

Fax: 0612-2231263

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**BHARAT WAGON & ENGINEERING CO. LTD.**

(A Govt. of India Undertaking-Ministry of Railways)

**Registered & Head Office: Maurya Lok Complex, C-Block,**

Dak Bungalow Road, Patna-800 001

**Enquiry No. BWH/5310/(13)/16-17/TE-58/1761**

**Date: 02.02.2017**

M/s.....

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Sub: Tender for supply of printed Stationeries

Due at 4.00 P.M. on 23.02.2017.

Sealed and superscribed tenders are invited for supply of the following items. The tenders must reach the undersigned on or before **1.00 P.M. on 23.02.2017**. The offers will be opened on the same day at 4.00 P.M. in presence of the tenderers or their authorised representatives who may wish to be present.

SI.No.	Code No.	Description of Materials	Quantity	Unit
1.		Letter Head ¼. Executive Bond paper	20	Pad.
2.		Payment Voucher Form – Orient paper	20	Pad
3.		Tour approval Form- Orient paper	10	Pad
4.		Comparative statement Form	05	Pad
		<b>NOTE:</b> Item SI. No. 1 to 3 each pad should contain 100 sheets and sample is enclosed. Paper quality should be good. Please furnish samples along with offer.		

for **BHARAT WAGON & ENGG.CO.LTD**

Delivery required within 10 days

(For other terms & conditions of tender,

which are not exhaustive, please refer overleaf).

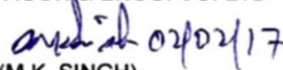
*(M.K. SINGH)*

**MANAGER (MATERIALS)**

## TERMS & CONDITIONS OF TENDER

1. Rates : The rates may be quoted on F.O.R.-Destination basis. In case quoted rates are ex-supplier's end; the particulars of transportation and Transit Insurance should be indicated clearly in offer.
2. Sales Tax & Excise Duty : Should be specified clearly.
3. Offers should be complete with full specifications and technical leaflets/catalogues.
4. If you offer materials to your own specifications on equal suitability basis; please give full comparative details.
5. Validity : Offers should remain valid for atleast ..... 120..... days from the date of opening of tender.
6. Payment Terms : Our normal payment terms is 100% by cheque against accepted supplies within 45 days. Offers agreeing to these terms will get preference over those specifying other terms.
7. Quantities are only indicative and can be altered at our discretion.
8. Quotations must be completed in respect of all terms & conditions otherwise the same may not be considered.
9. The Quotations should be sent in sealed and duly superscribed envelope. Quotations received after due time and date may be rejected.
10. Wagon & Engg. Co .Ltd. reserves the right to accept or reject partly or wholly, any or all the offers without assigning any reason thereof whatsoever.
11. In case any dispute arises; the same will be settled under jurisdiction of Patna High Court only.

for **BHARAT WAGON & ENGG. CO. LTD**

  
(M.K. SINGH)

**MANAGER (MATERIALS)**