



GOVERNMENT OF WEST BENGAL  
OFFICE OF THE COMMISSIONER OF POLICE,  
SILIGURI

MEMO NO. 1245

DATE.05/07/23

Tender Reference No. 04/2023-24,

Date :05/07/2023

Subject : Procurement of Miscellaneous Office Stationary Articles

**NOTICE INVITING E-TENDER**


E-Tender is invited by the Dy. Commissioner of Police; Siliguri Police Commissionerate (SPC) on behalf of Siliguri Police Commissionerate from the bonafied Firms/Suppliers/Govt. approved Co-Operative Societies etc. to quote item wise rate of Miscellaneous Office Stationary articles listed under **Annexure-"I" attached with detailed bid documents** for enlistment as suppliers for the mentioned items on requisition as will be placed by the competent authority for a period of one year from the date of agreement in two bid system to be submitted online through the website **<https://wbtenders.gov.in>** latest by **31/07/2023(18.00 Hrs)**.

Tentative procurement value based on previous records is Rs.25,00,000/- (Rupees Twenty Five Lakh only) taking all items put to tender. It may vary as per actual requirement.

- The rate so quoted should be exclusive of GST.
- The Office reserves the right to accept or reject any quotation without stating the reason whatsoever
- The quotations will be kept at the custody of the Dy. Commissioner of Police (HQ), Siliguri Police Commissionerate (SPC).
- All the articles to be delivered must be according to the sample/Specification. The representatives of intended bidders are advised to visit the Forms and Stationary Section, Siliguri Police Commissionerate (SPC) to inspect the sample/Quality specification on any working date before submission of bids.
- Bidders willing to participate shall maintain buffer stock at Siliguri to ensure timely supply on placement of requisition.
- The bidder/bidders concerned whose quotation will be accepted must supply the articles maximum within 02 (two) days from the date of requisition of the same by the Siliguri Police Commissionerate, failing which their offer will be rejected without notice and they will be blacklisted for any subsequent purchase of articles from this office.
- Intended Bidders shall have to deliver requisitioned items to the Forms and Stationary section of Siliguri Police Commissionerate (SPC) on requisition at their own costs of bidders.
- No additional costs on carrying / transportation/local taxes/insurances etc. shall be entertained over and above accepted item rate discovered through financial bids of technically qualified bidders on supply and replacement if any within stipulated time.

The detailed Tender documents can be downloaded from the web portal :  
<https://wbtenders.gov.in>

**Bidders are requested to read the instruction content in tender document very carefully as defective tender are liable to be cancelled.**


  
**Dy. Commissioner of Police (HQ)  
Siliguri Police Commissionerate**

**MEMO NO. 1245/1(7)**

**DATE. 05/7/23**

Copy Forwarded for information and with the request to display in Notice Boards and official website, to

- 1) Director General & Inspector General of Police, West Bengal.
- 2) Inspector General of Police (o), West Bengal.
- 3) Commissioner of Police, Siliguri Police Commissionerate.
- 4) District Magistrate, Darjeeling.
- 5) Sub Divisional Officer, Siliguri Sub Division.
- 6) Treasury Officer, Siliguri Treasury I
- 7) Treasury Officer, Siliguri Treasury II

  
**Dy. Commissioner of Police (HQ)  
Siliguri Police Commissionerate**