

TENDER FORM

Tenders are invited from Manufacturers/Authorised Dealers, Stockists, reputed firms for the purchase and registration of firms in order of preference for the following.

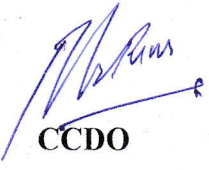
S.No.	Description of material.	Quantity.	Rate.
	Printing & Stationery as per Specimens		
A)	Cane Department:-		
1.	Voucher File	200 Nos.	
2.	Seed Permit Book (50 Page) Triplicate copy	25 Nos.	
3.	Advance incentive sugar to cane growers farms 100 page.	05 Nos.	
4.	Checking officer Register	25 Nos.	
5.	Accuracy check Register (200 Page)	06 Nos.	
6.	Inspection Book (100) Triplicate copy	06 Nos.	
B)	General Office:-		
1.	Leter Head Pad A-4 Size as per specimens	10 Pad	
C)	Manufacturing Department :-		
1.	Manufacturing Department control book	04 Nos. Register of 200 Pages	
2.	Four hourly report pad	15 pads of each 100 Nos.	
3.	Molasses Slip	30 Pad each 100 Nos.	
4.	Pan graph Book	01 Register each of 200 Pages	
5.	ETP Register	04 Nos. of 200 pages each	
6.	Store issue book	12 Nos.	
7.	Daily Analysis Register	04 Nos. of 200 pages each	
8.	Pan charge book	03 Register of 200 Pages	
9.	RG-6 C Register	03 Register of 200 Pages	
10.	pH water register	03 Register of 150 Pages	
D)	Security:-		
1.	Inward book triplicate	15 Nos.	
2.	Attendance Form	10 Pad	
3.	Inward register	03 Nos.	
4.	Outward Register	02 Nos.	
5.	Suagr and Molasses Register	05 Nos.	
E)	Sugar Sale :-		
1.	Molasses weightment slip	05 Books	
2.	Molasses Sale Register	02 Nos.	
3.	Sugar Sale Register	02 Nos.	
4.	Employee Sugar Quota Record Register	01 No.	
5.	Sugar proceeding register (Serial No. 1 to 100)	05 Register	
6.	Agg weightment slip (Serial No 1 to 2000 Triplicate)	05 Books	
F)	Engineering Department :-		
1.	Log book (200 Pages)	02 Nos.	
2.	Overtime Time Book	10 Nos.	
3.	Gate Pass (50 Page)	100 Pad.	
4.	Electrical complaint book 200 pages l/binding	02 Nos.	
5.	Thyrestor Panel log book 200 pages l/ binding	02 Nos.	
6.	Acknowledgement book	02 Nos.	
7.	Green Noting Sheet	05 Nos.	
8.	Index File Printed	50 Nos.	

S.No.	Description of material.	Quantity.	Rate.
G)	Store :-		
1.	Day Book of store received with L.B. 200 Pages	03 Nos.	
2.	Store Purchase register 200 page with L.B.	03 Nos.	
3.	Store consumption day Book 150 page each with L.B.	12 Nos.	
4.	Store Stock Ledger 150 page with Index & L.B.	12 Nos.	
5.	Store issue slip with superior paper	50 Pads	
6.	Filled cylinder receipt register, 100 Pages	04 Nos.	
7.	Permanent loan register with index (numbering 400) 200 page each	04 Nos.	
8.	Acknowledge book, 102 Page each	05 Nos.	
9.	Indent Book	22 Nos.	
10.	File cover	500 Nos.	
H)	Time office :-		
1.	Daily Attendance register 26 folio	20 Register	
2.	Leave application form 100 sheet in each pad	50 Pad	
3.	Attendance & Payment Register 65 Folio L.P.L.B. (as per specimen) for Sugar Mills.	10 Register	
4.	Absentee-cum-Overtime Register 200 Folio L.P.L.B. (as per specimen)	05 Register	
5.	Mendays register 300 Folio L.P.L.B. (as per specimens)	02 Nos.	
6.	Ruled register leather binding 300 Folio	03 Nos.	
I)	Godown Department :-		
1.	Sugar Stock Pad	20 Pad.	
2.	Daily Sugar report having sheet in each Pad	20 Pad	
J)	Fair Price Shop :-		
1.	Stock Register (400 Page)	02 Nos.	

Note:-The quantity of material may increase or decrease at the time of order.

TERMS AND CONDITIONS

1. Last date for receipt of tender is 05.11.2024 upto 11:00 AM. Which will be opened and negotiations will be held on 05.11.2024 at 02:00 PM. with the lowest quote only, if required.
2. Material offered should be strictly as per our specifications and in the Tender Form Issued by the Mills only.
3. Minimum delivery period must be mentioned.
4. 100% after receipt of material & quality verification
5. Rates should be FOR Mills, GST extra as applicable. if applicable should be mentioned separately in percentage.
6. The envelope of tender should be superscribed as Tender for **Printing of Stationery.**
7. The undersigned reserves the right to reject/accept any or all tenders without assigning reasons.


CCDO


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CE


General Manager