

District Rural Development Agency, Satara.
Minutes of Procurement Committee meeting held on 09/2016

Subject:- Regarding finalization of Tender for Supply Of A4 size Paper.

DRDA- Satara had invited quotations for supply of A4 size Paper. from suppliers. The estimated cost for is Rs- 75000/-. The local Shopping Method has been followed. The last date for submission of quotation was 03/09/ 2016 up to 2.30 PM. In stipulated period, following bidders/suppliers submitted quotations which were opened on 06/09/2016 in the presence of Quotation opening committee. The final quote without VAT after arithmetical calculation is as follows.

Remarks if any:

| Sr.No | Particulars/items | Qty | Niles Paper Traders satara | | Anand Paper Mart Satara | | Seema Agency Satara | |
|----------|---|-------------|----------------------------|---------------------|-------------------------|---------------------|---------------------|---------------------|
| | | | Rate/ Unit in Rs. | Total amount in Rs. | Rate/ unit in Rs. | Total amount in Rs. | Rate/ unit in Rs. | Total amount in Rs. |
| A | Financial Evaluation Report | | | | | | | |
| 1 | A4 Size Xerox Paper 70 GSM Paper, 500 Pages/ Packet | 500 packets | 136 | 68000 | 69900 | 34950000 | 139.90 | 69950 |
| | Total Amount | | | 68000 | | 34950000 | | 69950 |
| | Responsive/Non responsive | | Responsive | | Responsive | | Responsive | |
| B | Eligibility Criteria | | | | | | | |
| 1 | Registration Certificate | | | Yes | | Yes | | Yes |
| 2 | PAN Copy | | | Yes | | Yes | | Yes |
| 3 | VAT registration Certificate | | | Yes | | Yes | | Yes |
| C | Combined Evaluation | | | | | | | |
| 1 | Responsive/Non Responsive | | Responsive | | Responsive | | Responsive | |
| 2 | Rank (Lowest) | | 1 | | 3 | | 2 | |

Recommendation/Remark: The rate quoted by M/S Niles Paper Traders satara is lower than the other suppliers/bidders & fulfils all eligibility/ qualification criteria mentioned in RFQ. Therefore said supplier is treated as first lowest responsive supplier. The procurement committee decided to issue supply order to M/S Niles Paper Traders satara for supply.


signature of all procurement committee members.



Member


Member


Member


Member Secretary


P.D
Chair person


C.E.O. alias President
D.R.D.A.Satara

Supply Order

Date: 26/09/2016

To,

Nilesh Paper Traders
21 Super Market, Market Yard,
ST Stand Road Satara

Subject :- Supply Of A4 size Paper

Ref :- 1. Our Invitation Of Quotation Date 24/08/2016
2. Your Quotation for Supply Of A4 size Paper

Dear Sir,

You hereby informed that your above referred quotation has been Accepted as per terms and condition mentioned in the Invitation for Quotation dated 18/08/2016 for **A4 size Paper**

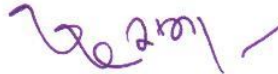
You are requested to **Supply of A4 size Paper** in mentioned Quantity at rate Quoted by you.

| Sr. No. | Particulars/Items | Specification | Quantity | Rate/Unit in Rs. Without Vat. | Total Amount In Rs. Without Vat. |
|---------|----------------------|---------------------------------------|----------------|-------------------------------|----------------------------------|
| 1 | A4 size Paper | 70 Gsm paper, 500 pages per packet | 500 packets | 136.00 | 68,000/- |

Note-Applicable VAT will be paid on submission of invoice.

Delivery Period And Place – Within Ten days after Supply Order at **DRDA Satara**

Payment : Payment Shall be made within two weeks from receipt of acceptable goods and on submission of bill/invoice


CHIEF EXECUTIVE OFFICER /CHAIRMAN
D.R.D.A.SATARA

