



भारत सरकार  
GOVERNMENT OF INDIA  
गृह मंत्रालय

MINISTRY OF HOME AFFAIRS

झारखंड के जनगणना निदेशक का कार्यालय

OFFICE OF THE DIRECTOR OF CENSUS OPERATIONS, JHARKHAND

रियाडा केन्द्रीय कार्यालय भवन, द्वितीय तल, औद्योगिक क्षेत्र, नामकुम, राँची-834010

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**J.11011/4/2010 (Part)-205**

**Date:24/03/2011**

## ***TENDER DOCUMENT***

Limited Tenders are invited from reputed agencies/Parties for the supply of paper for approximately 500 copies of paper I (each book containing nearly 200 pages, subject to variation).

Inside page : Royal Art paper (MATT) 100 gsm.(10000 pages)

Cover page : Royal Art Board (MATT) 300 gsm(1000 pages)

Finish size of the publication : 210mm x 297mm

Interested parties may quote their lowest rate and submit quotations to the under signed on or before 3pm on 27.03.2011 through registered post/by hand. Quotation will be opened at 4 pm 29.03.2011 in the presence of the participating bidders. The under signed reserves the right to accept or reject any or all the tenders without assigning any reasons thereof. If your quotation is accepted, the same will be on satisfaction of the following conditions.

2. The items supplied must have the required quality and if the materials supplied do not confirm to the qualified standard or if damaged items are received the same will be rejected and the cost/loss of which will be born by the supplier himself.

3. Transpiration, loading, unloading will be paid by the firm.

4. The payment of supplied items will be made only after verification of items supplied for quantity and quality standards.

5. The Tender document and other details can be taken either from the office during working hours (9.30 am-6pm) or from the website [www.censusindia.gov.in/tenders](http://www.censusindia.gov.in/tenders).

To

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**(Dr. SATYENDRA KUMAR GUPTA)**

Head of the Office

## **TENDER FORM FOR SUPPLY OF PAPER**

From

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To

The Director of Census Operations, Jharkhand  
2<sup>nd</sup> Floor, RIADA Central Office Building,  
Namkum Industrial Area, Namkum,  
Ranchi, Jharkhand- 834010

Sub: Tender notice No..... dated ..... for supply of paper

Sir,

With reference to tender notice no..... dated ..... I/we submit our bid for the supply of paper at the rate of Rs.....(Rupees.....) per rim/bundle (inclusive of all charges) earnest money Rs..... (Rupees.....) by means of Demand Draft bearing no..... dated ..... drawn in favour of the DDO of Census Operations, Jharkhand payable at the State Bank of India, Main Branch Ranchi, Jharkhand is enclosed herewith as desired.

I/we possess the experience of supplying of paper to the following organization please issue the name, address and phone number of organization.

.....  
.....

The following items/documents are enclosed.

1. Copy of income tax returns for 2007-2008, 2008-2009 (self attested)
2. Copy of sales tax, vat clearance certificate (self attested)
3. Self certification to the effect that the tenderer is not blacklisted by Central Government.

I/we am/are hereby agree to follow-up the terms and conditions stiputed in the tender notice in case of fixing of our tender at the rates quoted above.

I/we hereby undertake that we are bound to obey the instructions/guidelines issued by the Census Department to this effect till completion of the work intrusted satisfactorily. In case of any loss sustained to Government in this regards from our part, I/we am/are liable to bear the entire cost.

Signature of Tenderer

Place

Date

Name and Address  
(with phone no.)