

MNC/BJM/2019/1937

Date : 05.03.2019

SEALED QUOTATIONS ARE INVITED FOR THE PURCHASE OF THE FOLLWING STATIONERY ITEMS IN THE COLLEGE. PLEASE WRITE TOP OF THE ENVELOP "QUOTATION FOR STATIONERY ITEMS". YOU MUST ENCLOSE A COPY OF PAN NUMBER & GST NUMBER OF YOUR FIRM.

S.No	NAME OF THE ITEM	BRAND/MAKE/ MODEL NO.	QTY. REQUIRED	RATE (EACH)	AMOUNT
1	Ball Pen Blue 045	Renynold	50 Pkt		
2	Ball Pen Red 045	Renynold	20 Pkt.		
3	Calculator	Citizen Ct-555N 12 Digit	24 Nos.		
4	Cartridge H P Laser Jet ml 1522G	HP	4 No		
5	Cartridge Canon- 328-A	Canon	10 Nos.		
6	Cartridge H P 1020	HP	12 Nos.		
7	Cartridge H P 130-A (Black)	HP	2 Set.		
8	Cartridge H P-12-A	HP	24 Nos.		
9	Cartridge H P-78-A	HP	06 Nos.		
10	Cartridge H P-88-A	HP	24 Nos.		
11	Cartridge 4521 F	Samsung	03 Nos.		
12	Chalk (Destless)	Apsara	50 Box		
13	Color Paper A-4 (Green)	Centuary	2 Pkt.		
14	Color Paper A-4 (Pink)	Centuary	2 pkt.		
15	Color Paper A-4 Yellow)	Centuary	2 Pkt.		
16	Cutter 18mm with 10 blades	Kaveer Art	18 No		
17	Dragon Sheet	Good Quality	4 Pkt.		
18	Duster PVC ( White Board )	Natraj	12 Nos.		
19	Duster Wooden (Black Board )	Natraj	200 Nos.		
20	Eraser	Natraj	24 Nos.		
21	Fevical 100ml	Fevicol	48 Nos.		
22	File Board	Neel Kamal	200 Nos.		
23	Flag 1X3 inch	Fluorescent	48 Pkt.		
24	Fluid (correction pen) 7 ML	Faber Castel	12 Nos.		
25	Gel Pen (Black)	Reynolds jiffy smoothe	48 No.		
26	Gel Pen (Blue)	Reynolds jiffy smoothe	144 Nos.		
27	Gel Pen (Red)	Reynolds jiffy smoothe	48 Nos.		

28	Gel Pen	Uniball	48 Nos.		
29	Glue Stick	Corex	60 Nos.		
30	Gum Bottel	National	48 Nos.		
31	Gum Tube	National	48 Nos.		
32	High lighter	Fiber Castel	10 Pkt.		
33	Ink (Epson) L-800	Epson	2 set.		
34	Marker pen	Renynold	72 No.s		
35	Marker Pen (Permant (Black)	Fiber Castel	144 Nos.		
36	Marker White Board	Fiber Castel	48 Nos.		
37	Packing Tape 2"inch 65 mtr.Brown	Hippo	48 Nos.		
38	Paper -A 4 75 GSM	JK Copier	40 Peti		
39	Paper -A-5 75 GSM	JK Copier	02 Peti		
40	Pen Drive 16 GB	HP B215V USB	24 Nos.		
41	Pen Drive 32 GB (Moser Bear)	HP V215 USB	12 Nos.		
42	Pencil	Faber Castel	72 Pkt.		
43	EcoTail Plastic A4 Document Ba	Eco Tail	24 Nos.		
44	TRANBO Plastic 2D A4 Size Rin	Tranbo	24 Nos.		
45	Poker with wooden Handle	Good Quality	24 Nos.		
46	Punching Machine (Doule Hole)	Kangaroo	12 Nos.		
47	Punching Machine (Single Hole )	Kangaroo	24 Nos.		
48	Push Pin (Good Quality )	BB	24 pkt.		
49	Register ( Rules) 1Q	Amir (ABD)	12 Nos.		
50	Register Rules) 2Q	Amir (ABD)	48 Nos.		
51	Register Rules) 3Q	Amir (ABD)	12 Nos.		
52	Register Rules) 4Q	Amir (ABD)	12 Nos.		
53	Register Rules) 6Q	Amir (ABD)	12 Nos.		
54	Register Rules) 8Q	Amir (ABD)	12 Nos.		
55	Rubber Band 40 NO	Good Quality	10 pkt.		
56	Scale 12 Inch	Clear Plastic	12 Nos.		
57	Scale 12 Inch	Bharat Steel	12 Nos.		
58	Scissor Medium	Generic Brand	2 Dzn		
59	Scissor Big	JC JCC-K37 Scissors	06 No.		
60	Spunch	(Corex)	24 Nos.		

61	Stamp Pad Medium	(Supreme)	12 Nos.		
62	Stapler 24/6	(Kangaroo)	24 Nos.		
63	Kangaro Manual Size 10 HD-10	Kangaroo	48 Nos.		
64	Stapler Pin No-10	Kangaroo	240 pkt.		
65	Bambalio Binder clip series Medium Paper Clip		12 Dozn.		
66	Tags (Dimond)	Dimond	10000 Nos.		
67	Tape (Cello) 1 inch Wonder	Cello	24 Nos.		
68	Tape (Cello) 1/2 inch Wonder	Cello	48 Nos.		
69	Tape (Cello) 2 inch Double side	Cello	12 Nos.		
70	Tape (Cello) 2 inch Wonder	Cello	24 Nos.		
71	Toner Photo Copy Machine	Richo	03 Nos.		
72	U Clip Big 35 mm	Good Quality	2 pkt.		
73	U Clip With Plastic 35 mm	Good Quality	5 pkt.		
74	Wrighting Pad 40 No (Bittu)	Bitto	36 Nos.		

**Term & Conditions:-**

1. The rates should be included all the taxes/GST/Freight etc.
2. Payment will be made by RTGS/NEFT within 15 days after supply the items. All payment will be subject to deduction of taxes at source as per applicable rules.
3. Supply of the items will be done in the College with in a week time from the placement of Purchase Order by the College.
4. Quotation should reach to Principal, Motilal Nehru College, Benito Juarez Marg, New Delhi-110021 through Registered/Speed post or dropped in the Box available in the Office latest by **18.03.2019 up to 1.00 p.m. & the same will be open on 18.03.2019 at 2.00 a.m.**
5. The bidders are strictly required to attach a copy of GST/VAT registration certificate of the firm, otherwise bid/quotation will be deemed rejected.
6. In complete/conditional quotation will not be accepted.
7. On inspection, if the material is not found as per the specification or any item is found damaged the same shall be rejected. In case of rejection of the materials, no payment will be made for the rejection item.
8. In the event of any dispute arising between the parties hereafter referred as Motilal Nehru College and Supplier/Dealer in respect of or connected with this quotation in all such matters the venue of proceedings will be Delhi and only Delhi or appropriate Courts will have jurisdiction over the same.
9. Principal, Motilal Nehru College reserves the right to accept or reject any or all offer without assigning any reason thereof.

Copy to : Delhi University & College website.

Authorized Signature & Stamp of firm/Co. Date \_\_\_\_\_

*(M. M. S. 18/3/19)*  
 Officiating Principal  
 Motilal Nehru College  
 (दिल्ली विश्वविद्यालय)  
 (University of Delhi)  
 बेनिटो जुआरेज़ मार्ग  
 Benito Juarez Marg  
 नई दिल्ली-110021  
 New Delhi-110021