



Tele : 011-25683475
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(REQUEST FOR PROPOSAL)

Central Organisation, ECHS
Adjutant General's Branch
IHQ of MoD (Army)
Maude Lines
Delhi Cantt – 110 010

B/49798/LP/ (Gen)/AG/ECHS/2014-15

23 Feb 15

INVITATION OF BIDS FOR SUPPLY OF A4 PAPER
PHOTOCOPIER PAPER

1. Bids in sealed cover are invited for supply of under mentioned items in the format mentioned below. Please super scribe the above mentioned Title, and date of opening of bids on the sealed covers to avoid the bids being declared invalid.

Ser No.	Description of Items	DOQ	Qty	Approx Rate (Rs)	Tax @	Amount (Rs)
1	Photocopy Paper Size- A4, 70 GSM (For use in Copier Machine Laser Printer, Inkjet Printer)	Ream	300			

2. **PLEASE SUPERSCRIBE OUR REF NO. AND DATE OF TENDER OPENING ON SEALED COVER.**

3. Last Date and Time of submission of bids : **1100 hrs on 02 Mar 15**
(The Bidders may depute their representatives, duly authorized in writing, to attend the opening of Bids on the due date and time. **Full Particulars of the Rep authorised to attend the tender opening are to be communicated to this office well in advance by Fax/Email for facilitating the entry of Reps to Tender Opening Room.** Rates and important commercial/technical clauses quoted by all Bidders will be read out in the presence of the representatives of all the Bidders. This event will not be postponed due to non-presence of your representative).
4. Place of Tender Box : **Central Organisation ECHS**
5. Place and of opening of bids : **Conference Hall, Central Organisation ECHS (1200 Hrs on 02 Mar 15)**
6. Clarification regarding contents of Bids : Any clarification regarding content of RFP can be sought from Jt Dir (P&FC) at Tele No. 25683475 or through e mail at dirproc@echhs.gov.in latest by 1600 hrs on 27 Feb 15. Any of your representatives can visit our office between 0900 hrs to 1700 hrs on all working days only after prior appointment.
7. Validity of bids: All bids should remain valid for a period of 60 days from the date of opening of bids.
8. Payment: Payment will be made through PCDA, New Delhi through RTGS/NEFT.
9. Inspection authority : Jt Dir (Establishment), Central Organisation ECHS, Maude Lines, Delhi Cantt.
10. Place of delivery: Central Organisation ECHS, Maude Lines, Delhi Cantt-10.

11. Kindly attach a sample of the paper for which bids have been submitted.
12. Appended please find bid format for submitting your quotes.
13. Items are to be delivered at our office location by bidder FOC basis.

BID FORMAT

Ser No.	Description of Items	Make/ Brand	DOQ	Qty	Rate per Ream (Rs)	Sample Attached Yes/No	Tax @ . %	Amount per Ream (Rs) (Inclusive of all overheads)
1	Photocopy Paper Size- A4, 70 GSM (For use in Copier Machine Laser Printer, Inkjet Printer)		Ream (500) Pages	300 (Ream)				

xxx

(Shekhar Chopra)
Wg Cdr
Jt Dir (P&FC)
For Managing Director

LIST OF VENDORS FOR ISSUE OF RFP

	<u>Name of the Vendor</u>	<u>Address</u>
1.	M/S Kamna Enterprises	C-1/A 55C, Janakpuri New Delhi – 110 058
2.	M/S MS Infotech	RZF-1/251, Street No. 3, Palam Dabri Road Mahavir Enclave, New Delhi-110045
3.	M/S Indian Computech	WZ-1656-A, First Floor, Nangal Raya, Behind Nangal Raya Mother Dairy, New Delhi-110046
4.	HQ KE Business Systems	GF-29, Kirti Deep Building, R.B.C, DDA Complex , Nangal Raya, New Delhi-110046
5	M/S Om Sai Enterprises,	WZ-130/A, Naraina Village, New Delhi- 110028
7	M/s Aarav Enterprises	RZ-18, D/3, 3 rd Foor, West Sagarpur, New Delhi-110046
8	M/s Shivam Enterprises	WZ-3A, 1 ST Floor Ring Road, Naraina New Delhi -110028
9.	M/s Army Enterprises	WZ-853, Pankha Road Nangal Raya, New Delhi – 46
10.	M/s Shree Goverdhan Enterprises	RZC 161/1, Gali No. 14/2, Sadh Nagar Palam Colony New Delhi-45
11.	M/s Mohit Enterprises	WZ-1409, D-1, Ground Floor, Nangal Raya, New Delhi-110046
12.	M/s SK Enterprises	WZ-870A, Nangal Raya, Pankha Road, New – Delhi-46

13. M/s Mangal Enterprise

House No. 331, Pocket 1, Sector2, Dwarka, New Delhi

BID FORMAT

Ser No.	Description of Items	Make/ Brand	DOQ	Qty	Rate per Ream (Rs)	Tax @ %	Amount per Ream (Rs)
1	Photocopy Paper Size- A4, 70 GSM (For use in Copier Machine Laser Printer, Inkjet Printer)		Ream (500) Pages	300 (Ream)			