



SIMFED

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Sikkim State Cooperative Supply and Marketing Federation Ltd.

Above Sangram Bhawan, Development Area, Gangtok, East Sikkim

Ref. No.: SIMFED/17-18/ GM-1/66

Date: 9.11.2017

NOTICE INVITING QUOTATIONS (N.I.Q.)

Sealed quotations are invited from Suppliers (Empanelled with SIMFED) for establishment of rates for the following items.

SI No	Particulars	Quantity
1	Poly pipe	4 coils
2	Kata(small)	15 Nos
3	Carpet	2 Set
4	Marigold seeds	10 pkt
5	Seneria	15 pkt
6	Petunia	15 pkt
7	Petunia double	15 pkt
8	Daisy mixed	15 pkt

Terms and conditions:

1. The quotations must be submitted in a sealed envelope. NIQ Reference Number must be written very clearly on the envelope.
2. Only Quotations from Empanelled suppliers/ Vendors of SIMFED shall be accepted. Empanelment must be valid (Expired empanelment shall not be accepted).
3. All Quotations are to be submitted to the General Manager-I, SIMFED, Development Area, Opposite SSB Office, Gangtok, East Sikkim 737101, 23/11/2017. No quotation will be accepted after 12:00 noon.
4. The tenderers must submit the relevant documents like ,GSTIN, Distributorship/Dealership/Channel Partnership of the company, warranty of the material.
5. The detail list of items can be collected from the office of the General Manager-I during the working hours.
6. The prescribed tender fee of Rs 100/- only may be deposited along with the submission of quotations.
7. Trade discounts being offered to SIMFED must be mentioned clearly in the quotations.
8. Payment on successful supply will be made only after receipt of the payment from the indenting department.
9. The vendor submitting the quotations must have cleared the processing fees and other dues with SIMFED Accounts Section.
10. Submission of the quotations assumes that the party has accepted all the terms & conditions and will accept the decision of management of SIMFED.
11. The rates submitted by the L1 shall be verified and if found abnormally higher than the prevailing rates of the market then the management reserves the right to cancel/ renegotiate or any other decisions that may be beneficial for the end buyer.
12. Supply order shall be given to the lowest bidder and after acceptance of the rates by SIMFED on the condition that the rates are further accepted by the indenting department and a Supply Order is issued by them in favour of SIMFED.
13. The management of SIMFED reserves the right to accept or reject any quotations without assigning any reasons thereof. The Decision of the Managing Director is final & binding on all in all circumstances & situation.
14. SIMFED RESERVES THE RIGHT TO CANCEL THIS NIQ AT ANYTIME.

General Manager (I)

SL.No.	Particular of Items	Unit	Qty.
1.	Paper (A4 size)	Per bundle	10 bundles
2	Paper (Legal size)	Per bundle	10 bundies
3	DFC Paper	Per bundle	1 bundle
4	Envelope (letter)	Per packet	30 Pkts
5	File Envelope (A4 size)	Per No.	100 nos.
6	File Envelope (Legal size)	Per No.	100 nos.
7	File Board with cover(Green Colour as per sample)	Per No.	100 nos.
8	File Board with cover(STATE CAMPA as per sample)	Per No.	100 nos.
9	Printer (HP Laser Jet P1007)	Per No.	2 nos.
10	Printer Cartridge (88A)	Per No.	5 nos.
11	Extension Cord (Multiple Hole)	Per No.	2 nos.
12	Stapler Pin (Big)	Per packet	10 pkts
13	Punching Machine	Per No.	5 nos.
14	Colour flag	Per No.	5 nos.
15	File Tag	Per bundle	10 bundles
16	Glue (Liquid)	Per Bottle	5 bottles
17	Cello Tape (big)	Per No.	2 nos
18	Cello Tape (small)	Per No.	2 nos.
19	Scissor (big)	Per No.	2 nos
20	Scale (12")	Per No.	2 nos.
21	Ball Pen (Cello Gripper)	Per Packet	2 packets
22	Correcting Pen	Per No.	5 nos.
23	Highlighter	Per No.	5 nos.
24	Marker Pen	Per No.	5 nos.
25	Electric Kettle (big)	Per No.	1 no.
26	File folder	Per dozen	1 dozen
27	Meeting note book	Per dozen	1 dozen
28	1 drawer/almirah (Godrej) (for Bulbuley Nursery)	Per No.	1 no.
29	Dust bin	Per No.	5 nos.
30	100 GB (external hard disk)	Per No.	1 no.
31	Pen Drive 16 GB)	Per No.	1 nos.
32	UPS (Microtek)	Per No.	4 nos.
33	Seal : SPIO-cum-DFO (FCA)	Per No.	2 no.
34	Seal : ASPIO-cum-ACF (FCA)	Per No.	2 no.
35	Seal : CF-cum-Nodal Officer (FCA)	Per No.	2 no.
36	Seal: DESPATCHED	Per No.	2 nos.
37	Seal : RECEIVED	Per No.	2 nos.
38	Register (20 no.)	Per No.	2 nos.
39	Register ((Attendance)	Per No.	1 no.
40	Stock Register (20 no.)	Per No.	3 nos.
41	Chair Cushion (All staff of FCA)	Per No.	10 Nos
42	Key Board (HP)	Per No.	2 Nos.
43	Pencil battery for Wall clock	Per No.	12 Nos