



GOVERNMENT OF WEST BENGAL
OFFICE OF THE PRINCIPAL
MAHARAJA JITENDRA NARAYAN MEDICAL COLLEGE & HOSPITAL
(Previously Cooch Behar Govt. Medical College & Hospital)
Vivekananda Street, Pilkhana, Cooch Behar -736101

Tel: 75010 37888

Email: principalmjnmch@gmail.com

Web: www.mjnmch.ac.in

Memo No. MJNMC/Prin/1098/2022

Date: 26/07/2022

TENDER NOTICE

The Principal, Maharaja Jitendra Narayan Medical College & Hospital, Cooch Behar, hereby invites Tender from the bonafied Firms/Supplier for supply & installation (Including Fitting, Fixing with installation Charge) of different items for office purpose in Principal Office, MJNMCH premises, the specification are mentioned in attached sheet. In view of above, the undersigned invites bid in separate sealed envelope in official pad (technical bid and financial bid separately) from interested parties with the terms and conditions noted below: The rate should be quoted both in figure and words of **each item** excluding of GST. **GST % should be mentioned separately at prescribed column.**

Earnest money : Rupees Ten Thousand (Rs. 10,000.00) only as Demand Draft/NEFT from any nationalized Bank in favour of The Principal, MJNMCH (A/C No.-919010029879092, IFSC- UTIB0000396, AXIS BANK- Cooch Behar Branch), payable at Cooch Behar.

The Security Deposit will be forfeited under following conditions:

- i) Bad performance & Bad Quality of the Items.

The last date of submission of tender is **04/08/2022 at 5.00 pm** and the technical bid will be opened on the next day on **05/08/2022 at 12.00 noon** in the office chamber of the undersigned. Financial Bid of only successful bidders will be opened on the same day. The said tender paper documents regarding the terms and conditions will be available in www.coochbehar.nic.in , www.mjnmch.ac.in . The rates of the qualified bidder will be valid up to 31.03.2023

The bid documents are not transferable.

The Tenders are to be accompanied with the following papers / documents:

- Bank Draft/NEFT Receipt indicating deposit towards payment of EMD
- Copy of Valid Trade License (Nature of Business)
- Copy of PAN Card
- Copy of updated Professional Tax Certificate
- Copy of GST Registration Certificate
- Copy of updated Income Tax Certificate

Principal
MJN Medical College & Hospital
Cooch Behar - 736101 (W.B)

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Copy forwarded for information and necessary action please for displaying on the notice board:

- 1) The Sabhadhipati, Cooch Behar Zilla Parishad, Cooch Behar.
- 2) The District Magistrate, Cooch Behar.
- 3) The Chairman, Cooch Behar Municipality, Cooch Behar.
- 4) The Accounts Officer, MJN MCH, Cooch Behar.
- 5) The D.I.O., NIC, Cooch Behar - **with request to upload the notice in www.coochbehar.nic.in**
- 6) The IT Cell, MJNMCH - **with a request to upload this notice in the college website.**
- 7) Notice Board of this Office.
- 8) Office copy.

Principal
MJN Medical College & Hospital
Cooch Behar

Principal
M.J.N. Medical College & Hospital
Cooch Behar - 736101 (W.B)

Stationery Items List

SI No.	Products Name	SI No.	Products Name
1	Permanent Marker Pen	82	Coconut Stick Broom
2	Stepler 24 No.	83	Wiper
3	Stepler 10 No.	84	Hand Gloves
4	Ball Pen (Blue)	85	Toilet Brush
5	Ball Pen (Black)	86	Cloth Duster
6	Ball Pen (Red)	87	Mop
7	Gel Pen (Green)	88	Garbage Bag
8	A4 Paper 70 GSM	89	Soap 50 gm
9	A3 Paper 300 GSM	90	Candle (Per Packet)
10	Legal Size Paper	91	Cotton Roll (400 gm)
11	Executive Bond Paper A4	92	Tissue Roll
12	Register Book (12 No)	93	Lock and Key (75mm,65mm,60mm,50mm,25mm)
13	Register Book (20 No)	94	Hand Sanitizer 200ml
14	Register Book (30 No)	95	White Board 4x6, 3x4
15	Register Book (24 No)	96	Spade (Metal)
16	Board Clip (Medium)	97	Door Mat (3' X 2')
17	Tag	98	Belcha Plastic
18	Plastic Clear File	99	Markin Cloth
19	Cover File	100	Spray Bottle
20	Printer Catridge 88A	101	Loose Sheet (Printed)
21	Printer Catridge (Samsung MLT-D111S) (Original)	102	Answer Sheet (Printed)
22	Printer Catridge (HP M202 dw) (Original)	103	Tray Plastic
23	Printer Catridge (HP M1136 MFP) (Original)	104	Towel Big 30x60
24	Printer Catridge (HP M226 dw) (Original)	105	Black Board 4ft x 6ft
25	Printer Catridge (EPSON L 3110) (Original)	106	White Board Stand
26	White Board Marker Pen (Green)	107	Calling Bell
27	White Board Marker Pen (Blue)	108	I Card (PVC Printed with Lace & Holder)
28	White Board Marker Pen (Black)	109	Water Bottle
29	White Board Marker Pen (Red)	110	Water Glass (Plastic)
30	Envelope 10x5	111	Water Glass (Glass)
31	Envelope 11x5	112	Green Cloth 1mtr.
32	Envelope A4 Plastic Coated	113	White Board duster
33	Envelope A4	114	Room Freshner
34	Envelope Legal	115	Match Box
35	Envelope Legal Plastic Coated	116	White Sutli
36	Envelope 16/12 inch	117	Muritic Acid
37	Envelope 10/12 inch Cloth Coated	118	Gum Boot-6/7/8/9 number
38	Envelope 15/11 inch Cloth Coated	119	Punch Machine (Single Hole)
39	Envelope 16/12 inch Cloth Coated	120	Punch Machine (Double Hole)
40	Carboon Paper (per packet)	121	Rubber Band
41	Ruler (scale) 1ft.	122	Issue Register
42	Cello Tape 4 inch	123	Despatch Register
43	Cello Tape 2 inch	124	Air Freshener
44	Jems Clip Plastic	125	Hand towel white
45	Jems Clip Metal	126	Markin Cloth
46	Double Tape	127	Rope (Plastic)
47	Staff Attendance Register (Big)	128	Rope (Jute)
48	Staff Attendance Register (with In/Out Time)	129	Pen Drive
49	Pencil	130	Glass Markar
50	Whitener	131	USB Keyboard
51	Stepler Pin 24 No	132	USB Mouse
52	Stepler Pin 10 No	133	Wireless Mouse
53	CD/DVD Marker	134	Wireless Keyboard
54	Eraser	135	Speaker
55	Calculator Big	136	Webcam

56	Brown Paper	137	Stand Fan (Metal Body)
57	Paper Weight	138	Wall Fan
58	Gala Stick	139	Flex Normal (per Square Feet)
59	Service Book (Pre Printed)	140	Flex Hot (per Square Feet)
60	Battery AA	141	Index File
61	Battery AAA	142	Spring File
62	Gum 100 ml	143	Meeting Pad
63	Stamp Pad (Size - 110mm X 69mm)	144	Executive Meeting Pad
64	Board Pin	145	Spiral Meeting Pad
65	Student Attendance Register Book (Big)	146	Binder Clip (15mm,25mm,55mm)
66	Paint Brush 2 inch	147	Highlighter
67	Phenol 5ltr.	148	Knife
68	Lizol 1 ltr	149	National Flag (Standard Size)
69	Lizol 5ltr	150	Needle (Big)
70	Brush Basin/Floor	151	Packing Tape
71	Dustbin (20ltr) with Cover	152	Scissor 8"
72	Dustbin (30ltr)with Cover	153	Sticky Note (3" x 4")
73	Dustbin (60ltr)with Cover	154	Pre Ink Stamp (P3 & P4)
74	Handwash 200ml.	155	Pre Ink Stamp Round (P3 & P4)
75	Bucket 20ltr.	156	Polymer Stamp (P3 & P4)
76	Cealing Broom	157	Curtain for Door & Window
77	Mug Plastic	158	Blinds for Window
78	Harpic 1ltr.	159	Pen Stand
79	Harpic 500ml	160	Sharpner
80	Broom Stick (Phool Jharu)	161	Frame Binding with glass (per SQft)
81	Notice Board	162	Key Holding Board