



बामर लॉरी एण्ड कंपनी लिमिटेड
(भारत सरकार का प्रमिष्ठान)
Balmer Lawrie & Co. Ltd.
(A Government of India Enterprise)

342, कोनेना अग्रहारा, एयरपोर्ट एग्जिट रोड,
एचएल पोस्ट, बंगलौर - 560 017
फोन : (91) (080) 2522 4128 / 2522 7221 /
2522 8745 / 2522 6409
फैक्स : 91-080-2522 7231
342, Konena Agrahara, Airport Exit Road,
HAL Post, Bangalore- 560 017
Ph. : (91) (080) 2522 4128 / 2522 7221 /
2522 8745 / 2522 6409
Fax : (91) (080) 2522 7231
CIN : L15492WB1924GOI004835

TENDER FOR PROCUREMENT OF COMPUTER STATIONERIES AND SUPPLY OF OFFICE STATIONERY

TENDER NO: BL/BLR/ENQ/ST/16-17/031 Dated 06.03.2017

DUE ON: 17.03.2017 BEFORE 1100 HRS.

We are a Government of India Enterprise under the Administrative Control of Ministry of petroleum & Natural Gas. We are one of the bulk consumers of computer stationeries and photocopier papers. We are in market for following items, which should be supplied on regular basis to our office situated at HAL Old Airport Road, Bangalore. The approximate requirement per assume would be as under:

SI.NO	Description of items	Rate per Unit	Apprx. Requirement/year
1	Computer sheets 80 col. 70 GSM single part	1000	100000 sheets
2	Computer sheets 80 col. 70 GSM two part	1000	8000 sheets
3	Computer sheets 80 col 70 gsm three part	1000	3000 sheets
4	A4 size 80 gsm photocopier paper	Ream	1000 reams
5	A4 Size 70 gsm photocopier paper	Ream	1000 reams
6	Box file NANDI brand	No	500 Nos

Reputed/registered suppliers are requested to submit best offer for the above items along with a sample for each item offered. In this connection please note the following:

1. Rate offered should be valid for a period of one year from the date of acceptance
2. Item to be door delivered at free of cost at our office
3. Supply should be strictly as per the sample given along-with the offer and in case any discrepancy the same would be rejected forthwith
4. Successful bidders will have to deposit security money of Rs. 10,000.00 and in the event of default of the contract terms; security deposit will be forfeited forthwith.

5. Payment would be made after 30 days from the date of receipt of your bill at our office

6. Company reserves the right -to reject/accept any/all offers without assigning any reason.

Balmer Lawrie
LOGISTICS

पंजिकृत कार्यालय : 21, नेताजी सुभाष रोड, कलकत्ता - 700 001 (भारत) Registered Office : 21, Netaji Subhas Road, Kolkata - 700 001 (India) www.balmerlawrie.com

Industrial Packaging • Greases & Lubricants • Leather Chemicals • Travel & Tours • Logistics • Refinery & Oil Field Services



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7. Company also reserves the right to split the order to more than one supplier.
8. Offers without full details will be rejected forthwith.
9. Offer should be valid for a period of 30 days from the date of tender opening
10. As per company policy responses from Registered vendors will only be accepted and other interested vendors may seek to register with us and subject to such registration being confirmed, they would be considered for subsequent tenders.

Please send us your Quote/ offer addressed to Sr Manager – LS, Balmer Lawrie & co Ltd., 342 Konena Agrahara, Airport Exit Road, Bangalore 560 017. On or before 14th February 2017. The envelope to be superscribing with our tender No. **BL/BLR/ENQ/ST/16-17/031– Due 17.03.2017**

Thanking you

Yours Faithfully,

For Balmer Lawrie & co. Ltd

