

# **ANNUAL TENDER: 2015-16**



**TENDER No.: 23 / 2015 - 2016 / IGIMS / Store.**

**GROUP: E**

**Printing Formats of forms, General & Stationery Items**

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**IMPORTANT DATES**

<b>Last date for submission of Bidding Document</b>	07.05.2015 till 3:30 P.M.
<b>Due date and time of Opening of Technical Bid</b>	08.05.2015 at 3:00 P.M

**SCHEDULE OF THE REQUIREMENTS AND OTHER DETAILS**

## Item Description

### **GROUP-“E”** **(PRINTING OF FORMATES AND GENRAL & STATIONERIES ITEMS)** **LIST OF PRINTING ITEMS**

<b>Sl.No</b>	<b>Name of the Item</b>
1.	Printing on ¼ Size Orient Demy 7.3 Kg.-57 GSM Paper Single Side printing-Enclose Sample
2.	Printing on ¼ size –Orient Demy 7.3 Kg. 57 GSM Paper-Both Side printing-Enclose Paper Sample
3.	Printing on ¼ size Sunlit Bond Paper 7.7. Kg. 58 GSM Paper Single side printing-Enclose Paper Sample
4.	Printing on ¼ size Sunlit Bond Paper 7.7. Kg. 58 GSM Paper both sides Printing-Enclose Paper Sample
5.	Printing on ¼ Size colour Shirpur 5.4 kg 44 GSM Paper single side printing- Enclose paper sample
6.	Printing on ¼ Size colour Shirpur 5.4 kg 44 GSM Paper both side printing- Enclose paper sample
7.	Printing on 1/8 Size Colour Shirpur 5.4Kg. 44 GSM Paper Single Side Printing-Enclose Paper sample
8.	Printing on 1/8 Size Colour Shirpur 5.4Kg. 44 GSM Paper both Side Printing-Enclose Paper sample
9.	Printing on 1/8 size Orient Demy 7.3 Kg. 57 GSM Paper Single side printing–Enclose Paper Sample
10.	Printing on 1/8 size Orient Demy 7.3 Kg. 57 GSM Paper Both side printing–Enclose Paper Sample
11.	Printing of Book-size ¼. 100x2 single side, Printing on Shirpur Paper 5.4 Kg. 44 GSM Colour & White-Enclose Paper sample with Sl, No
12.	Printing on Colour Pulp Board Paper 10 Kg. Gross Wt. 70 GSM Size-09x12 cm, single side printing – Enclose paper sample with Sl.No.
13.	Printing on Orient 8.5 Kg. Paper size 13”x13” both side printing-Enclose paper sample
14.	Printing on Books on Orient 8.5 Kg. Paper size 13”x17”-100x2 sheets, Printing Ruling on single side with binding and covering with 22 Kg. Craft Paper Yash Make.-Enclose Sample of Orient Paper and Craft Paper )
15.	Measurement Book-size- 1/8, 100 pages with printing on white Orient Paper & Ruling on both side with cover of hard koot. -Enclose paper sample with Sl.No.
16.	Register Printing on 12 Kg. 80 GSM Ballarpur Ledger Paper,Size-18”x22”- 10 Qr. Both side printing and ruling with covering and raxine pasting on cover.-Enclose Paper Sample with Sl.No.
17.	Register Printing –Size-18”x14”, 10 Qr. Paper qualities and other work as mentioned in Sl.No. 18-Enclose paper sample with Sl.No. No.
18.	Register Printing Size-8 1/2”x13 1/2”, 06 Qr. Paper Quality and other works as mentioned in Sl.No.18-Enclose Paper Sample with Sl.No.
19.	Register Printing Size- 15”x20”, 06 Qr. Paper qualities and other works as mentioned in Sl.No.18-Enclose Paper sample with Sl.No.
20.	Envelop (Best Quality with Printing on cover) 22 Kg. Craft Paper Yash Make Size- 9”x4”, 11”x5”, 14”x17”, 10”x12”, 8”x10”. 15”x12”
21.	Envelop (Best Quality with Printing on cover) 22 Kg. Parchment Paper Size- 9”x4”, 11”x5”, 14”x17”, 10”x12”, 8”x10”. 15”x12”
22.	Envelop ( Best with Printing on cover) 38 Kg. Natural Sad 120GSM Paper Size- 14 ”x17 “,M.J.Board
23.	E C G Card Printing on Pulp Broad 10 Kg. Gross Wt. Paper Size-1/8 Double Fold.
24.	Printing on Pulp Board Paper 10 Kg. Gross Wt. Paper Size – ¼ Double Fold both side printing-Enclose Paper sample with Sl.No.
25.	Printing of Certificate, Size- ¼ Demy on Ivory Board Paper, Screen-Printing after Computer Composing for 100 pcs. –Enclose Sample with Sl.No.
26.	Best Quality Note Sheet (IGIMS Printed)– 8 ½ “ x 13” on ladger paper balarpur made 10.3 kg
27.	Institute Pad – A/4 size on executive bond paper 85GSM
28.	Clip File Best Quality ( IGIMS. Printed) Extra thick
29.	Fly Leaf Best Quality ( IGIMS, Printer) Hard Board cloth pasting inner & upper
30.	ECC Format
31.	ICU Master chart
32.	Donor Master Record Register
33.	Donor Counseling Register
34.	Donor Reaction Register
35.	Blood Bag Sterility Register
36.	Blood dropping Register
37.	Volunteers Register
39.	Reverse Group Register
40.	TTI Register-HIV, HCV, HBsAg, RPR, MP
41.	A,B,O,AB Blood bag Sticker

42.	A,B,O,ABPlatelet/Plasma, Platelet, FFP Concentrate
43	Consent form
44.	Demand Form
45.	Book Pocket
46.	Book Slip
47.	Book Card
48.	Borrowers Card
49.	<b>Answer Sheet – 8 to 10 Pages</b> (Printing on ¼ size Sunlit Bond Paper 7.7 Kg. 58 GSM Paper both sides Printing-Enclose Paper Sample)
50.	<b>Additional Answer Sheet 4 to 6 Pages</b> (Printing on ¼ size Sunlit Bond Paper 7.7 Kg. 58 GSM Paper both sides Printing-Enclose Paper Sample)
51.	<b>Practical Answer Sheet 4 to 6 Pages</b> (Printing on ¼ size Sunlit Bond Paper 7.7 Kg. 58 GSM Paper both sides Printing-Enclose Paper Sample)

**NOTE: RATE ABOVE ITEMS IF QUOTED WITHOUT SAMPLE AND THEIR SL.NO.WILL NOT BE CONSIDERED.**

**(GENERAL ITEMS)**

“LIST OF GENERAL ITEMS”

<b><u>Sl.No.</u></b>	<b><u>Name of the Item</u></b>	
01	Table Duster: 24”x24”	Enclose Sample with Sl.No. , Stamp & Signature
02	Life Buoy Soap: 75 mg., 100 mg.	
03	Robin Blue 01 K(Neel)	
04	Wash Soda Ash(I S I Mark)	
05.	Dettol Soap	
06.	Glass Tumbler YEAR No.27	
04	Dustbin Perforated Big Size	
05	Acid for Cleaning: 450ml. Bottle	“ “
06	Plastic Bucket 20 Lt. with Lid: Price Make	“ “
07	Plastic Bucket 20 Lt. without Lid: Price Make	“ “
08	Plastic Drum 65 Lt. : without Lid: Price Make	“ “
09	Plastic Drum 100 Lt.: with Lid: Price Make	“ “
10	Vim Popular 01 Kg. (H.L.)	
11	Bleaching Powder (I S I mark)	
12	Detergent Powder : 01 Kg. Pack	
12	Floor duster 30”x30”	
13	Bottle Brush: Small & Big	
14	Finit Pump Plastic Body	
15	Finit In One Liter pack	
16	Phool Jharu – 350 gm.	
17	Narial Jharu- 500 gm.	
18	Odonel 50 gm	
20	Nepthaline Ball (Different Size)	
21	Phenyl 4 or 5 Liter pack ISI mark	
22	Torch 2 cell Steel/Plastic Body without Battery	
23	Torch 3 cell Steel/Plastic Body without Battery	
24	Battery : Small, Medium-special, Big-special,Pencil Batte	
25	ry,Button Cell	
26	Pazer Battery-AAA	
27	Plastic Mug- 1.5 Liter	
28	Plastic balti	
29	Fax Paper- 90 Meter (Modi/Kores	
30	<b><u>Small Size Fax Roll (210 mm x 30 Mt.)</u></b>	
31	Paper weight –Glass	
32	Link Lock- 41 No	
33	. Link Atoot Lock No.- 40, 50, 60 & 65.	
34	Slipper Rubber and PVC Soft male and female No. 5, 6, 7, 8, 9 & 10.	
35	Pin Cushion (magnetic)	
36	Tissue Paper Roll 200 gm	
37	Plastic Mug-2.5 Lt., with Lid	
38	Rubber Band (Big and Small)	

- 39 Knife (Paper Cutter)
- 40 Scale Steel 24"
- 41 Sketch Pan
- 42 O.H.P. Pen (Permanent Marker)-Four Colour
- 43 Board Pin
- 44 Ferial Gum
- 45 Waste disposal bin with lid and lever-Different sizes
- 46 Slipper- All size (5, 6, 7, 8-9)
- 47 Plastic Bag Size 30"x20" colour Red, Black,Blue,Green, Yellow
- 48 Thick white Plastic
- 49 Battery for Tosar
- 50 Laundry bag Stand
- 51 Plastic Basin
- 52 Suitcase 20" with Key
- 53 Cloth Marking Ink
- 54 Gasliter
- 55 Water filter
- 56 Zorik
- 57 Black Sandil size 5,6,7"
- 58 Jungle Boot 6,7,8
- 59 Cloths Shoes 6,7,8
- 60 Wall Clock

**ALL THE ABOVE ITEMS SHOULD BE SUPPORTED SAMPLE AS FAR AS POSSIBLE WITH DETALS OF MAKE AND QUALITY OF PACK/CAPACITY.**

### **LIST OF STATIONARY ITEM**

#### **Sl.No. Name of the Item**

1. Computer Paper : 8x12x1 - 100 GSM -( -mention make)
2. Computer Paper : 10x12x03-Plain-250 Sheet-Pkt./Commercial Pkt. 60 gsm -good quality-(If available-mention make)
3. Computer Paper :10x12x01-Plain-1000 Sheet-Pkt./Commr.Pkt.60 gsm -good quality -(If availavle-mentione make)
4. Computer Paper-15x12x01-Plain-1000 SheetPkt. /Commer. Pkt. 60 gsm -good quality-(If available- mention make)
5. Computer Paper-15x12x03-Plain-250 Sheet/Commercial Pack 60 gsm -good quality-(If available- mention make)
6. Computer Ribbon: Ink Line:EPSON-Ex-1000 and T V S – MPS 345 & 240
7. Computer Ribbon: Ink Line:EPSON-Ex-1050 and T V S- MPS 345 &240
8. Ink Jet Printer Colour Cartradgeze-Mention the make.
9. Carbon –Kores-100 Sheet :Tip-Top- 5 Star
03. Pencil (Blue)Carbon –Kores- (SAPPHIRE) 100 Sheet
04. Typing Paper 200 sheet Packet (enclose paper sample)
05. Guard File (Enclose Sample with Signature & Stamp)
06. Register Plain & Ruled- General- Size:1 Qr.,2 Qr.,4 Qr.(Enclose Sample with Signature & Stamp)
07. Stencil Paper-Kores – 50 sheet
08. Stapler No. 10 Max/Kangaroo
09. Stapler No. 24/6 Max/Kangaroo (big/Small)
10. Stapler No.23/17 Max/Kangaroo
11. Staple Pin for above Machine
12. Scale Plastic (Kores) 12"
13. Plain/Ruled Paper: Full Scape Size (Each Quire)
14. Ink Pad (Kores/Camel) Small, Medium (Mention Make) and Big
15. Correcting Fluid(White for Typing with Set of Dilution-mention make)
16. Correcting Fluid (Red) for Stencil Paper (mention make)
17. Gum- 300 ml- Bottle (Kores)
18. Typing Ribbon – Kores
19. Paper Pin (Tiger) 100 gm. Gross wt.
20. Cover File with printing IGIMS & Monogram on the top.
21. Glass Marking Pencil
22. Stamp Pad Ink

23. Punching Machin: - Small & Big Size
24. Peon Book (Mention Page No.)
25. Short hand Book –Milan (Mention Page No)
26. Signature Pad
27. Dispatch Register :4 Qr., 6 Qr., (Enclose Paper Sample with Signature & Stamp)
28. Issue Register: As above in Sl.No. 34.
29. Receipt Register: as above in Sl.No. 34.
30. Stock Register : 4 Qr. , 8 Qr., (Enclose Paper Sample with Signature and stamp)
31. Photostat Paper-A-4-Modi Challenger (MX) 2/-
32. Photostat Paper-A-3-Modi Challenger
33. Attendance Register- 12 Page
34. Attendance Register- 01 Qr.
35. Gem Clip-Nickel & Plastic coated 100 pcs.
36. Cloth Envelop: 10"x14", 10"x12", 08x10"
37. Cello Teps ( $\frac{1}{2}$  x9 Mt)
38. Cello Teps (Biggest Size-mention the size)
39. Tag Bunch: 100 pc. (Enclose Sample)
40. Fly Boar
41. Transparncy Sheets(OHP)
42. OHP Pen Set (Blue,Black,Red,Green)
43. Chalk (White) & Different Colour
44. Floppy (3  $\frac{1}{4}$  ",DD/DS,1.4 MB)
45. Board Pen (Blue,Black,Red,Green)
46. Blotting Paper sheet.
47. Heucoblast roll
48. HPS 610 C Color Ink Cartridge / Black and white cartridge
49. HPS 840C B /W Ink Cartridge/Color Cartridge
50. HP Laser 1100, 1022,1007,1108,1020,1005 , Ink cartridge ( B/W)
51. Ribbon Cartridge CWIDROLX- 800
52. DMP MSP 345 + Ink Ribbon For Printer
53. Computer Printer Head MSP –345 and 240 +
54. CD/CD case
55. EEG paper
56. HP Colour Laser jet for 1600, 1022,1007,1108,1020,1005 model Cartridge

Note: Weight/Thickness (in GSM) and quality of paper should be mention, wherever applicable.

**ALL THE ABOVE ITEMS SHOULD BE QUOTED WITH SAMPLE AND DETAILS OF MAKE**

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