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OFFICE OF THE COMMISSIONER OF CUSTOMS, CHENNAI PORT
CUSTOM HOUSE, NO.60 RAJAJI SALAI, CHENNAI - 600 001
www.chennaicustoms.gov.in

F.No.16/2014-Sys.Unit

Dated: 7/05/2014

TENDER NOTICE

Notice inviting Quotations for Supply of Computer Sheets

Sealed quotations are invited from reputed Suppliers for supply of 80 column Computer stationery for the financial year 2014-15 (i.e. June 2014 to March 2015) as per the following requirement:


S.No	Description	Specification	Required Quantity (3000 Sheets per Box)
1.	80 column stationery	80 GSM	800 Boxes

- This tender notice is on the office notice board and also uploaded in official website of Chennai Customs www.chennaicustoms.gov.in and www.cbec.gov.in
- The Bidders while submitting tender should invariably super scribe the envelop "**QUOTATION FOR SUPPLY OF Computer Stationary**".
- The sealed quotations should be sent by post or submitted to Administrative Officer (EDI), Custom House, 60, Rajaji Salai, Chennai – 600 001 by 1700 hrs on or before 23.05.2014. The tenders will be opened on 27.05.2014 at 4 p.m.
- The undersigned will not be responsible for non-receipt/late receipt/loss of tender documents due to postal delay.
- The undersigned reserves the right to accept or reject any or all quotations without assigning any reasons whatsoever.

Terms and conditions

- The tender validity period shall be till 31.03.2015
- The quantity specified against each item is tentative and may change at the time of approval of quotation and at the time of issue of work order.

4. The tenderer should quote the price one time for procurement of Computer Stationary for the whole period i.e 01.06.2014 to 31.03.2015.
5. The Tenderer should enclose sample sheets in the tender.
5. The Computer Stationary should be supplied with correct specification of 80 GSM and should clearly bear the letters 'CHENNAI CUSTOM HOUSE on all sheets and numbered. All the quotations should **indicate the prices inclusive of all taxes and levies and delivery charges, if any.** It shall also be ensured that the supplied stationary are new and fault free i.e. free from material, workmanship and manufacturing defects. The stationary supplied shall be of the highest quality, consistent with the established and specific standards.
5. **The Stationeries will have to be supplied within a week of receipt of the work order otherwise the order will be treated as cancelled.**
6. The payment against the supplied goods shall be made after the submission of bills in triplicate and the delivered goods having been found to be satisfactory. No advance payment shall be made.
7. For the payment through RTGS, the tenderer are required to submit the bank particulars with IFS code, bank account number etc.


1-5-2014
(DHURVA M. SESHADRI)
Asst. Commissioner(EDI)
CHENNAI CUSTOMS