

**ANNUAL PROCUREMENT PLAN**

**AND**

**NODAL OFFICERS FOR MSEs**

**MSTC LIMITED**

**225-C, A.J.C BOSE ROAD**

**KOLKATA-700020 (INDIA)**

**PH: (033) 2290-0964, 2287-7557 / 0568 / 9627**

**ANNUAL PROCUREMENT PLAN FOR FY 2017-18**

The total eligible annual procurement by MSTC for year 2017-18 is likely to be Rs.4.2 Cr. And total procurement from MSEs is likely to be Rs.1.7 Cr.

Further, in FY 2017-18, a total 18 MSEs benefitted, in which 5 MSEs belongs to SC/ST entrepreneurs. A total of 37.22% of procurement has been done by MSEs and in which 5.27% has been procured from the MSEs belongs to SC/ST entrepreneurs.

MSTC is making efforts to encourage participation from MSE vendors (SC/ST).

**TENTATIVE LIST OF GOODS/SERVICES WHERE MSEs ARE PARTICIPATING/EXPECTED TO PARTICIPATE IN MSTC**

1. GOODS

|  |  |
| --- | --- |
| **SI.No.** | **Description** |
|  | Buckets of all types |
|  | Chokes for light fitting |
|  | Fire extinguishers (wall type) |
|  | Inverter domestic type up to 5 KVA  |
|  | Disinfectant Fluids |
|  | Dust bins |
|  | Curtains Mosquito |
|  | Safety Pins (and other similar products like paper pins, staples pins etc.) |
|  | Sanitary Towels |
|  | Scissors cutting (ordinary) |
|  | Kit boxes |
|  | Lint plain |
|  | Naphthalene Balls |
|  | Tin Boxes for postage stamp |
|  | Toilet Rolls |
|  | Trays |
|  | Trays for postal use |
|  | Utensils all types |
|  | Soap liquid |
|  | Stapling machine |
|  | Steel racks/ shelf |
|  | Printers  |
|  | UPS Batteries |
|  | Personal computer / Laptop  |

1. **SERVICES**

|  |  |
| --- | --- |
| **SI.No** | **DESCRIPTION** |
|  | Courier Services for Corporate Office  |
|  | Hiring of Man power |
|  | Hiring of Vehicles |
|  | Maintenance of IT System & Equipment  |
|  | Office Maintenance Services |
|  | Photo copying and printing services |
|  | Various support services |
|  | Housekeeping services |
|  | Repairing of Office furniture.  |
|  | Supply & installation of Biometric attendance and surveillance system |

**LIST OF NODAL OFFICERS FOR VARIOUS REGIONS OF MSTC**

|  |  |  |
| --- | --- | --- |
| **SI.No** | **Region/Branch** | **Nodal Officer** |
|  | Corporate officeKolkata | Shri. Abhinav Tiwari, AM (P&A)225-C, A.J.C Bose Road, **Kolkata** – 700020Email: atiwari@mstcindia.co.inMobile: 9073313781 |
|  | NRO, Delhi | Shri. S K Poddar, Addl.GM (RM)30/31A Jeevan Vikas Building, 1st Floor, Asaf Ali Road (opp. Hamdard), **New Delhi** - 110 002Email: sanjibpoddar@mstcindia.co.inMobile: 09830156246 |
|  | WRO, Mumbai | Shri Surya Kant, ADDL. GM**(RM)**607-608 Raheja Centre, Nariman Point, **Mumbai** - 400 021Email: suryakant@mstcindia.co.inMobile: 9974089982 |
|  | ERO, Kolkata | Shri Vikash Kumar Jaiswal, SM**, (RM)** 225-F, A.J.C Bose Road, **Kolkata** - 700 020Email:vikash@mstcindia.co.inMobile:09903042449 |
|  | SRO, Chennai | Shri A Rajamanickam, ADDL.GM, **(RM)**Leelavathi Building, 2nd Floor; 69, Armenian Street, **Chennai - 600 001**Email:arajamanickam@mstcindia.co.inMobile:09666040607 |
|  | Trivandrum Branch | Shri Remil Rashid, DM **(BM)**First Floor, Forest Central Library Building, Kerala Forest Head Quarters, Vazhuthacaud, **Trivandrum 695014**Email:rrashid@mstcindia.co.inMobile:09946473645 |
|  | Bangalore Branch | Shri J Damodaran, CM **(BM)**19/5 & 19/6, 3rd Floor, Kareem Tower, Cunningham Road, **Bangalore- 560052**Email:jdamodaran@mstcindia.co.inMobile:9841002253 |
|  | Hyderabad Branch | Smt R Purushottam, ADDL. GM **(BM)**Akash Ganga Complex, Office No. 201, 2nd floor, Door No. 6-3-635 & 637, Khairtabad **Hyderabad - 500004**Email:rpurushottam@mstcindia.co.inMobile:08884406412 |
|  | Visakhapatnam Branch&Vijayawada Office | Shri G Sopan Shriram, CM, **(BM)**6th Floor "Jeevan Prakash" LIC Building, Jeevitha Bima Road, **Visakhapatnam – 530004**Email:sopan@mstcindia.co.inMobile:9967066934 |
|  | Vadodara Branch | Shri Keshav Ajmani, CM, **(BM)**21,Kamalanjali Apartment, 2nd Floor, Opp.Tube Company, Old Padra Road,Akota, **Vadodara-390 020**Email:kajmani@mstcindia.co.inMobile:09891946076 |
|  | Bhopal Branch | Shri S K Tiwary, CM **(BM)**76-77(R), First Floor, Zone-II, M.P.Nagar, **Bhopal-462011, (M.P)**Email:sktiwary@mstcindia.co.inMobile:09009755999 |
|  | Raipur Branch | Shri Ravi Shekhar, Manager **(BM)**MSTC LIMITED, Hall No 6 & 7, 3rd floor, Udyog Bhawan, Telibandha, Ring Road 1 , **Raipur, 492006**Email:rshekhar@mstcindia.co.inMobile:09662052481 |
|  | Bhubaneswar office  | Shri Bishnu Prasad Mahapatra, SM(F&A)Toshali Plaza, 3rd Floor, Room No.TP-B/1-03&08, Satya Nagar, **Bhubaneswar-751 007**Email: bpmahapatra@mstcindia.co.inMobile: 09912077733 |
|  | Jaipur Branch | Shri Dinesh Kumar Meel, DM **(BM)**CF/02, First Floor, Nehru place Complex, Tonk road **Jaipur. PIN: 302015**Email:dkmeel@mstcindia.co.inMobile:09587892087 |
|  | Ranchi Branch | Shri Annand Vishwakarmaa, Manager **(BM)**MSTC LIMITED, BSNL TELIPHONE EXCHANGE, Sec-2, DHURWA**, RANCHI-834004**, JHARKHANDEmail:anandvishwakarma@mstcindia.co.inMobile: 09065349790 |
|  | Chandigarh Branch | Shri Umesh Chandra, SM**(BM)**MSTC Limited Telephone Exchange Building, 2nd Floor, Sector-5, **Panchkula-134109**Email:umesh@mstcindia.co.inMobile:09971668889 |
|  | Lucknow Branch | Shri Nitin Anand, DM **(BM)**2nd Floor, Centre Court Building, Park Road, Hazratganj, **Lucknow - 226001**, Uttar PradeshEmail:anandnitin@mstcindia.co.inMoible:09769760074 |
|  | Guwahati Branch | Shri Prashant Chitranjan, AM **(BM)**MSTC LIMITED BSNL Exchange Building, Beltola Basistha Road, Wireless **Guwahati, ASSAM-781038**Email:pchitranjan@mstcindia.co.inMobile:08592888286 |