



कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(MINISTRY OF LABOUR AND EMPLOYMENT, GOVT. OF INDIA)
क्षेत्रीय कार्यालय / REGIONAL OFFICE

भविष्य निधि भवन, एन.जी.ओ. 'बी' कॉलोनी, तिरुनेलवेली - 627 007.

Bhavishya Nidhi Bhawan, N.G.O. 'B' Colony, Tirunelveli - 627 007.

(Ph:0462-2554602 to 2554611, Fax:0462-2554600, E-mail: ro.tirunelveli@epfindia.gov.in)



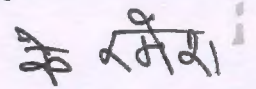
सं:सीबीई/तिरु/क्षे.का/प्रशा-II/कोटेशन/2018

दिनांक:22.03.2018

कोटेशन (दर सूची) के लिए आमंत्रण

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, तिरुनेलवेली ख्याति प्राप्त आपूर्तिकर्ताओं से लेखन सामग्री, मुद्रण सामग्री एवं कंप्यूटर संबंधी सामग्री की आपूर्ति हेतु वार्षिक ठेके के लिए सीलबंद कोटेशन (दर सूची) आमंत्रित करता है जैसा कि संलग्न अनुलग्नक में दिखाया गया है। अनुरोध किया जाता है कि अपने दरों को सामग्री वार एवं यूनिट वार दर्शाए जाए। दर्शाए गए दर वित्तीय वर्ष 2018-19 के लिए लागू होंगे। सामग्री के दर जहाँ कहीं लागू होते हैं वहाँ एम.आर.पी. से प्यादा नहीं होने चाहिए। निविदाकर्ता द्वारा हस्ताक्षरित प्रत्येक सामग्री वार एवं यूनिट वार मूल्य के विवरण सहित कोटेशन विधिवत मुहरबंद लिफाफो में जिस पर 'वर्ष 2018 - 19 हेतु लेखन सामग्री एवं मुद्रण सामग्री के लिए कोटेशन' लिखकर अधोहस्ताक्षरी को दिनांक 05.04.2018 अप: 04:00 बजे को या उससे पहले प्रस्तुत करें। नमूना प्रपत्र/मुद्रण सामग्री को इस कार्यालय से किसी भी कार्य दिवस पर पूवा:10:00 बजे से अप: 05:00 बजे तक सत्यापित किया जा सकता है। उपलब्ध बोलीदाताओं यदि कोई हो की उपस्थिति में दिनांक 06.04.2018 को अपराह्न 03:00 बजे कोटेशनों खोले जाएँगे।

इस कार्यालय के पास बगैर कोई कारण बताए सभी कोटेशन या काई कोटेशन रद्द करने का सर्वाधिकार होगा एवं इस संबंध में कोटेशन संबंधी किसी प्रकार के विवाद होने पर क्षेत्रीय भविष्य निधि आयुक्त-1, क्षेत्रीय कार्यालय, तिरुनेलवेली निर्णय ही अंतिम माना जाएगा एवं यह आप पर बाध्यकारी होगा। जिन सूची पर उल्लिखित वस्तुओं के लिए यूनिट वार / सामग्री वार कीमत जमा की जानी है, कर्मचारी भविष्य निधि संगठन की वेबसाइट www.epfindia.gov.in से डाउनलोड किया जा सकता है।



(के. रमेश)

सहायक भविष्य निधि आयुक्त(प्रशा)



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No.CBE/TNY/RO/Adm-II/quotation/2018

Date: 22.03.2018

INVITATION FOR QUOTATION

Employees Provident Fund Organisation, Regional Office, Tirunelveli invites Sealed quotations for annual contract for supply of Stationary items, Printing items, Computer Stationery & consumables as shown in the enclosed Annexure from the reputed Suppliers. It is requested to *quote the price item-wise /unit-wise*. The rates quoted will be applicable for the financial year 2018-19. The cost of the items **should not exceed M.R.P** wherever applicable. The quotations should be submitted in a sealed cover alongwith signed statement of item-wise/unit wise price quoted for each item by the Tenderer & super scribing "Quotation for Stationary & Printing items for 2018-2019" and be submitted to the undersigned on or before 05-04-2018 by 04.00 P.M. positively. The sample forms/printing items can be verified on any working day between 10 A.M. to 05 P.M. from this office. Quotations will be opened on 06-04-2018 at 03.00 P.M in the presence of available bidders, if there any.

This office reserves all the rights to reject or cancel any or all the quotations received without assigning any reason and the decision of the Regional P.F. Commissioner-I, Regional Office, Tirunelveli on any issue concerning the quotations, shall be final and binding on you. The list of items for which unit wise /item wise price to be submitted can be downloaded from the WEBSITE www.epfindia.com/Tenders

(K.Ramesh)

Assistant P.F.Commissioner(Adm)

Copy to:

EDPC.....With request to place the qotation on EPFO Web.

QUOTATION FOR STATIONERY for 2018 - 19.

Sl. No.	Particulars	Sl. No.	Particulars
1	Carbon Kores Blue 100 sheets	36	Rubber band Nylon 3 inches (1 st quality) - 1 Kg (Appu)
2 a	Cello Tape (12 pieces in each box) 50 metres length (1/2 inch)	37	Sealing wax (8 Stick big)
2 b	Cello Tape (12 pieces in each box) 50 metres length (1 inch ,2 inches)	38	Scribbling pad Essar No. 3
2 c	Cello Tape (12 pieces in each box) 50 metres length (2 inches)	39	Scribbling pad Essar No. 2
3	Correcting fluid (kores-white) Pen type- Reynolds	40	Sketch Pen (Camel big size)
4	Country twine	41	Shorthand note book
5	Eraser (Apsara, Camel)	42	3 Quire Leather Bounded Register
6	Cello/Linc Executive Gel Pen (Green) Rs10.00	43	Stapler pin Kangaroo No. 10 mm/Max1 0
7	Uni-ball Pen all color	44	Tin Tag 8 inch Good Quality
8	Refill Pen First Quality Rs.5.00	45	Thread roll (Simco) - size 100
9	Refill Pen First Quality Rs10.00	46	Thread roll (Simco) - size 200
10	Good Quality Gel Pen Rs.5.00	47	White paper (TNPL) easy writing - Per Ream
11	Good Quality Gel Pen Rs10.00	48	White paper pad (100 Sheets)
12	Finger grip (Kores)	49	Wrapper sheet (brown) - without lamination
13	Gem clip (26mm)	50	Water sponge / Damper
14	Gem clip (35mm)	51	Stapler pin Kangaroo(Big) 24 6mmx2mm
15	Gum bottle camel - 150 ml	52	Stamp Pad (Big)
16	Gum bottle camel - 700 ml	53	Stamp Pad (Medium) Both pink & red
17	Packet Paste Sun(Blue) 500gm	54	Punch plier
18	Gum tube (per piece) Camel	55	Conquire paper 500 sheets (Mill pack)
19	Insured cover (cloth type) 40 x 30	56	Xerox paper TNPL A4 (80 GSM)
20	Insured cover (cloth type) 40 x 15	57	Xerox paper TNPL FS
21	Marker pen pik bold Reynolds/Pik	58	Xerox paper TNPL A3
22	White board marker (Camel, Reynolds)	59	Stamp Pad (Small)
23	Needle (medium size) 10 pieces	60	Candle Medium Size
24	Pencil - Natraj	61	Stamp Pad Ink 100 ml
25	Pencil - Apsara	62	Stamp Pad Ink 200 ml
26	Pencil - Zoom	63	Punching Machine (small / single)
27	Paper weight (Glass)	64	Stick on Flag Pocket
28	Paper weight (Rubber)	65	Trimax Clip File (A4 size plastic)
29	Pin box (Bell pin) 26mm	66	FS Trio Plastic Clip File
30	Pin box (Bell pin) 36mm	67	CD Marker Pen
31	Register One quire 1 st quality	68	Fevi Stic 8g
32	Register Two quire 1 st quality	69	Double Punch Plier
33	Register Three quire 1 st quality	70	Scribbling Pad (Ruled) 40Pages
34	Register One quire 1 st quality (Chitta)	71	Punch Plier Heavy Duty
35	1 Quire Chitta Register (Accounting) 1 st quality	72	Trimax Clip File (F S size)

Mention MRP without fail

Printing & Binding Items for the Year 2018 - 2019

Sl No.	Particulars	Quantity	To be printed in
1	Return / Rejection Form	300 pad	
2	Break in service particular	300 pad	Bilingual/Trilingual
3	Note sheets	200 pads	
4	Box size cover (big)	2000 Nos	Bilingual
5	White Colour Window covers 27cm x11cm message printed in multicolour on the reverse side of the cover	50000 Nos	Bilingual
6	Long Size Cover 16.5 X 36.5 Cm with message printed	2000 nos	Bilingual
7	Office cover (ordinary cover) White colour	10000 Nos	Bilingual
8	File cover (Specifying thickness of the cover with sample) Thick Covers in different Colour	6000 Nos	Bilingual
9	File board	300 Nos	Bilingual
10	EL application form	50 pads	Bilingual
11	Contingent bill	15 pads	Bilingual
12	Sanction memo	15 pads	Bilingual
13	Cheque forwarding (cashier/ Adm)	15 pads	Bilingual
14	Transfer forwarding to other regions	50 pads	
15	Guest house reservation proforma	5 pads	Bilingual
16	Form 5 & 10	100 pads	Bilingual
17	MO/Cheque intimation proforma (Ee & Er)	50 pads	
18	Enquiry proceedings conclusion u/s 7A proforma	5 books	
19	Proceedings of the Regional Provident Fund Commissioner, Tirunelveli	20 books	
20	ID sheet for printing 14B and 7Q proceedings	20 books	
21	Coverage proforma u/s 2A	1000 Nos	
22	Coverage proforma u/s 1(3)(b)	1000 Nos	
23	Establishment profile - input data sheet	10 books	
24	Penal notice (non-remittance)	20 books	
25	Penal notice (non-submission of returns)	20 books	
26	Dues report (EPF 12A details) (Proforma A)	20 books	
27	Notice to Estt u/s 13	20 books	
28	Life certificate	75000 Nos	Bilingual
29	Cheque issuing form to bank	1000 Nos	
30	Cheque issuing form to banks	1000 Nos	
31	Payment authority form to bank	1000 Nos	
32	Forwarding of PPO to banks	2000 Nos	
33	Transfer of pension from bank	2000 Nos	
34	Letter for calling for the documents(Pen)	2000 Nos	
35	Letter for payment of widow/children (Pen)	1000 Nos	
36	Letter for calling both halves of PPO	2000 Nos	Bilingual
37	Monthly return for reconciliation of monthly pension amount paid to the bank	200 Nos s	
38	Scheme certificate re-transmission form	1000 copies	
39	Proforma for issue of duplicate scheme certificate	1000 Nos	Bilingual
40	Proforma for rectifying the defects(pension)	1000 Nos	
41	Proforma for F-12A details	20 nos	
42	Form 9 25 folios	100	Bilingual
43	Form 9 50 folios	100	Bilingual
44	M.O. return book	10 pads	

45	Return / Rejection Form	20 books	
46	MO/ Cheque return intimation	20 pads	
47	Pension Scroll Book	5 nos	
48	Cash Book (Cash) Register	5 nos	Bilingual
49	Cash Book (Bank) Register A/c No.2	2 nos	Bilingual
50	VDR Register 200 Folio	15 nos	Bilingual
51	Subsidiary Cash Book A/c. No.1.	2 nos	Bilingual
52	Subsidiary Cash Book A/c. No.2- 100 Folio	2 nos	Bilingual
53	Subsidiary Cash Book A/c. No.10- 100 Folio	2 nos	Bilingual
54	Subsidiary Cash Book A/c. .No.21- 100 Folio	2 nos	Bilingual
55	Un-encashed Cash Book A/c.No.1- 100 Folio	2 nos	Bilingual
56	Un-encashed Cash Book A/c.No.10- 100 Folio	2 nos	Bilingual
57	Form of Inspection Report - Part I	5000 sets	
58	Form of Inspection Report - Part II	50 pads	
59	Application for claiming LTC	5 pads	Bilingual
60	Application for claiming LTC Advance	5 pads	Bilingual
61	Application for encashment of leave	5 pads	Bilingual
62	Bill for advance for TA on tour/ transfer/LTC	5 pads	Bilingual
63	LTC bill	5 pads	Bilingual
64	File Flap	2000 Nos.	Bilingual
65	Broad Sheet	5000 Nos.	Bilingual
66	Form 5A	50 pads	Bilingual
67	Application for advance from SPF	10 pads	Bilingual
68	Application for withdrawal from SPF	10 pads	Bilingual
69	SR Forwarding letter	10 pads	Bilingual
70	TA-DA sanction memo	10 pads	Bilingual
71	Inquiry card(Red Colour)	1000 Nos.	Bilingual
72	Application for TA on transfer	10 pads	Bilingual
73	TA-DA Bill	10 pads	Bilingual
74	Forwardg letter of return to Inward Section	10 pads	Bilingual
75	Forwarding of PPO to Bank	10 pads	Bilingual
76	Holiday home	10 pads	Bilingual
77	Income Tax Form	500 Nos.	Bilingual
78	Children Education Allowance Form	10Pads	
79	UCD Form	100 Pads	
80	Acknowledgement Card	5000 Nos	
81	CL/CH/RH Register Forms	10 Pads	
82	Inquiry card(Green Colour)	1000 No	
83	Composite Claim Form with Instruction (Aadhar)	5000Nos	Bilingual/Trilingual
84	Composite Claim Form with Instruction(Non - Aadhar)	5000Nos	Bilingual/Trilingual
85	Composite Claim Form with Instruction(Death)	5000Nos	Bilingual/Trilingual

Rate for both Bilingual & Trilingual should be quoted separately,

Sl. No.	Description
1	10 x 12 x 1 (60 GSM)
2	10 x 12 x 1 (70 GSM)
3	10 x 12 x 1 (80 GSM)
4	10 x 12 x 2 (60 GSM)
5	10 x 12 x 2 (70 GSM)
6	10 x 12 x 2 (80 GSM)
7	10 x 12 x 3 (60 GSM)
8	10 x 12 x 3 (70 GSM)
9	10 x 12 x 3 (80 GSM)
10	10 x 12 x 4 (60 GSM)
11	10 x 12 x 4 (70 GSM)
12	10 x 12 x 4 (80 GSM)
13	10 x 12 x 1 - 6 H.P. (60 GSM)
14	10 x 12 x 1 - 6 H.P. (70 GSM)
15	10 x 12 x 1 - 6 H.P. (80 GSM)
16	10 x 12 x 2 - 6 H.P. (60 GSM)
17	15 x 12 x 1 (60 GSM)
18	15 x 12 x 1 (70 GSM)
19	15 x 12 x 1 (80 GSM)
20	15 x 12 x 2 (60 GSM)
21	15 x 12 x 2 (70 GSM)
22	15 x 12 x 2 (80 GSM)
23	15 x 12 x 3 (60 GSM)
24	15 x 12 x 3 (70 GSM)
25	15 x 12 x 3 (80 GSM)
26	15 x 12 x 4 (60 GSM)
27	15 x 12 x 4 (70 GSM)
28	15 x 12 x 4 (80 GSM)
29	Form 23 (15x12x1 - 70 GSM)
30	FORM24 (15x12x1 - 70 GSM)
31	A4 Xerox paper (80GSM) with EPFO logo printed

COMPUTER CONSUMABLES & PERIPHERALS : 2018-19

SL. NO.	ITEM	Avalon	Crescent	Agni
1	Lipi Ribbon Cartridge (No.T.6090/T.6100)			
2	Lipi printer Ribbon (25.4 x 42 mtrs.)			
3	Ribbon Cartridge - WEP HQ 1030+			
4	Ribbon Cartridge - TVSE-355			
5	Ribbon Cartridge - TVS Nova (80 Col)			
6	Ribbon Cartridge - WEP HQ 1070 DX			
7	Ribbon Cartridge - TVSE-455 x I Classic			
8	Date Tape DDS-1 DAT 72 (72 GB)			
9	Printer ribbon refill (for Sl. No. 3,4,5,6&7)			
10	Floppy box (1.44)			
11	Blank C.D. (with Cover - PUMA)			
12	Blank C.D. (without box)			
13	Rewritable C.D.			
14	Blank DVDs (With box)			
15	Blank DVDs (Without box)			
16	C.D. Mailer			
17	Cartridge for HP LaserJet M1005			
18	Cartridge for HP LaserJet 2015DN			
19	Cartridge for HP LaserJet M128(88A)			
20	Cartridge for Laser Printer (HP CE 555A) 55A			
21	Cartridge for Laser Printer (HP Q 7516A) 16A			
22	Refilling of cartridges (For Sl. No. 17 to 21)			
23	Pen Drive (Transcend - 2&4 GB)			
24	Pen Drive (Transcend - 8&16 GB)			
25	2GB DDR-3 RAM			
26	Printer Ribbon - Ink Bank (TVS)			
27	Optical Mouse			
28	Mouse Pad.			
29	Mouse (Logitech)wireless			
30	DAT Cartridge HP 160 GB			
31	Key Board (TVS)			
32	CP1025 Colour & Black(126A)			
Sl. No.	HP Laser Printer Model No.	Refill (Rs.) I	Refill & Reconditioning (drum & Blade Change (Rs.)) II	
1.	M 1005			
2.	2015N			
3.	Q7553 (53A)			
4.	HPCE 555A - 55A			
5.	HPQ 7516A - 16A			
6.	HPM128 (88A)			