



Government of West Bengal
DEPARTMENT OF SCHOOL EDUCATION
STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
DISTRICT INSTITUTE OF EDUCATION & TRAINING
P.O. – Kalanabagram, DIST. - Burdwan, PIN - 713124
websiteburdwan.scertwb.org - mail.principal.burdwan@scertwb.org

Memo No. 434/ F. No. 23/DIET-BDN/ 2025

Dated: 02.01.2025

TENDER NOTICE

Sealed quotations are invited from reputed vendors for the following annexed items for **DIET, Burdwan**. Vendors are requested to submit their offer/offers along with trade licence and credentials within 3 working days (from the date of issuing of this letter, Last Date: up to 06.01.2025 before 4 p.m) at the office of DIET, Burdwan. Tender will open on 06.01.2025 at 4.30 pm in the Principal Room of DIET Burdwan. Incomplete offer will not be entertained. The authority may reject / cancel the tender offer without showing any reason. The decision of the purchase committee is final.

ANNEXURE
(Office Uses Materials)

Sl. No.	Item Description	Rate of Item per Unit	Remarks
1	Paper Cover File (Best quality)		
2	Clip based cover file (Best quality)		
3	Plastic Cover File (Best quality)		
4	Plastic Coated Cover File (Best quality)		
5	Stapler (Big & Medium size) (Best quality)		
6	Marker Pen		
7	Student Attendance Register (2 fold & 3 fold)		
8	Normal Register (No. 4, 6, 8, 10)		
9	Pen (use & throw) (colour: Blue, Black, Red)		
10	Highlighter		
11	Cushion for Chair		
12	Cover for Chair		
13	Harpic Red or Equivalent		
14	Harpic Blue or Equivalent		
15	Pencil Battery AAA		
16	Pencil Battery AA		
17	Phenyl		
18	Full Jharu		
19	Office Backpack Bag 48L (Best quality)		
20	Fevicol gum or equivalent		
21	Whitener		
22	Water Bottle (1 ltr.)		
23	Room freshener		
24	Naphtholin		
25	Hand Wash		
26	Table Cloth		
27	James Clip		
28	Stapler Pin (24/6 & 10-1M)		

[Signature]
02/01/2025
Sr. Lecturer-In-Charge
DIET Burdwan, Govt. of WB
P.O.-Kalanabagram, Pin-713124



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29	Digital Clock with date & temperature (Two power) (Branded company)	
30	LED Tube (20 watt) (Branded company)	
31	LED Bulb (6, 9, 12, 15 watt) (Branded company)	
32	Multipurpose emergency rechargeable light (Branded company)	
33	LED rechargeable torch light (Big) (Branded company)	
34	Notice Board	
35	Newspaper Desk / Stand	
36	Lock & Key (7 lever) (Godrej / Equivalent)	
37	A4 Glossy Photo paper (Kodak or Equivalent)	
38	A4 Paper	
39	Knife	
40	Scissor (Medium size)	
41	Steel Scale	
42	Plastic Scale	
43	Almirah with Locker (Godrej / Equivalent)	
44	Almirah without Locker (Godrej / Equivalent)	
45	Window Curtain with set up instruments and installation	
46	Door Curtains with set up instruments and installation	

Conditions:-

1. The aforesaid items shall be supplied at DIET, Burdwan, P.O: Kalanabagram, Dist. - Burdwan, Pin: 713124, W.B.
2. The sealed quotation should be addressed to The Senior Lecturer-in-Charge, DIET, Burdwan, P.O: Kalanabagram, Dist. - Burdwan, Pin: 713124, W.B.
3. The quotation need to be submitted within 3 (Three) Working days from the date of published the Tender Notice on 03.01.2025.
4. The quotation need to submit only be either registered company or supplier on Agency.
5. Above described items will supply at DIET, Burdwan within 15 days from the date of issue of the Work Order.
6. The last date of submission of quotation at DIET, Burdwan in 06.01.2025 before 4 pm.
7. The aforesaid Tender will open on 06.01.2025 at 4.30 pm.

Memo No. 434/1(4)/ F. No. 23/DIET-BDN/ 2025

Dated: 02.01.2025

Send for information & publishing to:

1. Office Notice Board
2. Office Website.
3. Office Notice Board of the Director, SCERT.
4. Office File.

SR/

Senior Lecturer-In-Charge
DIET Burdwan

Senior Lecturer-In-Charge
DIET Burdwan

Sr. Lecturer-In-Charge
DIET Burdwan, Govt. of WB
P.O.-Kalanabagram, Pin-713124