

Government of West Bengal
Office of the Director General & Inspector General of Police
State Crime Records Bureau
Arahsha Bhawan Block-DJ, Sector II, Salt Lake City, Kolkata-700091
Phone No. (033)2337-1420

Memo.No. 671/SCRB/WB

Dated. 22/05/2018

To
The Addl.Dir.Genl of police (A),
West Bengal Police Directorate ,
Bhabani Bhaban,
Kolkata-700027

Sub: Arranging for display the “Tender Notice” to supply the STATIONERY ITEMS for the period of 2018-2019 of SCRB, WB in the Website of official Police West Bengal.

With regard to the above subject this is to inform you that the “Tender Notice” for supplying the various stationery items for the use of State Crime Records Bureau, West Bengal may kindly be arranged to be uploaded on the Website of official Police West Bengal.

This will enable the interested vendors/firms to participated in the said tender on the basis of enclosed “Tender Notice” for supplying the stationery items. The hard and soft copies of the same enclosed herewith for onward action.

Enclosure:-1 (As stated above)

Director General & Inspector General of Police
State Crime Records Bureau
West Bengal

ANNEXURE - I

ITEMS WISE RATE			
SL. No.	STATIONERY ITEMS	Rate (Rs.) (Including All Taxes and GST) Good Quality	Per
1.	A4 Computer Paper size:21cm x 29.7cm.,75 GSM		Ream
2.	Legal Size Xerox Paper size:21.5cmx34.5cm,75GSM		Ream
3.	Binding Register 200 Pages(With page numbering)		Pc
4.	Exercise Book 160 Pages(With page numbering)		Pc
5.	Envelope 10"X4.6" (White&Brown)		Pc
6.	Envelope 11" X 5" (Cloth Cover)		Pc
7.	Envelope 16" X 12" (Cloth Cover)		Pc
8.	Envelope 9 " X 4"(White&Brown)		Pc
9.	Envelope 12" X 14" (Cloth Cover)		Pc
10.	File Cover Single Folder		Pc
11.	File Cover Four Folder		Pc
12.	Channel File Cover plastic		Pc
13.	Plastic File Buttom Folder		Pc
14.	Adhesive Tube(22.5 ml) Fevical		Pc
15.	Adhesive Stick(15 gr.) Fevistic		Pc
16.	James Clip Steel(30mm)100pcs.		Pkt
17.	James Clip Plastic Coated(33mm)100pcs.		Pkt
18.	Insecticide spray (400ml / 200 ml.)		Pc
19.	Bathroom Air Freshener(50gr)		Pkt
20.	Room Freshener (125gr)		Pc
21.	Detergent Powder(500gr) Vim		Pkt
22.	Detergent Powder(500gr) Surf excel		Pkt
23.	Liquid Soap (200ml) Dettol		200 ML
24.	Duster(16"X16")		Pc
25.	Note Sheet Paper Blue 100GSM		Book (100)
26.	Marker Pen		Pkt
27.	Pen Gel		Pkt
28.	High light Pen		Pkt
29.	Gel Refill		Doz
30.	Refill Small		Pkt
31.	Pencil Battery AAA		Pc
32.	Pencil Battery AA		Pc
33.	Punching Machine Single Hole		Pc
34.	Stapler Machine Small		Pc
35.	Stapler Pin Small		Pkt
36.	Calculator(12Digit)		Pc
37.	Calling Bell (Electronic)		Pc
38.	Colour Tag		Pkt
39.	Cello tape small 12mm X 20 yards		Pkt