

**Government of West Bengal**  
**Office of the Superintendent, Mekhliganj Sub Correctional Home**

**NOTICE INVITING TENDER**

Sealed Tender are invited by the undersigned for supplying Dietary & Miscellaneous articles to Mekhliganj Subsidiary Correctional Home for the period from **01.04.2018 to 30.09.2018** as per schedule available in the office of the superintendent, Mekhliganj Sub Correctional Home. Terms and Condition are as mentioned below:-

- 01) Tender should reach the undersigned **on or before 11:00 a.m on 14.03.2018** & the same will be opened at **01.00 p.m on 14.03.2018.**
- 02) The final acceptance of the Tender is subject to the approval of the DG & IG of Correctional Services, West Bengal.
- 03) No Tender will be accepted unless is accompanied by sum of Rs. 10,000/- only as earnest money in the form of T.R.Challan/NSC/KVP/Bank Draft to be deposited and duly endorsed in favour of the Superintendent, Mekhliganj Sub Correctional Home.
- 04) The Tender Papers should be accompanied with Trade License, I.T. Pan Card, GST Registration Number, Valid Professional Tax Clearance challah and experience certificate relating to similar supply works to any Govt. concern for not less than 5(Five) years should also be furnished along with Tender Paper.
- 05) Rates quoted should be inclusive of all taxes, if any; illegible writing and conditional rates will not be accepted.
- 06) Supply order are to be collected from the Correctional Home office every day at the evening & supply is to be made at the very time stipulated by the home authority. Supply have to be done at the Correctional Home gate at own cost. Supplied articles should be fresh & best in quality.
- 07) Samples of non-perishable articles must invariably be submitted along with the Tender in glass containers or transparent poly pack in sealed cover, so they can be seen from outside.
- 08) Immediately on receipt of final acceptance decision from the DG & IG of Correctional Services, W.B, the successful tenderers will be required to sign contract deed & deposit security money to obtain supply orders failing which Earnest money, deposited, will be forfeited.
- 09) The undersigned does not bind himself to accept the lowest rated of any Tender or to give any reason thereof. He also reserves the right of reducing by any amount or increasing up to 25% of quantity tendered for in each case.
- 10) In case of milk or other articles the purity of which is subject to chemical test is found to be adulterated and not up to the standard, the suppliers shall to bear the charges of this chemical test. The payment in respect of supplies found to be adulterated or inferior to the standard quality may be totally withheld or maid at reduced rate.
- 11) Tenderers may remain present at the time of opening of the Tender and the completion of comparative statement if they desired and they may could their initials all the tenders of their competitions as the tenders are opened and read out.
- 12) Schedules of articles will be supplied from 22.02.2018 at any working days from 11:00 a.m. to 12.00 noon and any other information if required may be obtained from the undersigned.

  
Superintendent

Mekhliganj Sub Correctional Home

Memo No:- **51/14/EB,**

Dt. **21/02/2018**

Copy forwarded for Information with request to public display of the said TENDER NOTICE please.

To:- (1) The OSD & EO DG & IG of Correctional Services, W.B, Jessop Building, 63 N.S. Bose Road, Kolkata-700001, (2) The Additional Inspector General of Correctional Service(North), West Bengal, at Kachari More, Siliguri, District:- Darjeeling (3)The District Magistrate, Coochbehar. (4) The Sub Divisional Officer, Mekhliganj (5) The Superintendent, Mekhliganj Sub Divisional Hospital, Mekhliganj, (6) The Chairman, Mekhliganj Municipality, Mekhliganj, (7) The Post Master, Mekhliganj Post Office, Mekhliganj (8) The District Information & Cultural Officer, Cooch Behar. (9) The B.D.O, Mekhliganj (10) The Superintendent, Coochbehar District Correctional Home.(11) The Superintendent, Mathabhanga Sub Correctional Home. (12)The Superintendent, Jalpaiguri Central Correctional Home.(13) The D.I.O, N.I.C., Cooch Behar, He is requested to publish the Tender Notice in the District Website. (14) Notice Board, Mekhliganj Sub Correctional Home.

  
Superintendent

Mekhliganj Sub Correctional Home

**21/02/18**