

हिन्दुस्तान पेपर कॉर्पोरेशन लिमिटेड

HINDUSTAN PAPER CORPORATION LTD

(A Government of India Enterprise)

75-C Park Street, Kolkata-700 016

Phone Nos. 91-33-2229 6901-02, 2249 6931/ 32/ 34/ 35

Fax No. 91-33-2249 4932/ 4996. Website: www.hindpaper.in



NOTICE INVITING EXPRESSIONS OF INTEREST

Date : 19.08.2015

Job Description: Arrangement of godown space at Patna for storage of 4000-5000MT paper reels and bundles.

- 1.0 Sealed Bids (Expressions of Interest) are invited from reputable and resourceful parties for the above. The contract period will be for a period of minimum 2 years. Bids will be submitted in sealed covers clearly marked **EOI for Godown Space Arrangement at Patna** addressed to the undersigned and deposited by **2PM on 28.08.15** at the above address.
- 2.0 Each page of all documents should be signed under seal by a person competent to do so.
- 3.0 (i) The godown must be covered and exclusively used for storage of our paper only, without any risk of contamination by chemicals, oils, foodgrains, etc. The premises must be clean and free from insects and termites. The godown authority will be responsible for any damage to the paper during storage and handling inside the godown.
(ii) There should be proper lighting inside the godown for identification of various paper items.
(iii) The godown must be on a high plinth and free from any risk of rainwater seepage from the top or flooding from the bottom. Flooring should be either cement or concrete (pucca) and smooth and free from dust and dirt.
(iv) The godown should have adequate motorable approach roads both outside and inside to enable to trucks to be placed conveniently for loading and unloading.
- 4.0 As paper is a high value item, there must be adequate security arrangements.

Thanking you,

For Hindustan Paper Corporation Ltd.

Dy General Manager (Marketing)

GENERAL INFORMATION TO BE SUBMITTED IN THE FOLLOWING FORMAT
ALONG WITH EXPRESSION OF INTEREST

Sl. no	Particulars	Details
1	Name of the firm	
2	Address	
3	Name of the person to be contacted	
4	Telephone No.	
5	Fax no.	
6	E-mail ID	
7	PAN	
8	Sales Tax / Service Tax No	
9	Audited Annual Account of last three years	
10	Bankers Certificate for credit worthiness	
11	Whether partnership / limited company / others	
12	Details of Experience	
13	Address, location and complete details of the proposed godown	
14	Details of annual turn over for last three financial years	
15	Other information, if any.	

Signature of the Authorized person

Office seal

Date: