



JAIPUR METRO

**JAIPUR METRO RAIL CORPORATION LIMITED**

(A Government of Rajasthan Undertaking)

2nd Floor RSIC Wing, Udhog Bhawan, Tilak Marg, C-Scheme, Jaipur-302005

E-mail: jmrc.stores@gmail.com

No. F.1(18) JMRC/DCA/Admin/Store/Paper Ream/2014-15/7195

Date 29/03/2016

**LIMITED BIDDING**

JAIPUR METRO RAIL CORPORATION LIMITED, JAIPUR invites bids for supply of Paper Reams for one year of reputed brand, from well experienced firms. The details of items of supply are as under:

Sr. No.	Item	Specification	Estimated Quantity
1.	Paper Ream - A4 size	75 g/m <sup>2</sup> (gsm), 210mm X 297mm, 500 sheets, multipurpose paper for copying & printing, color - white	900
2.	Paper Ream - A3 size	75 g/m <sup>2</sup> (gsm), 297mm X 420mm, 500 sheets, multipurpose paper for copying & printing, color - white	30
3.	Paper Ream - FS (legal size)	75 g/m <sup>2</sup> (gsm), 215mm X 345mm, 500 sheets, multipurpose paper for copying & printing, color - White	80

**Terms and Conditions** for the above supply:

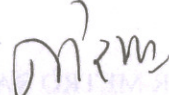
1. Quotation in specified format (Annexure A&B) may be submitted by 07/04/2016 up to 1500 Hrs. in the office of JGM (Administration) at 2<sup>nd</sup> floor of RSIC Wing, Udyog Bhawan, Tilak Marg, C-Scheme, Jaipur.
2. The rates of the items shall be quoted for per paper Ream for all the above items (part bid for any 1 or 2 items will not be considered).
3. The quantities given above are only estimated quantity. The quantity of material may increase upto a certain limit (upto 50%) as per requirement However, there is no guarantee of minimum ordered quantity.
4. Either the registered office or the functional branch office of the bidder should be situated in Jaipur.
5. The rates quoted shall be FoR destination and, inclusive of all expenses. No other charges shall be paid extra by JMRC. Taxes if applicable and if quoted extra, shall be paid by JMRC.
6. Supply order shall be issued as per requirement in parts during the contract period. The material is to be supplied within 7 days of issue of purchase order failing which a penalty of Rs. 200 per day of delay shall be imposed.
7. Product specification (as mentioned above) certificate along with samples will be required to be produced by the bidder for the quoted brand item/ offered items along with the bids.
8. Evaluation will be on the basis of the total price of estimated quantities quoted in S.No.6 of annexure-A. Work shall be awarded to the lowest bidder.
9. Price fall clause: If the bidder reduces its prices for above items to anyone in the state during currency of this contract, the rates will be automatically reduced with effect from the date of reducing, for all delivery of the above items and the rates will be amended accordingly.



10. All rights related to this bidding are reserved with JMRC.

A sealed envelope superscribed as 'Bid for Supply of Paper Ream' and containing duly filled & signed Annexure-A&B alongwith requisite document should be submitted to the Joint General Manager (Administration), JMRC, Jaipur.

**Encl. - Annexure- A&B.**

  
(D.K. Sharma)

**Joint General Manager (Admn.)**

Phone: 0141-5192404

**Copy to:** with request to submit quotation in prescribed format as per (Annexure A&B).

**No. 7196-03**

1. Rajasthan Rajya Sahkari Upbhokta Sangh Ltd., Marketing Divn., Jaipur.
2. National Co-Operative Consumer's Fed. Of India, III floor, Nehru Sahkar Bhawan, Jaipur.
3. Goyal Stationery Udyog, Fatehpurion ka Darwaja, Between 339 & 340, Chaura Rasta, Jaipur.
4. Durgapura Stationers, 8, Vishnu Vihar, Durgapura, Jaipur.
5. Delhi Stationers, MI Road, Jaipur.
6. Shree Enterprises Nehru Bazar, Jaipur.
7. IT Cell- to upload on JMRC website.
8. Notice Board, JMRC, Jaipur.

  
**Joint General Manager (Admn.)**



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Quotation for Paper Ream

To,  
JGM (Admn), JMRC  
Jaipur.

Ref.- JMRC notice for Limited bidding dated . 29.03.2016

Following are the quoted rates :

Sr. No.	Item/product	Specification	Estimated Quantity	Brand	Quoted rate per Ream	Total Price
(1)	(2)	(3)	(4)	(5)	(6)	(7)= (4) x (6)
1.	Paper Ream- A4 Size	A grade paper mill, 75 g/m <sup>2</sup> (gsm), 210mm X 297mm, 500 sheets, multipurpose paper for copying & printing, color-white	900			
2.	Paper Ream- A3 Size	75 g/m <sup>2</sup> (gsm), 297mm X 420mm, color- white, 500 sheets, multipurpose paper for copying & printing	30			
3.	Paper Ream- FS (legal size)	75 g/m <sup>2</sup> (gsm), 215mm X 345mm, color- white, 500 sheets, multipurpose paper for copying & printing	80			
4.	Total (in Rs.)					
5.	VAT/ Tax @					
6.	Total including taxes (for evaluation purpose) (S. No. (4)+(5) above)					
7.	Total (in words) Rupees.....					

Terms & Conditions as per limited bidding letter no. F.1(18) JMRC/DCA/Admin/Store/Paper Ream/2014-15/...dated 29/03/2016

Name & signature of the authorized  
Signatory of the bidding firms



## BIDDER'S PROFILE

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1.	Name of the RFP	RFP FOR SUPPLY OF PAPER REAMS TO JMRC
2.	Name of the Bidder Firm	
3.	Profile of the Firm	Proprietor/ Partnership/ Private limited/ Public Limited. Constitution of the firm
4.	Broad business activities carried out by the firm	
5.	Registered Office Address of bidder(With Pin Code)	
	Telephone Nos. (With STD Code)	
	Mobile No.	
	Fax Nos. (With STD Code)	
	E-mail ID	
	Website	
6.	Jaipur Office Address (proof to be attached)	
	Telephone Nos. (With STD Code)	
	Mobile No.	
	Fax Nos. (With STD Code)	
	E-mail ID	
7.	Service Tax/Excise Tax Registration No.(As applicable, copy to be enclosed )	
8.	PAN Card No. (copy enclosed)	
9.	TIN/VAT/CST Number (copy enclosed)	

**Note: Supporting Document for S.No.6, 7, 8 and 9 should be enclosed with this annexure.**

We hereby certify that all the information provided above is correct and true to the best of our knowledge.

**Date**

**Signature**

**Place**

**Name**

**Seal of Authorised Signatory**