deposit of EMD/ Bid Security/ Tender Fees related to e-Procurement of the State Government departments.

### **1. Login by bidder : -**

- a) A bidder desirous of taking part in a tender invited by a State Government Office shall login to the e-Procurement portal of the Government of West Bengal <http://wbtenders.gov.in> using his login ID and password.
- b) He will select the tender to bid and initiate payment of pre-defined EMD / Tender Fees for that tender by selecting from either of the following payments modes:
  - i) Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway;
  - ii) RTGS/NEFT in case of offline payment through bank account in any Bank.

### **2. Payment procedure:**

#### **i) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway**

- a. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.
- b. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.
- c. Bidder will receive a confirmation message regarding success/failure of the transaction.
- d. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- e. If the transaction is failure, the bidder will again try for payment by going back to the first step.

#### **ii) Payment through RTGS/NEFT:**

- a. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.
- b. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

- c. Once payment is made, the bidder will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.
- d. If verification is successful, the fund will get credited to the respective Pooling account of the State Government maintained with the Focal Point Branch of ICICI Bank at R. N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.
- e. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.
- f. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

### 3. **Refund/Settlement Process:**

- i. After opening of the bids and technical evaluation of the same by the tender inviting authority through electronic processing in the e-Procurement portal of the State Government, the tender inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.
- ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the tender inviting authority.
- iii. Once the financial bid evaluation is electronically processed in the e-procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded, through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the tender inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.
- iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.

v. All refunds will be made mandatorily to the any A/C from which the payment of EMD & Tender Fees (if any) was initiated.

**3.2** Intending bidders desiring to participate in the tender are to log on to the website <https://wbtenders.gov.in> for the tender. The tender can be searched by typing Superintendent of Police, Paschim Medinipur in the search engine provided in the website.

- **Eligibility criteria for participation in tender-**

1. Both Technical Bid and Financial Bid are to be submitted online concurrently duly digitally signed in the website <http://wbtenders.gov.in> Submission of Technical Bid and Financial Bid should be done as per Time Schedule stated **from page no 02**.
2. The Financial Offer of the prospective tenderer will be considered only if the Technical Bid of the Tenderer is found acceptable by the ‘**Tender Evaluation Committee**’. The decision of the ‘Tender Evaluation Committee’ will be final and absolute in this respect.
3. The bidder should not have been blacklisted by any Central / State Government / Public Sector undertaking for the tendered items and / or any other items. An undertaking in this regard should be submitted by the bidder in Form of **Declaration on Non-Judicial Stamp Paper of Rs.10/- otherwise the bid shall be summarily rejected**. If the selected Firm is found / detected blacklisted by any Central/State Government / Public Sector undertaking (for the tendered items or any other items) at any stage of procurement process, the acceptance of the selected firm and / or supply order etc, if issued would be treated as cancelled and the contract in whole will be terminated with immediate effect without any intimation to the concern firm. The EMD will be forfeited. In this regard, The Superintendent of Police, Paschim Medinipur reserves the right to select the second lowest (L2) vender for supply of the tendered item. The decision taken by Tender Inviting Authority in the matter will be treated as full and final in this regard.
4. Bidder should not have been convicted at any criminal offence related to professional misconduct or making false statement or misrepresentation as to their qualification.
5. **Resourceful bonafide and experienced firms/ manufacturers/ companies/ authorized dealers or distributors /traders/ individual contractors having sufficient credential of similar nature of work within last 03 (Three) years under the Police Establishment. Also having working experience under LWE affected area in West Bengal not less than 03 (Three) years.**

6. Before submitting tender, the intending bidder should make themselves acquainted thoroughly with the local conditions prevailing at site by actual inspection and taking into consideration all factors and difficulties likely to be involved in the execution of work in all respect and no claim whatsoever will be entertained on this account afterwards.
7. The documents submitted by the bidders should be properly indexed and digitally signed.
8. The Rate quoted must be inclusive of all taxes including GST, if any, and other charges, if any.
9. **The valid and correct rate other than Rs. 0.00 (Zero) must be quoted for all items mentioned in BOQ. Rs. 0.00 (Zero) will not be treated as valid rate.**
10. The Bidders shall arrange for all means of transportation without claiming any extra payment from the Department.
11. All the supplied of Printing & Stationery Articles/Items must be of superior quality, durable and should be followed desired specifications as mentioned in the table above. The Tender Inviting Authority may verify the articles / items to be supplied, if found necessary, before issuance of the work order and the work order will not be issued in favour of the bidder if it is found on verification that such items are not satisfactory.
12. After issuance of Work/Supply Order, the bidder shall have to supply the desired items at the office of The Superintendent of Police, Paschim Medinipur within 07 (Seven) days from the date of issuance of Work/supply Order. It is pertinent to be mentioned herein that in case of any official urgency, the bidder must have the capability to deliver or supply items as sought for within 01 (one) day from the date of issuance of work order / supply order.
13. After issuance of Work/Supply Order, if found, any supplied items are not as per the desired specifications as sought for in the Tender Notice or defective then the bidder shall have to replace it with in 24 (Twenty Four) hours from the intimation time.
14. Bids shall remain valid for a **period of 365 days** from the date of opening of Financial Bid. If the bidders withdraw the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith assigning any reason thereof. No interest on the deposited Earnest Money shall be paid.
15. Any conditional bidding will not be accepted.
16. The earnest money is liable to be forfeited if the bidder fails to fulfil any of the terms and conditions.
17. **All requisite documents shall invariably be submitted.**
18. Failure to comply with any of the above instructions will disqualify of bidder from participating in the tender.

19. The Superintendent of Police, Paschim Medinipur reserves the right to forfeit the earnest money deposit tendered by the contractor(s) or part thereof in the event of his / their failure to fulfil the conditions of the contract.
20. The Superintendent of Police, Paschim Medinipur reserves the right to reject the lowest tender or any tender, if required, without assigning any reason thereof.
21. **The Tender Inviting Authority may verify the original credentials & other original documents as uploaded in e-tender, if found necessary, before technical evaluation. The date and time of such examination / verification will be intimated later. If it is found during verification / examination of the said documents that such document submitted by him/her is either manufactured or fabricated etc. or the said original documents are not produced within specified date and time, his/ her bid will be liable for rejection.**
22. This contract shall not be sublet either wholly or in part without the prior written permission of the Superintendent of Police, Paschim Medinipur and for breach of this provision, Superintendent of Police, Paschim Medinipur may terminate the contract and forfeit the security deposit and the contractor shall have no claim for loss thereby resulting to him on any account whatsoever.
23. **Submission of Hard Copies -**  
**Self-attested hard copies of uploaded documents should be submitted in a sealed envelope in the Tender Box in the Superintendent of Police, Paschim Medinipur within the stipulated date and time as mentioned in the NIT. If the bidder fails to submit the hard copies within the due date and time his / her tender will not be opened and his / her bid may be rejected at the discretion of the Tendering Authority.**

24. **Technical Bid:** The Technical Bid should contain scanned copies of the following in two folders: -

**(a) Statutory Cover containing the following documents:**

- NIT (downloads properly and uploads the same digitally signed).

**(b) Non-statutory Cover containing the following documents: (Scanned copy should be uploaded)**

Sl. No.	Category Name	Sub Category Description	Details
A.	Certificates/ Documents	Certificates	<ol style="list-style-type: none"> <li>1. PAN Card.</li> <li>2. Last 03 (Three) Year Income Tax Return Acknowledgement.</li> <li>3. F.Y. 2024-25 &amp; 2025-26 P. Tax Deposit Challan &amp; Payment Certificate.</li> <li>4. GST Registration Certificate &amp; Last month Return Acknowledgement Copy.</li> </ol>
B.	Company Details	Company Details – I	<ol style="list-style-type: none"> <li>1. Proprietorship Firm (Trade License for the year 2025-26).</li> <li>2. Partnership Firm (Partnership Deed, Trade License for the year 2025-26).</li> <li>3. Company (Certificate of Incorporation/ AOA/ MOA)</li> <li>4. Society Registration Copy.</li> <li>5. Power of attorney.</li> </ol>
C.	Credential	Credential – 1	Similar nature of work done Completion Certificate / Payment Certificate within last 03 (Three) years under the Police Establishment which is applicable for eligibility.
D.	Credential	Credential – 2	Working experience certificate within last <b>03 (three) years under LWE affected area.</b>
E.	Declaration	Declaration	Declaration / Affidavit on Non-Judicial Stamp Paper of Rs. 10/- ( <b>Annexure – II</b> )
F.	Others	Others	<b>APPLICATION FOR TENDER (Annexure – I)</b>



**1. Opening of Technical Bid:**

Technical bid will be opened by the Superintendent of Police, Paschim Medinipur or his authorized representative electronically from the website using their Digital Signature Certificate (DSC).

**2. Financial Bid:**

Rates should be quoted in BOQ (Bill of Quantity) in the prescribed format online.

**3. Payment:**

The payment of final bill for the said work will be made according to the availability of fund and no financial claim in case of any delay in payment will be entertained. It is also mentioned here that no mobilization advance and secured advance will be allowed in any circumstances. No escalation charge will be entertained against any N.I.T/ any accepted tender. Deduction of Income tax, GST etc., if any, will be made at source in accordance with the existing rules/orders.

**Payment will be done as per final measurement of supply.**

## List of Printing and Stationery Articles

Sl. No.	Name of the Items	Specification
1	Alpin (King)	Per Piece
2	Appointment Stand	Per Piece
3	Binder Clip (19 mm)	Per Piece
4	Binder Clip (25 mm)	Per Piece
5	Binder Clip (32 mm)	Per Piece
6	Binder Clip (41 mm)	Per Piece
7	Binder Clip (51 mm)	Per Piece
8	Binding Register 100 Sheets	Per Piece
9	Binding Register 200 Sheets	Per Piece
10	Binding Register 300 Sheets	Per Piece
11	Binding Register 400 Sheets	Per Piece
12	Binding Register 500 Sheets	Per Piece
13	Bodkin	Per Piece
14	Bothside Pen	Per Piece
15	Brown Paper	Per Piece
16	Brother Refile BT60/ BT5000 Ink For Brother DCP-T220/T420/T520/T820/T920/T310/T510/T710 Black + Tri Color Combo Pack	Per Piece
17	Card Reader (i-ball)	Per Piece
18	Compact Disc {C.D. ( R )}	Per Piece
19	C.D. Marker Pen (Camlin)	Per Piece
20	C.D. Marker Pen (Luxor)	Per Piece
21	Calculator (12 Dizit) ORPAT	Per Piece
22	Calculator (14 Dizit) ORPAT	Per Piece
23	Calculator (12 Dizit) Casio	Per Piece
24	Calculator (14 Dizit) Casio	Per Piece
25	Candle (Big) (06 Pieces)	Per Packet
26	Candle (Small) (06 Pieces)	Per Packet
27	Cello Tape 1"	Per Piece
28	Cello Tape 1/2 "	Per Piece
29	Cello Tape 2" (Brown)	Per Piece
30	Cello Tape 2"	Per Piece
31	Channel File Cover - A4 Size	Per Piece
32	Channel File Cover - F.S. Size	Per Piece
33	Clip Board (Transparent Fibre)	Per Piece
34	Cloth Pasting Envelop - Big Size	Per Piece
35	Cloth Pasting Envelop - (F.S. Size)	Per Piece
36	Cloth Pasting Envelop - Medium Size (A4)	Per Piece
37	Cloth Pasting Envelop - Small Size (11" X 5")	Per Piece
38	Compatible Cartridge 05 A (Black)	Per Piece
39	Compatible Cartridge 12 A (Black)	Per Piece
40	Compatible Cartridge 18 A (Black)	Per Piece
41	Compatible Cartridge 19 A (Black)	Per Piece
42	Compatible Cartridge 30 A (Black)	Per Piece
43	Compatible Cartridge 32 A (Black)	Per Piece
44	Compatible Cartridge 33 A (Black)	Per Piece
45	Compatible Cartridge 34 A (Black)	Per Piece
46	Compatible Cartridge 36 A (Black)	Per Piece
47	Compatible Cartridge 80 A (Black)	Per Piece
48	Compatible Cartridge 88 A (Black)	Per Piece
49	Compatible Cartridge 110 A (Black)	Per Piece
50	Compatible Cartridge 126 A ( Colour )	Per Piece
51	Compatible Cartridge 128 A (Colour)	Per Piece
52	Compatible Cartridge 131 A (Colour) (01 Set = 04 PCs)	Per Set
53	Compatible Cartridge 137 A (Black)	Per Piece
54	Compatible Cartridge 152 A	Per Piece
55	Compatible Cartridge 158 A (Black)	Per Piece
56	Compatible Cartridge 166 A (Black)	Per Piece
57	Compatible Cartridge 201 A (Colour)	Per Piece
58	Compatible Cartridge 210 A (Colour)	Per Piece
59	Compatible Cartridge 303 (Black)	Per Piece
60	Compatible Cartridge 326 (Black)	Per Piece
61	Compatible Cartridge 328	Per Piece
62	Compatible Cartridge 337	Per Piece
63	Compatible Cartridge 416 A (1 Set=4 PCs) (Colour)	Per Set
64	Compatible Cartridge 416 A (Black)	Per Piece
65	Compatible Cartridge 436A	Per Piece
66	Computer Cartridge GT 5810 (1 Set=4 PCs) (Colour)	Per Piece
67	Compatible Cartridge SCX 4521F	Per Piece
68	Compatible Computer Printer Cartridge L220 (Black)	Per Piece
69	Compatible Printer Cartridge L220 (Colour)	Per Piece
70	Computer Printer Cartridge LX-300 II	Per Piece

71	Computer Epson Printer Cartridge LX-310	Per Piece
72	Computer Printer Ribbon (Black)	Per Piece
73	Computer Paper Part- I ( 10"X12") (Silverton)	Per Box
74	Computer Paper Part -II ( 10"X 12") (Silverton)	Per Box
75	Correction Pen/Whitener (Faber Castell)	Per Piece
76	Correction Pen/Whitener (Camlin)	Per Piece
77	Cup with Plate (Bone China) (01 Set = 06 PCs)	Per Set
78	Cup with Plate (La Opala) (01 Set = 06 PCs)	Per Set
79	D.O. Print Paper	Per Packet
80	D.V.D ( R )	Per Piece
81	D. F.C Paper (8.9 Kg) (Andhra)	Per Ream
82	Desk Calender Refill	Per Piece
83	Desk Calender Stand	Per Piece
84	Double Clip File	Per Piece
85	Drinking Glass	Per Piece
86	Drinking Water Bottle (Plastic) 1 Ltr. (Milton)	Per Piece
87	Drinking Water Bottle (Plastic) 1 Ltr. (Cello)	Per Piece
88	Duster Cotton	Per Piece
89	Duster Cotton	Per Piece
90	Dendrite Gum (50 ml)	Per Piece
91	EPSON INK 003 (1 Set = 04 PCs)	Per Piece
92	Engagement Pad	Per Piece
93	Envelope (Brown) (Size- 10"X4.5")	Per Piece
94	Envelope (Brown) (Size- 11"X5")	Per Piece
95	Envelope (Brown) (Size- 5"X4")	Per Piece
96	Envelope (White) (Size- 11"X5")	Per Piece
97	Envelope (for Medicine)	Per Piece
98	Fax Ribbon (Panasonic )	Per Piece
99	Fax Ribbon (Sharp)	Per Piece
100	Fax Roll	Per Piece
101	Fevicol (Kg)	Per Kilogram
102	Fevicol (22.5 gm tube)	Per Piece
103	File Cover (Two fold ) (Rupan Yellow)	Per Piece
104	File Cover (Four fold ) (Rupan Yellow)	Per Piece
105	Fevi Gum (200 ml) (Lime)	Per Piece
106	Fevi Gum (60 ml ) (Lime)	Per Piece
107	Fevi Gum (120 ml) (Lime)	Per Piece
108	Fevistik (15 gm) (Kores)	Per Piece
109	File Flap	Per Piece
110	Finger Print Ink Pad	Per Piece
111	Gems Clips	Per Packet
112	Glass Lid	Per Piece
113	Govt. Calander Wooden Frame with Glass	Per Square Feet
114	Gum (150 ml) (Kores)	Per Piece
115	Gum (150 ml) (Camel)	Per Piece
116	Gum (750 ml) (Kores)	Per Piece
117	Gum (750 ml) (Camel)	Per Piece
118	Highlighter Pen (Faber Castell)	Per Piece
119	HP Computer Paper Cartridge 126 A(Colour) (1 Set = 04 PCs)	Per Set
120	HP Computer Paper Cartridge 131 A(Colour) (1 Set = 04 PCs)	Per Set
121	HP Computer Printer Cartridge 05 A (Black)	Per Piece
122	HP Computer Printer Cartridge 12 A (Black)	Per Piece
123	HP Computer Printer Cartridge 88 A (Black)	Per Piece
124	HP Computer Printer Cartridge 103 A (Black)	Per Piece
125	HP Computer Printer Cartridge 128A(Colour)	Per Set
126	HP Computer Printer Cartridge 158 X (Black)	Per Piece
127	HP Computer Printer Cartridge 201A (Colour)	Per Set
128	HP Computer Printer Cartridge 210 A (Black)	Per Piece
129	HP Computer Printer Cartridge 210 A (Colour)	Per Piece
130	HP Computer Printer Cartridge 303 (Black)	Per Piece
131	HP Computer Printer Cartridge 678 (Black)	Per Piece
132	HP Computer Printer Cartridge 678 (Colour)	Per Piece
133	HP Computer Printer Cartridge 680 (Black)	Per Piece
134	HP Computer Printer Cartridge 680 (Colour)	Per Piece
135	HP Computer Printer Cartridge 802 (Black)	Per Piece
136	HP Computer Printer Cartridge 802 (Colour)	Per Piece
137	HP Computer Printer Cartridge 803 (Black)	Per Piece
138	HP Computer Printer Cartridge 803 (Colour)	Per Piece
139	HP Computer Printer Cartridge Ink Tank 319 X (Liquid Ink)	Per Piece
140	HP Computer Cartridge 416 A (1 Set=4 PCs)	Per Set
141	HP Ink Bottle GT 51 (Colour)	Per Piece
142	HP Ink Bottle GT 52 (Colour)	Per Piece
143	HP Ink Bottle GT 53 XL (Black)	Per Piece
144	Khero Binding Register 100 Sheet	Per Piece
145	Khero Binding Register 200 Sheet	Per Piece

146	Khero Binding Register 300 Sheet	Per Piece
147	Khero Binding Register 400 Sheet	Per Piece
148	Khero Binding Register 500 Sheet	Per Piece
149	Knife (Medium Size)	Per Piece
150	Knife (Big Size)	Per Piece
151	L- File Cover	Per Piece
152	Lever Arch File	Per Piece
153	Marker Pen Permanent (Reynolds)	Per Piece
154	Memory Card (32 GB)	Per Piece
155	Memory Card (64 GB)	Per Piece
156	Memory Card (128 GB)	Per Piece
157	Memory Card (256 GB)	Per Piece
158	Note Book (32 Pages ordinary)	Per Piece
159	Note Book (64 Pages ordinary)	Per Piece
160	Nylon Bag (Big)	Per Piece
161	Note Book (Big) (Oxford)	Per Piece
162	Note Book (Medium) (Oxford)	Per Piece
163	Note Book (Small) (Oxford)	Per Piece
164	OTG Pendrive 16 GB	Per Piece
165	OTG Pendrive 32 GB	Per Piece
166	OTG Pendrive 64 GB	Per Piece
167	OTG Pendrive 128 GB	Per Piece
168	Paper Tray with Clip	Per Piece
169	Paper Weight (Glass)	Per Piece
170	Paper Weight (Metal)	Per Piece
171	Pen Hightec (Pilot- V5) (Black)	Per Piece
172	Pen Hightec (Pilot- V5) (Red)	Per Piece
173	Pen Hightec (Pilot- V5) (Blue)	Per Piece
174	Pen Hightec (Pilot-V7) (Black)	Per Piece
175	Pen Hightec (Pilot-V7) (Red)	Per Piece
176	Pen Hightec (Pilot-V7) (Blue)	Per Piece
177	Pen Hightec (Pilot-V7) (Green)	Per Piece
178	Pen (Uniball Eye) (Red)	Per Piece
179	Pen (Uniball Eye) (Blue)	Per Piece
180	Pen (Uniball Eye) (Black)	Per Piece
181	Pen (Uniball Eye) (Green)	Per Piece
182	Pen (Use & Throw) (Agni)	Per Piece
183	Pen (Use & Throw) (Linc)	Per Piece
184	Pen (Add Gel)	Per Piece
185	Pen (Linc Ocean Gel)	Per Piece
186	Pen (Classmate Gel)	Per Piece
187	Pen (Reynolds Gel)	Per Piece
188	Pencil (Apsara)	Per Piece
189	Pencil (Doms)	Per Piece
190	Pencil (Faber Castell)	Per Piece
191	Pencil Carbon (Kores 320mmx220mm)	Per Packet
192	Pencil Carbon (Kores 420mmx330mm)	Per Packet
193	Pencil Eraser (Apsara Non Dust)	Per Piece
194	Pencil Eraser (Doms Dust Free)	Per Piece
195	Pencil Sharpner	Per Piece
196	Pendrive 16 GB (HP)	Per Piece
197	Pendrive 32 GB (HP)	Per Piece
198	Pendrive 64 GB (HP)	Per Piece
199	Pendrive 128 GB (HP)	Per Piece
200	Pendrive 256 GB (HP)	Per Piece
201	Pendrive 16 GB (SanDisk)	Per Piece
202	Pendrive 32 GB (SanDisk)	Per Piece
203	Pendrive 64 GB (SanDisk)	Per Piece
204	Pendrive 128 GB (SanDisk)	Per Piece
205	Pendrive 256 GB (SanDisk)	Per Piece
206	Pen Stand (Fibre)	Per Piece
207	Pen Stand (Wooden)	Per Piece
208	Photo Paper (Glossy) (A4 Size)	Per Packet
209	Pin Cushion	Per Piece
210	Plastic Box File Cover	Per Piece
211	Plastic Cover Transparent ( Big)	Per Piece
212	Plotter Paper (Billmatrix)	Per Packet
213	Printer Ink (Epson L360) Set	Per Piece
214	Punching Machine (Double hole)	Per Piece
215	Punching Machine (Single hole)	Per Piece
216	Refill Small (Linc) Per 10 PCs.	Per Packet
217	Round Received Stamp With Date	Per Piece
218	Round Rubber Stamp	Per Piece
219	Rubber Stamp	Per Line
220	Scale 12" (Fibre) (Camlin)	Per Piece

221	Scale 12" (Fibre) (Nataraj)	Per Piece
222	Scale 12" (Steel)	Per Piece
223	Scale 18" (Fibre)	Per Piece
224	Scissors (Big) (8.5 Inch)	Per Piece
225	Scissors (Small) (5.5 Inch)	Per Piece
226	Sealing Wax	Per Packet
227	Secret Documents Carrier	Per Piece
228	Security Pass Card (Close Proximity Card) with Cover, Clip and Lace	Per Set
229	Security Pass Card VIP with Cover and Lace	Per Set
230	Security Pass Card with Jacket and Clip	Per Set
231	Self-Adhesive Notes Pad (Big) (4" X 3")	Per Piece
232	Self-Adhesive Notes Pad (Medium) (3" X 3")	Per Piece
233	Self-Adhesive Notes Pad (Small) (3" X 3") 3 Cut	Per Piece
234	Selfinking Stamp	Per Piece
235	Shorthand Note Book	Per Piece
236	Sketch Pen	Per Piece
237	Spoon (Big)	Per Piece
238	Stamp Ink 120 ml (Faber Castell)	Per Piece
239	Stamp Ink 60 ml (Faber Castell)	Per Piece
240	Stamp Pad (Big) (Kores)	Per Piece
241	Stamp Pad (Faber Castell) (110 mm X 69 mm)	Per Piece
242	Stamp Pad (Camel) (Deluxe Stamp Pad)	Per Piece
243	Stapler Machine (Kangaro HD-1213 Heavy Duty)	Per Piece
244	Stapler Machine (Kangaro HDP-1320 Heavy Duty)	Per Piece
245	Stapler Machine (No. 10) (Kangaro)	Per Piece
246	Stapler Machine (No. 235-17)	Per Piece
247	Stapler Machine (No. 24X6) (Kangaro)	Per Piece
248	Stapler Pin (Kangaro HD-1213 Heavy Duty)	Per Box
249	Stapler Pin (Kangaro HDP-1320 Heavy Duty)	Per Box
250	Stapler Pin (No. 10) (Kangaro)	Per Box
251	Stapler Pin (No. 235-17)	Per Box
252	Stapler Pin (No. 24X6) (Kangaro)	Per Box
253	Subject Note Book No-5 (Big)	Per Piece
254	Subject Note Book No-5 (Medium)	Per Piece
255	Subject Note Book No-5 (Small)	Per Piece
256	Tag (12 Inch)	Per Bundle
257	Thread Ball (Big Size)	Per Piece
258	Times Note Book (Big)	Per Piece
259	Times Note Book (Medium)	Per Piece
260	Times Note Book (Small)	Per Piece
261	Towel (60") Bombay Dyeing	Per Piece
262	Towel (72") Bombay Dyeing	Per Piece
263	Towel (84") Bombay Dyeing	Per Piece
264	Towel (For Hand - 24") Bombay Dyeing	Per Piece
265	Tray (Fibre)	Per Piece
266	Waste Paper Busket (Open)	Per Piece
267	Waste Paper Busket with Cover	Per Piece
268	Water Jug (Plastic)	Per Piece
269	Water Sponge	Per Piece
270	White Board	Per Square Feet
271	White Board Duster	Per Piece
272	White Board Marker (Camlin)	Per Piece
273	White Board Marker (Artline)	Per Piece
274	Writing Pad 1/4 Size	Per Book
275	Writing Pad 1/8 Size	Per Book
276	Xerox Paper A4 (70 GSM) (JK Copier)	Per Packet
277	Xerox Paper A4 (70 GSM) (JK Easy Copier)	Per Packet
278	Xerox Paper A4 (70 GSM) (B2B)	Per Packet
279	Xerox Paper A4 (75 GSM) (JK Copier)	Per Packet
280	Xerox Paper A4 (75 GSM) (JK Easy Copier)	Per Packet
281	Xerox Paper A4 (75 GSM) (B2B)	Per Packet
282	Xerox Paper A4 (100 GSM)	Per Packet
283	Xerox Paper FS (70 GSM) (JK Copier)	Per Packet
284	Xerox Paper FS (70 GSM) (JK Easy Copier)	Per Packet
285	Xerox Paper FS (70 GSM) (B2B)	Per Packet
286	Xerox Paper FS (75 GSM) (JK Copier)	Per Packet
287	Xerox Paper FS (75 GSM) (JK Easy Copier)	Per Packet
288	Xerox Paper FS (75 GSM) (B2B)	Per Packet
289	Xerox Toner (Konica Minolta )	Per Piece
290	Xerox Toner (Samsung 4521F)	Per Piece
291	Xerox Toner Keyocera Alfa 300 11 (I)	Per Piece
292	Xerox Toner NPG 51	Per Piece
293	Xerox Toner NPG 59	Per Piece
294	Xerox Toner Samsung Xpress M-2071	Per Piece
295	Xerox Tonner (NPG-28)	Per Piece

296	Xerox Tonner (Konica Minolta BIZHUB-164)	Per Piece
297	Xerox Tonner Alfa 3010(I), 3511(I)	Per Packet
298	Xerox Toner Keyocera (Supremo IK 164C FS 1035/2035/2200)	Per Packet
299	Absconder Register (100 Sheets)	Per Book
300	Absconder Register (200 Sheets)	Per Book
301	Acquittance Roll (100 Sheets)	Per Book
302	Administrative Review Metting Book (Black & White)	Per Sheet
303	Administrative Review Metting Book (Colour)	Per Sheet
304	All Arrest Register (Part - I) (100 Sheets)	Per Book
305	All Arrest Register (Part - II) (100 Sheets)	Per Book
306	Appointment Certificate (A4 size - Colour)	Per Piece
307	Appointment Certificate (A4 Size - Colour Printing With Lamination)	Per Piece
308	Assets statement Form	Per Sheet
309	Attendance Register (50 Sheets)	Per Book
310	Attendance Register HG Office (50 Sheets)	Per Book
311	Bill Transit Register (50 Sheets)	Per Book
312	Bill Transit Register (100 Sheets)	Per Book
313	Bill Transit Register (200 Sheets)	Per Book
314	Bill Register (100 Sheets) (Khero Binding)	Per Book
315	Bill Register (200 Sheets) (Khero Binding)	Per Book
316	Bill Register (300 Sheets) (Khero Binding)	Per Book
317	Bill Register (400 Sheets) (Khero Binding)	Per Book
318	Bill Register (500 Sheets) (Khero Binding)	Per Book
319	Bail Bond / PR Bond (100 Sheets Pad Binding)	Per Book
320	Bail Bond Register (400 Sheets)	Per Book
321	Bill Extract Form 100 Sheets Pad Binding	Per Book
322	Booklet in given format in c/w Trial Monitoring Register 50 Sheets (Board Binding)	Per Book
323	Binding of Book (25 Sheets)	Per Book
324	Binding of Book (50 Sheets)	Per Book
325	Binding of Book (100 Sheets)	Per Book
326	Binding of Book (200 Sheets)	Per Book
327	Binding of Book (300 Sheets)	Per Book
328	Binding of Book (400 Sheets)	Per Book
329	Binding of Book (500 Sheets)	Per Book
330	Broadsheet and Road Traffic accident register (200 Sheets)	Per Book
331	Broadsheet and Road Traffic accident register (300 Sheets)	Per Book
332	Binding of DO Book (100 Sheets)	Per Book
333	Binding of DO Book (200 Sheets)	Per Book
334	Binding of DO Book (300 Sheets)	Per Book
335	Binding of DO Book (400 Sheets)	Per Book
336	Binding of DO Book (500 Sheets)	Per Book
337	Binding of Service Book	Per Book
338	Binding of Bill Register	Per Book
339	Binding of Bill Transit Register	Per Book
340	C' Form (100 Sheets in Triplicate)	Per Book
341	C.C. Book (100 pages in Duplicate)	Per Book
342	Certificate (A4 Size) (Colour) (100 GSM)	Per Piece
343	Certificate (FS Size) (Colour) (100 GSM)	Per Piece
344	C.D. Book - 192 BNSS (New Format) (100 Sheets in duplicate)	Per Book
345	C.D. Book/Statement 180 BNSS (New Format) (100 Sheets in duplicate)	Per Book
346	C.D. File Cover Piece (As per sample)	Per Piece
347	C.L. Register (50 Sheets)	Per Book
348	C.L. Register (100 Sheets)	Per Book
349	Calculation Sheets of arrear pay (100 Sheets Pad Binding)	Per Book
350	Clothing Hand Book of HG (02 Sheets)	Per Book
351	Clothing Stock Book of HG (200 Sheets)	Per Book
352	Clothing Issue Register of HG (200 Sheets)	Per Book
353	Clothing Leave Register of HGs (100 Sheets)	Per Book
354	Clothing duty Register of HGs (100 Sheets)	Per Book
355	Clothing Muster Roll of HGs (200 Sheets)	Per Book
356	Car Diary (30 Sheets) (Motorcycle)	Per Book
357	Car Diary (50 Sheets) (Govt. Vehicles)	Per Book
358	Car Diary (50 Sheets) (Hired Vehicles)	Per Book
359	Car index for Police Vehicle	Per Page
360	Cash Account Register (100 Sheets)	Per Book
361	Cash Account Register (200 Sheets)	Per Book
362	Cash Book for Police Office (200 Sheets)	Per Book
363	Cash Book for Police Office (300 Sheets)	Per Book
364	CFSL form (100 Sheets in Triplicate Pad Binding)	Per Book
365	CFSL Register (in Triplicate) (50 Pages)	Per Book
366	Challan Book (25 Sheets in Duplicate)	Per Book
367	Charge Report Form (100 Sheets Pad Binding)	Per Book
368	Charge Sheet / Final Report 1/8 size (100 Sheets) (Witness)	Per Book
369	Charge Sheet / Final Report 1/4 size (100 Sheets) (Accused)	Per Book
370	Charge Sheet / Fimal Report (50 Sheets in Triplicate)	Per Book

371	Committed to Sessions form (100 sheet Pad Binding)	Per Book
372	Confidential Report Book (100 Sheets)	Per Book
373	Contingent Bill / GI Register (100 Sheets)	Per Book
374	Contingent Bill / GI Register (200 Sheets)	Per Book
375	Contingent Bill / GI Register (300 Sheets)	Per Book
376	Contingent Bill / GI Register (400 Sheets)	Per Book
377	Contingent Bill / GI Register (500 Sheets)	Per Book
378	Conviction Register (200 Sheets)	Per Book
379	Court Inspector Daily Book (200 Sheets)	Per Book
380	Court Insp. Daliy Book to be Produced before the Magistrate (200 Sheets) Form No. (RR)-23	Per Book
381	Crime Index (100 Sheets)	Per Book
382	CS/FRT (Court) (100 Sheets)	Per Book
383	Despatch Register (200 Sheets)	Per Book
384	Demi Official Book (25 Pages) (Pad Binding)	Per Book
385	Demi Official Book (50 Pages) (Pad Binding)	Per Book
386	Demi Official Book (100 Pages) (Pad Binding)	Per Book
387	Death Gratuity Form (100 Pages) (Pad Binding)	Per Book
388	District Map (AO Size ) per sq. inch	Per Inch
389	DO Book (R.O. Office) 50 Sheets Binding	Per Book
390	DO Book (R.O. Office) 100 Sheets Binding	Per Book
391	DO Book (R.O. Office) (300 Sheets)	Per Book
392	DO Book (R.O. Office) 400 Sheets	Per Book
393	DO Book (R.O. Office) 500 Sheets	Per Book
394	Demi Official Book of Superior Officer (50 Pages)	Per Book
395	Demi Official Book of Superior Officer (100 Pages)	Per Book
396	Driver's CC Book (50 Sheets in Duplicate)	Per Book
397	Duty Register (100 Sheets)	Per Book
398	EL Register (100 Sheets)	Per Book
399	Extract Acquittance Roll (100 Sheets Pad Binding)	Per Book
400	Final Memo book (50 pages in Triplicate)	Per Book
401	FIR Book (50 Sheets in Triplicate)	Per Book
402	Flex / Coloured Banner	Per Square Feet
403	Flex with frame	Per Square Feet
404	Forward Register Book (As per sample)	Per Book
405	FSL Form (100 Sheets Pad Binding)	Per Book
406	Festival Greetings Card with Cover	Per Piece
407	Fuel Slip (50 sheet in Duplicate)	Per Book
408	GD Book (100 Sheets in Duplicate)	Per Book
409	Generator Log Book (50 Sheets in Duplicate)	Per Book
410	GPF Register (300 Sheets)	Per Book
411	GPF Register (400 Sheets)	Per Book
412	GPF Sanction Register (200 Sheets)	Per Book
413	GR Register (200 Sheets)	Per Book
414	Group Insurance Form (100 Pages) (Pad Binding)	Per Book
415	Gun License Register (50 Sheets)	Per Book
416	Hazat Register (100 Sheets)	Per Book
417	Held Over Register (200 Sheets)	Per Book
418	Held Over Register (100 Sheets)	Per Book
419	History Sheet Part - I Sheet (As per sample)	Per Sheet
420	History Sheet Part - II Sheet (As per sample)	Per Sheet
421	History Sheet Part - III Sheet (As per sample)	Per Sheet
422	History Sheet Part - IV A Sheet (As per sample)	Per Sheet
423	History Sheet Part - IV Sheet (As per sample)	Per Sheet
424	History Sheet Part - V Sheet (As per sample)	Per Sheet
425	House Rent Register (200 Sheets)	Per Book
426	House Rent Register (100 Sheets)	Per Book
427	Identification of suspects (100 Sheets)	Per Book
428	Income Tax Statement Form (01 Sheet)	Per Sheet
429	Income Tax Register (200 Sheets Board Binding)	Per Book
430	Injury Report (200 Sheets)	Per Book
431	Inspection Memo (100 Sheets with Paginated)	Per Book
432	Inspection Report Book (50 Sheets)	Per Book
433	Inspection Booklet (500 Sheets) (board Binding)	Per Book
434	Inspection Booklet (400 Sheets) (board Binding)	Per Book
435	Inspection Booklet (300 Sheets) (board Binding)	Per Book
436	Inspection Booklet (200 Sheets) (board Binding)	Per Book
437	Inspection Booklet (100 Sheets) (board Binding)	Per Book
438	Investigation Report (100 Sheets)	Per Book
439	IOB (100 Sheets in Triplicate)	Per Book
440	Issue Voucher of RI Clothing Stores (100 Sheets)	Per Book
441	Issue Voucher of RI Miscellaneous Stores (100 Sheets)	Per Book
442	Issue Register of Forms Section (Rule) (200 Sheets)	Per Book
443	Jail Parade Register (100 Sheets)	Per Book
444	Zimmanama (100 Sheets)	Per Book
445	Khatian Inspection Register (100 Sheets)	Per Book

446	Land & Building Register (15 Sheets Board Binding)	Per Book
447	Land & Building Register (100 Sheets Board Binding)	Per Book
448	Leaflets (Single Colour) (9"/11")	Per Piece
449	Leaflets (Coloured)	Per Piece
450	Leaflet (Black & White) A-4 Size	Per Piece
451	Leaflet (Multi Colour) A-4 Size	Per Piece
452	Log Book (26 Pages)	Per Book
453	Laser Book (100 Sheets)	Per Book
454	M.A. Case Register (50 Sheets)	Per Book
455	Malkhana Register (200 Sheets)	Per Book
456	Malkhana Register (400 Sheets)	Per Book
457	MAP printing	Per Square Feet
458	Map printing with frame	Per Square Feet
459	Muster Roll (200 Sheets) (Khero Binding)	Per Book
460	Muster Roll (300 Sheets) (Khero Binding)	Per Book
461	Muster Roll (400 Sheets) (Khero Binding)	Per Book
462	Muster Roll (500 Sheets) (Khero Binding)	Per Book
463	MCTP Register (150 Sheet)	Per Book
464	Memo of Arrest (100 Sheets Pad Binding with paginated)	Per Book
465	Missing Person Register (200 Sheets)	Per Book
466	M.O.B. (100 Sheets in Triplicate)	Per Book
467	Monthly Cash Account Register (50 Sheets in Duplicate)	Per Book
468	Monthly status Form of Govt. Quarter (100 Sheets Pad Binding)	Per Book
469	Monthly status Register of Govt. Quarter (Per 200 Sheets)	Per Book
470	Morning Report Book (200 Sheets Pad Binding)	Per Book
471	Morning Report from (100 Sheets Pad Binding)	Per Book
472	Musketry Firing Practice Register (200 Sheets)	Per Book
473	Muster Roll (300 Sheets with hard board leather Binding)	Per Book
474	Muster Roll (400 Sheets with hard board leather Binding)	Per Book
475	Muster Roll (500 Sheets with hard board leather Binding)	Per Book
476	NCR Challan (100 Sheets)	Per Book
477	NCR Register (100 Sheets)	Per Book
478	NGR Register (100 Sheets)	Per Book
479	NGR Register (200 Sheet)	Per Book
480	N.E.R Book (100 Sheets Pad Binding)	Per Book
481	Note Sheet (50 Sheets Pad Binding)	Per Book
482	Note Sheet (100 Sheets Pad Binding)	Per Book
483	Notice (100 Sheets Pad Binding)	Per Book
484	Order of attachment to Compel (100 Sheets)	Per Book
485	Orderly Room Register (200 Sheets)	Per Book
486	O.P.D. Ticket (100 Sheets Pad Binding)	Per Book
487	Ordersheet of surrender of accused person	Per Page
488	Order Slip for Miscellaneous Stores (50 Sheets in duplicate)	Per Page
489	P&A From (100 Sheets Pad Binding)	Per Book
490	Put-up-Pad with Logo (F.S. Size)	Per Piece
491	P.O.L. Slip (100 Sheets)	Per Book
492	P.O.L. Slip (50 Sheets)	Per Book
493	Pay Acquittqnce Roll (100 Sheets with Pad Binding)	Per Book
494	Pay particulars form (100 Sheets)	Per Book
495	PD Book (100 Sheets in Duplicate)	Per Book
496	PM Book (100 Sheets in Duplicate)	Per Book
497	Post Mortem Report (50 Sheets in Triplicate)	Per Book
498	Printing (Colour) (A4 Size Sheet)	Per Sheet
499	Printing (Colour) (A4 Size page)	Per Page
500	Printing (Black & White) (A4 Size Sheet)	Per Sheet
501	Printing (Black & White) (A4 Size page)	Per Page
502	Printed qualifying certificate of RCs	Per Sheet
503	Printed SR file Cover	Per Piece
504	Printed Stock Book register (300 Sheets)	Per Book
505	Printed Stock Book register (200 Sheets)	Per Book
506	Prisoner diet Bill Book (100 Sheets in Triplicate)	Per Book
507	Proceeding printed file cover	Per Piece
508	Process Warrant Register (200 Sheets)	Per Book
509	Process Warrant Register (300 Sheets)	Per Book
510	Procession Licence Book in Triplicate (100 Sheets)	Per Book
511	Production of fine realization register (200 Sheets)	Per Book
512	Production Warrant (100 Sheets Pad Binding)	Per Book
513	Property Register (200 Sheets)	Per Book
514	Photocopy of Accident Report Form	Per Sheet
515	Punishment Register (200 Sheets)	Per Book
516	P.G. Proforma (100 Sheets Pad Binding)	Per Book
517	Printing Sticker (A4 Size)	Per Piece
518	Police Club Receipt Book (100 Pages)	Per Piece
519	Qualifying Certificate with Lamination	Per Piece
520	Risk Allowance Register (300 Sheets)	Per Book



521	Risk Allowance Register (200 Sheets)	Per Book
522	Receipt Book for Booking Case Docket (100 Sheets)	Per Book
523	Receipt Register (200 Sheets)	Per Book
524	Recovery Register (200 Sheets)	Per Book
525	Register of persons convicted in heinous crime (200 Sheets)	Per Book
526	Release order form (100 Sheets Pad Binding)	Per Book
527	Reward Register (200 Sheets)	Per Book
528	R.C. Book of Medical Insurance	Per Sheet
529	R.C. Book of Medical Insurance	Per Page
530	Received Register (200 Sheets)	Per Book
531	Security Pass Card	Per Piece
532	Search/ Seizure List (100 Sheets Pad Binding)	Per Book
533	Session Register (100 Sheets in Duplicate)	Per Book
534	Spiral Binding of Books (Below 25 Pages)	Per Book
535	Spiral Binding of Books (25 Pages)	Per Book
536	Spiral Binding of Books (50 Pages)	Per Book
537	Spiral Binding of Books (75 Pages)	Per Book
538	Spiral Binding of Books (Per 100 sheet)	Per Book
539	Spiral Binding of Books (Per 200 sheet)	Per Book
540	Spiral Binding of Books (Per 300 sheet)	Per Book
541	S.R. Register (200 Sheets)	Per Book
542	Stock and Issue register of RI (500 Sheets)	Per Book
543	Stock Book of Departmental Store (50 Sheets)	Per Book
544	Stock Book of RI Misc. Resgister (300 Sheets)	Per Book
545	Stock Book of RI Misc. Store Register (500 Sheets)	Per Book
546	Service Book New (50 Sheets)	Per Book
547	Summon Register (200 Sheets)	Per Book
548	Summon to an accused person (100 Sheets Pad Binding)	Per Book
549	Supplementary Charge Sheets Book (200 Sheets)	Per Book
550	Schedule-IV form of option (100 Sheets Pad Binding)	Per Book
551	Schedule-V form of I P F (100 Sheets Pad Binding)	Per Book
552	Square Sticker	Per Square Feet
553	TI Parade Form (100 Sheet Pad Binding)	Per Book
554	T.M. Book (100 Sheets)	Per Book
555	TA Bill Form (100 Sheets Pad Binding)	Per Book
556	Table Calender (8.5" X 7.5")	Per Piece
557	TR Challan Form (50 Sheets)	Per Book
558	Trial Monitoring Register (200 Sheets)	Per Book
559	Trial Monitoring Register (50 Sheets)	Per Book
560	Traffic equipment furniture register	Per Book
561	U.D. Case Challan (100 Sheets in Triplicate)	Per Book
562	U.D. Case Register (FIR) (50 Sheets in Duplicate)	Per Book
563	Un identified Register (200 Sheets)	Per Book
564	V.C.N.B. cover	Per Piece
565	V.C.N.B. Part I	Per Piece
566	V.C.N.B. Part II	Per Piece
567	V.C.N.B. Part III	Per Piece
568	V.C.N.B. Part IV	Per Piece
569	V.C.N.B. Part V	Per Piece
570	Venyl High Quality versatile printed map with wooden framing by plywood	Per Piece
571	Visitor's Slip Book (50 Sheets Pad Binding)	Per Book
572	Wall Calender (12" X 16")	Per Piece
573	Warrant for intermediate custody (100 Sheets Pad Binding)	Per Book
574	Warrant of Arrest form (100 Sheets Pad Binding)	Per Book
575	Warrant Register (100 Sheets)	Per Book
576	Warrant to Search (100 sheet Pad Binding)	Per Book
577	Warrant for production in a Court (100 Sheets Pad Binding)	Per Book

**ANNEXURE – I**  
**APPLICATION FOR TENDER**

To  
The Superintendent of Police  
Paschim Medinipur  
P.O. - Midnapore, P.S. - Kotwali,  
PIN - 721101

**Tender Reference:** NIT NO. SP/WESTMDP/NIT04/2025-2026 Dated: 23-04-2025

I/We, the undersigned have examined the entire e-tender document, including amendments/corrigendum number, date\_\_\_\_\_ (if any), eligibility criteria, required documentation, terms and conditions etc. The receipts of which is hereby confirmed.

I/We now offer to supply and deliver the goods and/ or services in conformity with your above refereed documents for the sum, as shown in the price schedule/bill of quantity attached hereby and made part of this bid.

I/We hereby declare that the data documents submitted by us in our bid in this e-tender are genuine and true, to the best of our knowledge and belief.

If, my/our bid is accepted, we undertake to supply the goods or service as per the specification, in accordance with the delivery schedule and terms and conditions, including amendments/corrigendum etc. if any.

I/We have no objection if you procure articles from bidders other than L1 bidders @ L1 rate, as per your necessity.

I/We have no objection if you split the total quantity of the items to be procured among two or more bidders in the tender process.

I/We confirm that we do not stand deregistered/banned/ blacklisted by any Govt. Authorities/Organization/institution Local Bodies and never convicted by ant Court of law for any offence.

I/We authorize and request any Bank, Person, firm or corporation to furnish pertinent information as deemed necessary and/ or as requested by you to verify this statement.

I/We understand the e-Tender Selection Committee reserves the right to reject any application/bid without assigning any reason.

Given, herewith, if any deviation found according the specification at any stage, the authority reserves the right to cancel the total and or part of the work with forfeiting the EMD submitted for this e-Tender.

.....  
**SIGNATURE OF THE TENDERER WITH OFFICE SEAL.**

## ANNEXURE II

### Draft Affidavit Proforma-

[To be executed on Rs.10/- non Judicial Stamp paper and duly notarized]

I/We, Sri/Smt.....

The Supplier/Vendor/Proprietor (etc.) of the Firm.....  
(Name of the firm) At (address).....

P.O..... P.S..... District ..... do hereby solemnly  
affirm and declare as follows:-

1. That, I/we have not ever been convicted of any offence making myself liable to be disqualified to Supply of Printing and Stationery Articles/ Items for the F.Y. 2025-2026 in Paschim Medinipur District to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
2. That, no case is pending against me/us or against my/our firm Supply of Printing and Stationery Articles/ Items for the F.Y. 2025-2026 in Paschim Medinipur District to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents / credentials submitted along with this Tender are genuine, authentic, true and valid.
5. That, I/we declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me/us cancelled and make me liable for penal/legal action as per law of the county.
6. That I/We also declare that the individual firm/ companies M/s \_\_\_\_\_ have not been blacklisted during last 05 (Five) years by the Union or State Government and the individual/firm/companies blacklisted by the Union or State Governments or any partner or shareholder thereof are not directly or indirectly connected with or has any subsisting interest in business of my firm.

Date \_\_\_\_\_ Deponent \_\_\_\_\_  
Address \_\_\_\_\_

I do hereby solemnly declare and affirm that the above declaration is true and correct to the best of my knowledge and belief. No part of it is false and it conceals nothing.

Dated: \_\_\_\_\_ Deponent \_\_\_\_\_

Copy forwarded to:

1. The Inspector General of Police (O), West Bengal Police Directorate, Bhabani Bhawan, Alipore, Kolkata – 27.
2. The Inspector General of Police (Mod & Cord.), WB.
3. The Deputy Inspector General of Police, Midnapore Range, Paschim Medinipur.
4. Sabhadhipati, Zila Parishad, Paschim Medinipur
5. The District Magistrate, Paschim Medinipur
6. All Superintendent of Police/Superintendent of Railway Police/Commandant of West Bengal.
7. Director of Information & Cultural Affairs, WB, 'NABANNA', Howrah.
8. Treasury Officer, Midnapore, Paschim Medinipur.
9. Office Notice Board.

=== For displaying in their office Notice Board for wide circulation.

Sd/-  
Superintendent of Police,  
Paschim Medinipur.