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Royal Government of Bhutan  
Dzongkhag Administration, Bumthang  
"Towards Beautiful Bumthang"



JKD/Pro-04/2019-2020/ 432

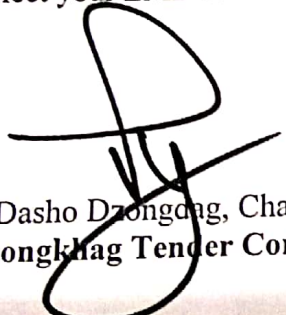
13<sup>th</sup> August, 2019

### Letter of Intent

1. M/s. BD Commercial, Thimphu
2. M/s. UT Enterprise, Bumthang
3. M/s. Dhedue Samphel Tshongkhag, Thimphu
4. M/s. T.Nam Enterprise, Thimphu

This is to inform all the bidders that the Dzongkhag Administration, Bumthang intends to award the following bidders for the supply of *Supply of Office Stationery for FY 2019-2020* at their quoted rate based on lowest quoted rate.

Therefore, any complaint regarding the bid evaluation and award of goods may be submitted to the undersigned in writing within 10 days from the date of issuance of this letter. The unsuccessful bidder may collect your EMD if there is no complaint.

  
Dasho Dzongdag, Chairman  
(Dzongkhag Tender Committee)

CC:

1. Office file

PABX-03631200 DZONGDAG-Ext 132 (O) Fax # 03-631806 DZONGRAB-Ext 119 (O) Fax # 03-631461 Dzongkhag  
Procurement Office # 03-631605  
Website: <http://www.bumthag.gov.bt>

## New IFB /PQ / REOI / RFP Notice Details

Procuring Agency : Dzongkhag Administration  
Bumthang, Ministry of Home and  
Cultural Affairs, Bumthang

Organization : Bumthang

Procuring Agency Code :

Procurement Category : Goods

Procurement Type : NCB

Invitation for : Tender - Single Lot

Invitation Reference No. : JKD/Pro-01/2018-2019/4006

Tender Status : Being evaluated

Procurement Method : Open Tendering Method (OTM)

Budget Type : Recurrent

Source of Funds : RGOB

## Particular Information :

Project Code : Not applicable

Project Name : Not applicable

Tender/Proposal Package No. and Description : JKD/Pro-01/2018-2019/4006

Description : Supply of Office Stationery

Category : Printing, publishing and related services;Printing services;Printing services for books;Printing services for stationery;Printing services for security printed matter;Printing services for forms;Printing services for tickets;Printing services for calendars;Printing services for timetables;Newspaper printing services;Printing services for posters;Services related to printing;Print finishing services;Composition services;Printing and delivery services;Printing and distribution services;Publishing services;Bookbinding and finishing services;Subscription services

Publication Date and Time : 10-Jun-2019 09:30

Tender Document last selling / downloading Date and Time : 11-Jul-2019 14:00

Last Date and Time for bid Security Submission : 10-Jul-2019 15:00

Tender/Proposal Closing Date and Time : 11-Jul-2019 15:00

Tender/Proposal Opening Date and Time : 12-Jul-2019 15:00

## Information for Bidder/Consultant :

Eligibility of Tenderer : 1. VALID TRADE LICENSE  
2. TAX CLEARANCE CERTIFICATE  
3. ANY OTHER PAST EXPERIENCE DOCUMENTS

Brief Description of Goods and Related Service : SUPPLY OF OFFICE STATIONERY FOR THE FISCAL YEAR 2019-2020

Evaluation Type : Lot wise

Document Available : Package wise

Document Fees : Package wise

Tender/Proposal Document Price (In Nu.) : 0

Mode of Payment : Payment through Bank

Tender/Proposal Security Valid Up to : 09-Oct-2019

Tender/Proposal Valid Up to : 09-Sep-2019

Lot No.	Identification of Lot	Location	Bid security (Amount in Nu.) and Type	Contract Start Date	Contract End Date
1	Supply of Office Stationery	Dzongkhag Store	40000 Financial Institution Payment	15-Jul-2019	30-Jun-2020

## Currency conversion rate as of Tuesday, 13 Aug, 2019 15:53:49

No.	Currency Name	Conversion Rate in Nu.
1	BTN - Bhutanese Ngultrum	1.0000
2	USD - American Dollar	69.3800

8/13/2019

View IFB /PQ / REOI / RFP Notice Details

**Procuring Agency Details:**

Name of Official Inviting Tender : Dorji Jamtsho

Designation : Procurement Officer

Official Address : Address : Bumthang, Bhutan  
City :  
Gewog :  
District : Bumthang -  
Country : Bhutan

Contact details : Phone No : 03-631605  
Fax No :

The procuring Agency reserves the right to accept or reject all Tenders / Pre-Qualifications / EOIs

Note: Financial Institute will update the payment transactions only at the end of the day, so the bidders should make sure the securities and other payments are made at least one day before the submission date.

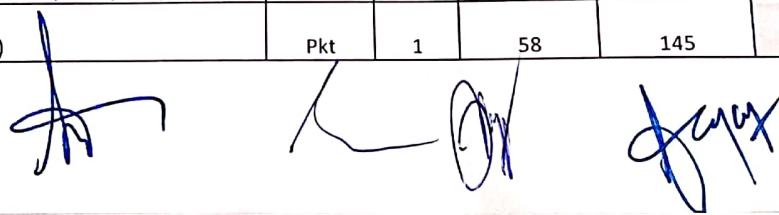
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**DZONGKHAG ADMINISTRATION - BUMTHANG**

**Comparative Statement for Supply of Office Stationery for the Fiscal Year 2019-2020**

Sl No	Description	Unit	Qty	B.D Commercial, Tphu	Dhedue Samphel T/khang. Tphu	T. Nam Entp, Tphu	U.T Entp, Bthang	Remarks
1	A2 Battery	No	1	24	15	0	65	
2	A3 Battery	No	1	38	15	0	65	
3	Alpin - Zebra	Pkt	1	28	21	0	18	
4	Arch file - Sona	No	1	89	100	89	125	
5	Arch file - T-24	No	1	89	135	0	130	
6	Attendance register No. 20 (Printed)	No	1	38	45	140	52	
7	Attendance register No. 30 (Printed)	No	1	38	46	210	62	
8	Attendance register No. 4 (Printed)	No	1	38	38	35	38	
9	Bhutanese paper (Thick Quality)	sheet	1	19	25	19	35	
10	Binder Clips (Metal) 25mm	Pkt	1	68	60	50	210	
11	Binder Clips (Metal) 32mm	Pkt	1	68	60	65	105	
12	Binder Clips (Metal) 40mm	Pkt	1	98	60	80	260	
13	Binder Clips (Metal) 50mm	Pkt	1	108	65	110	280	
14	Binder Clips (Metal) 62mm	Pkt	1	169	66	135	295	
15	Binder Sticks (10mm)	Pcs	1	9	35	10	6	
16	Binder Sticks (12mm)	Pcs	1	11	35	12	8	
17	Binder Sticks (14mm)	Pcs	1	13	36	14	10	
18	Binder Sticks (16mm)	Pcs	1	15	38	16	12	
19	Binder Sticks (18mm)	Pcs	1	17	40	18	13	
20	Binder Sticks (20mm)	Pcs	1	19	45	20	16	
21	Binder Sticks (6mm)	Pcs	1	5	35	6	5	
22	Binder Sticks (8mm)	Pcs	1	7	40	8	6	
23	Black board paint (Best quality)	Ltr	1	269	280	480	580	
24	Black board painting brush 4" (best quality)	No	1	95	75	150	280	
25	Board Marker (all colour)	Pkt	1	58	145	16	192	Abnormally low



26	Board marker Permanent (All color)	Pkt	1	38	145	13	192	Abnormally low
27	Branded Caculator -12 digit (FX82/FX100)	No	1	298	380	245	280	
28	Branded Caculator-12 digit FX100 MS	No	1	298	380	320	290	
29	Calculator Citizen 12 digits	No	1	439	300	295	480	
30	Call bell	No	1	289	380	140	230	
31	Carbon paper A4 size (black & blue)	Pkt	1	149	150	135	280	
32	Cello tap holder (Dispenser)	No	1	189	350	0	680	Abnormally low
33	Cello-tape Brown (1")	Roll	1	14	35	19	29	
34	Cello-tape Brown (1/2")	Roll	1	10	25	15	25	
35	Cello-tape Brown (2")	Roll	1	18	50	29	48	
36	Cello-tape transparent (1")	Roll	1	18	15	19	29	
37	Cello-tape transparent (1/2")	Roll	1	10	15	15	25	
38	Cello-tape transparent (2")	Roll	1	18	50	29	48	
39	Chart paper different colour	Sheet	1	9	9.8	9	9	
40	Colin Spray(500 ml)	Bottle	1	69	82	78	79	
41	Colour Pencils-12 colors	Pkt	1	28	25	22	30	
42	Correcting fluid (Erasex/Kores)	No	1	84	30	29	17	
43	Correction pen metal tips	No	1	14	30	19	18	
44	Cover file 4 side open A4 - Ambassador	No	1	28	30	29	30	
45	Dak Despatch register No. 40 (513 pages)	No	1	389	380	380	480	
46	Dak Receipt register No. 40 (513 pages)	No	1	389	380	380	490	
47	Diameter tape 5mtr. (125 micron)	No	1	1390	450	0	180	Abnormally low
48	Drawing Exercise Book (Best quality)	No	1	23	29	35	25	
49	Duplicating Ink black (Kores)	Tube	1	439	180	0	490	Abnormally low
50	Duplicating paper (best quality)	Ream	1	179	160	0	160	
51	Dust bin with lid 5Ltrs (prince ware)	No	1	349	220	320	2600	
52	Dustbin Plastic (Ordinary)	No	1	84	200	95	1900	Abnormally low
53	Duster cloth (Best quality)	No	1	15	30	15	2800	
54	Envelope - 9"x4" (Bond paper) 50 pcs	Pkt	1	89	490	50	38	

55	Envelope - Bhutanese paper (A4 size)	No	1	18	21	7.5	35	
56	Envelope- 11"x5" (Bond paper) 50 pcs	Pkt	1	89	200	75	39	
57	Envelope- A3 size Plastic quoted	No	1	7	25	9	7	
58	Envelope Bhutanese paper (File size)	No	1	18	15	13	100	
59	Envelope- cloth pasted (A3 File size)	No	1	7	30	11	120	
60	Eraser - big size (non-dust)	No	1	7	6	5	6	
61	Eraser - small size (Kores)	No	1	4	5	5	3	
62	Exercise book - 184 pages (ruled/plain)	No	1	39	60	34	34	
63	Exercise book- 188 pages (square line)	No	1	39	60	34	35	
64	Exercise book-256 pages (ruled/plain)	No	1	49	65	50	48	
65	Exercise book-384 pages (ruled/plain)	No	1	69	80	62	62	
66	Extension cord 3 ways sockets (Gold medal)	No	1	489	500	420	680	
67	Extension cord 4 ways sockets (Gold medal)	No	1	489	550	420	780	
68	Extention Cord 10 amps 3mtrs - (Anchor round)	No	1	649	600	530	1040	
69	Extention Cord 16 amps 3mtrs (Anchor round)	No	1	649	600	530	1400	
70	Fax paper	Roll	1	89	66	120	310	
71	Fevicol	Kg	1	489	260	0	690	
72	File -Neel Gagaan with spring (Plastic quoted)	No	1	78	50	0	94	
73	Flat file Ambassador Thick cover - Export quality	No	1	18	45	29	48	
74	Flat file plastic coated - Executive	No	1	28	35	23	52	
75	Flip Chart	Pkt	1	239	200	230	237	
76	Floor wiper	No	1	439	500	0	780	
77	Fullscape paper Plain (Bond paper-A4)	Ream	1	189	350	210	160	
78	Fullscape paper Rule (Bond paper-A4)	Ream	1	189	350	210	155	
79	Fullscape paper, plain (A3)	Ream	1	189	350	340	198	
80	Fullscape paper, rule (A3)	Ream	1	189	350	340	480	
81	Glue - 700ml	Bottle	1	49	80	79	95	
82	Glue stick - Kores	No	1	24	600	34	480	
83	Good Issue Note-100 pages (Printed)	No	1	1249	420	0	510	
84	Good Receipt Note -100 pages (Printed)	No	1	1249	420	0	510	
85	Graph Exercise Book (32 pages)	No	1	21	25	25	18	
86	Hand writing stencil	Set	1	849	150	0	200	
87	Hard broom	Bundle	1	54	50	0	68	

88	Highlighter pen(Chelkpark/Camel)	Pkt	1	93	160	90	85	
89	Instrumental box( for teachers) - Camel	Set	1	1390	1000	720	1220	
90	Instrumental box( students)- Camel	Set	1	83	100	90	86	
91	Jems clip - 25mm	Pkt	1	24	25	16	44	
92	Jems clip - 35mm	Pkt	1	28	30	25	55	
93	Jems clip - 50mm	Pkt	1	28	40	35	65	
94	Laptop stand cooler with fan	No	1	1290	300	0	2000	Abnormally low
95	Lesson plan book - 160 pages	Each	1	68	85	65	48	
96	Low dust chalk	Pkt	1	38	40	18	48	
97	Marking /Popling Cloth (All Colors)	Bundle	1	48	40	33	48	
98	MAS Account Register (As per FMM)	No	1	1490	400	0	680	
99	Measurement book (small ) 100 pages	No	1	189	280	560	680	
100	Modi thread	Ball	1	28	45	30	65	
101	Mopping stick flat	No	1	589	400	0	680	
102	Mopping stick twisting type	No	1	389	500	0	840	
103	Mouse pad	No	1	49	200	120	55	Abnormally low
104	National Flag (6" x 4")	No	1	1890	2800	2199	1800	
105	Non-Revenue Receipt-100 pages (Printed)	No	1	1249	600	0	680	
106	Note pad -Spiral	No	1	26	60	45	160	
107	OHP Pen	Roll	1	93	150	90	160	
108	Paper tray 3 storied (Plastic)	No	1	489	550	450	840	
109	Paper tray, single (Plastic)	No	1	84	300	135	480	Abnormally low
110	Parker pen with ink	No	1	389	50	50	490	
111	Pencil - Platinum extra dark	Pkt	1	54	100	45	45	
112	Pencil battery small	Pair	1	34	30	23	68	
113	Pencil carbon paper single(Sliver)	Pkts	1	149	150	0	280	
114	Pencil sherpene-small (Kores)	No	1	5	5	5	5	
115	Pencil, best quality	No	1	48	120	45	45	
116	Permanent marker pen , all colours (Omega)	No	1	249	150	13	192	Abnormally low
117	Photocopy paper, A3 75gsm 500shts - JK	Ream	1	529	410	399	520	

118	Photocopy paper, A4 (Colour) 75gsm 500shts (JK)	Ream	1	298	350	245	295	
119	Photocopy paper, A4 75gsm 500shts (JK)	Ream	1	229	350	215	295	
120	Plastic file (pocket type)	No	1	9	50	10	55	Abnormally low
121	Plastic file with side strip	No	1	17	30	28	18	
122	Punching machine- 600DP (Kangaroo)	No	1	139	220	130	223	
123	Punching machine- DP 480 (Kangaroo)	No	1	84	110	120	184	Abnormally low
124	Punching machine-750DP (Kangaroo)	No	1	389	390	0	480	
125	Register (Bond) - No.40	No	1	269	190	280	230	
126	Register (Bond)- No.12	No	1	83	150	84	105	
127	Register (Bond)- No.18	No	1	109	130	126	145	
128	Register (Bond)- No.20	No	1	134	150	140	160	
129	Register (Bond)- No.30	No	1	198	160	210	195	
130	Register (Bond)- No.4	No	1	43	50	28	38	
131	Register (Bond)-No.10	No	1	69	70	70	95	
132	Register (Bond)-No.16	No	1	98	85	112	114	
133	Register (Bond)-No.6	No	1	43	40	42	43	
134	Register (Bond)-No.8	No	1	53	55	56	48	
135	Ring binder File (Sona A4 size)	No	1	38	90	49	160	
136	Room freshner-500ml (Lemon & strawbery)	Bottle	1	114	450	110	380	
137	Scale 30cm (Plastic Transparent)	No	1	14	16	9	14	
138	Scale 30cm (steel)	No	1	34	30	18	45	
139	Scale, 60cm (Plastic transparent)	No	1	34	30	38	46	
140	School fee collection Register,100 pages (Printed)	No	1	189	210	0	100	
141	Science Pratical book (160 pages)	No	1	89	95	72	79	
142	Scissor (Plastic handle)	No	1	78	80	65	65	
143	Scissor heavy duty (brass handle)	No	1	289	250	160	680	
144	Service book (Printed)	No	1	349	250	0	130	
145	Signature file - Thick Cover	No	1	689	60	560	840	Abnormally low
146	Signature Pen	No	1	98	100	90	120	

Handwritten signatures and initials are present below the table, including a large signature on the left and several smaller initials on the right.

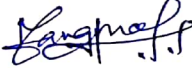


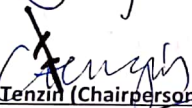


147	Sketch pen (Camel)	Pkt	1	24	35	20	22	
148	Soft broom	Bundle	1	54	30	0	65	
149	Softboard pin-6mm	No	1	45	80	36	53	
150	Spiral binding-10mm	No	1	9	10	10	8	
151	Spiral binding-12mm	No	1	11	11	12	12	
152	Spiral binding-14mm	No	1	13	13	14	16	
153	Spiral binding-16mm	No	1	15	15	16	18	
154	Spiral binding-18mm	No	1	17	16	18	20	
155	Spiral binding-8mm	No	1	7	9	8	70	
156	Stablizer 2KV	No	1	6490	700	6999	5000	Abnormally low
157	Stablizer 2KV	No	1	12490	850	8999	5000	Abnormally low
158	Stamp pad ink 60ml (Camel)	Bottle	1	34	30	38	160	
159	Stamp pad-large	No	1	38	50	38	78	
160	Stamp pad-small	No	1	24	35	25	41	
161	Stapler pin for heavy duty	No	1	64	50	37	48	
162	Stapler machine Heavy duty (Kangaroo)	No	1	1189	1300	1170	1300	
163	Stapler machine, HS- J10/10/6 (Kangaroo)	No	1	78	85	45	65	
164	Stapler machine, HS J45 (Kangaroo)	No	1	98	99	99	74	
165	Stapler pin 24/6 (Kangaroo)	Pkt	1	14	15	13	16	
166	Stapler pin, medium size, 24/6 (Kangaroo)	Pkt	1	14	15	13	16	
167	Stapler pin, small, 10/6 (Kangaroo)	Pkt	1	14	15	9	12	
168	Stencil correcting fluid (Kores)	Set	1	14	32	19	26	
169	Stencil paper (Kores)	Pkt	1	849	390	30	200	Abnormally low
170	Stick note pad T20 - 3in X 2in (76mm x 50mm)	Pkt	1	54	38	22	75	
171	Sticky notes B4- 3in x 4in (76x101mm)	Pkt	1	84	50	30	85	
172	Sticky notes E3- 3in x 3in (76x76mm)	Pkt	1	64	50	25	65	
173	Stock Ledger -200 pages (FAM 8.1)	No	1	1249	350	320	510	
174	Stock Ledger -513 pages (No.40)	No	1	389	650	420	680	
175	Student Admissiion Register-100 pages	No	1	289	250	150	140	
176	Students progress forms (Bond paper)	Sheet	1	1249	150	12	150	Abnormally low

177	Thumbpin (Big)								
178	Thumbpin (Small)	Pkt	1	18	30	20	19		
		Pkt	1	16	25	18	19		
179	Toilet brush with stand								Abnormally low
180	Toilet Paper (BKK Imported)	No	1	89	50	0	480		
181	Toilet paper (Indian Made)	Pcs	1	25	25	18.5	20		
182	Toilet Paper (Jampu)	Pcs	1	34	25	23	21		
183	Transparent Sheet (OHP 500 Sheets)	Pcs	1	27	30	22	25		
184	Utility golve (Rubber with super quality)	Ream	1	349	420	0	480		
		Pair	1	95	350	65	80		
185	Vehicle log book (Printed)	No	1	249	380	45	225		Abnormally low
186	Vehicle Movement Order Book (Printed)	No	1	349	380	0	225		
187	Wall Clock (Ajanta)	No	1	649	390	899	780		
188	Water colour (All Colors)	Pkt	1	89	55	95	95		
189	Water colour brush	No	1	15	25	24	65		
190	Water colour Palette, white	Pkt	1	34	60	35	55		
191	Water Jug	No	1	64	150	75	95		
192	Wax crayon (All colors)	Pkt	1	12	10	9	10		

**Evaluation Committee**

Four bidders have participated for tender ID No. 1099 against supply of office stationery for the fiscal year 2019-2020. All the four (4) bidders are qualified for the evaluation. Some of the bidders have quoted abnormally low. Therefore, submitted to DTC for further decision.

  
**1. Dechen Zangmo (Member)**
  
**2. Sonam Jamtsho (Member)**
  
**3. Rinzin Wangmo (Member Secretary)**  
  
**Chimi Tenzin (Chairperson)**

**Tender Committee Decision for Tender ID No.1099**

DTC decided to award at the lowest quoted rate for each item.

Tender Committee Member:

1. Chedup Dorji (Member)

2. Tshering Dorji (Member)

3. Tharchen (Member)

4. Dorji Jamtsho (Member Secretary)

Pasang Dorji, Phungdag (Chairperson)