

College of Veterinary and Animal Science

[under Rajasthan University of Veterinary and Animal Sciences (RAJUVAS)]

Navania, Vallabh Nagar-313601, Udaipur

No. F. ()/CVAS/Purch/Tender/2025-26/ 146

Date: 28-1-2026

College of Veterinary and Animal Science, Udaipur
Navania, Vallabh Nagar-313601, Udaipur (Rajasthan)
(Rajasthan University of Veterinary and Animal Sciences)

No. F. ()/CVAS/Purch/2025-26/ 146

Dated: 28-1-2026

Open Tender Notice OGT- 07 (2025-26)

Sealed Tenders are invited from eligible original manufacturers / distributors for open general tender in **Two Bid-system** (separate Technical Bid and Price Bid) for the supply and services of **"Supply of Stationery and Computer Accessories."** Tender application will be open for submission from 28.01.2025 to 12.02.2025 (12.00 PM) and after this bids will be opened by tender opening committee at CVAS on (12.02.2025) at 02.30 PM onwards.

Detailed Terms & Conditions for the tender are available on State Procurement Portal website <http://www.sppp.raj.nic.in> and University website www.rajuvas.org. The Dean, CVAS, holds right to reject one or more tender. The Bids / Tenders not fulfilling prescribed terms & conditions or submitted after due date shall be rejected

For this E-tender VAU 2526 950B00109

DEAN

Copy to:-

1. The Comptroller, RAJUVAS, Bikaner, for information please.
2. Nodal Officer (Website), RAJUVAS, Bikaner for uploading the Tender Notice 'OGT-7' with Tender Documents on RAJUVAS website.
3. The Managing Director, Rajasthan Sanwad, DIPR, Govt of Rajasthan
4. The State Procurement Portal (SPPP) Website for uploading the Open Tender Notice- OGT-07 with Tender Documents.
5. College Notice Board.
6. Guard File.

DEAN

College of Veterinary and Animal Science,

***Navania, Vallabh Nagar-313601, Udaipur
(Rajasthan)***

OPEN TENDER APPLICATION FORM

OPEN GENERAL TENDER for “Supply of Stationery and Computer Accessories”

OPEN TENDER NOTICE No: OGT-7

(Financial Year 2025-26)

PART-A *(for Office Use only)*

1. Open Tender Notice No. OGT-1 ; dated 28th January 2026
2. Name of Firm (to whom sold).....
3. Date of Start of Tender Application 28th January 2026
4. Last Date to Purchase Tender Application Form:- 12th February 2026 by 11:00 am
5. Last Date for Tender Submission: 12th February 2026 by 12:00 pm noon
6. Place to submit Bids: Dean Office, CVAS, NAVANIA, UDAIPUR
7. Date of Opening Bids: 13th February 2026 at 2:30 pm

ASO, CVAS, Navania

Cost of Tender Document: **Rs. 500** (Rupees Five Hundred Only)

Earnest Money Deposit (2% of estimated value): **Rs. 20000/-** (Rupees Twenty Thousand Only)

Performance Security – **Applicable @ 5% of approved cost**

Bank Demand Draft in favour of “DEAN, CVAS, NAVANIA” payable at VALLABHNAGAR

PART-B *(to be filled by the Bidder Firm only)*

1. Name of Firm:
2. Name of Contact Person (Authorized Bid Signatory):
3. Address with Pin code:
4. Mobile No and Telephone (with STD Code)
5. E-Mail ID
6. Website (if any):

Date:

Signature

for M/s.....

For any Information / Clarification, please Contact:

DEAN,
College of Veterinary and Animal Science,
Navania, Vallabh Nagar-313601, Udaipur (Rajasthan)
Tel: +91-9950854959; Email: deancvasvbn@gmail.com

OPEN TENDER NOTICE No: OGT-2

(Financial Year 2025-26)

OPEN TENDER ENQUIRY for “Supply of Electrical items”

Dear Sir / Madam,

The CVAS, Navania, Udaipur, invites sealed bids from eligible manufacturers/ authorized supplier/agencies/ distributors for Open Tender in Two Bid System (separate Technical Bid and Price Bid) for the work of “**Supply of Stationery and Computer Accessories**” from your ready stock, under a sealed cover to the undersigned latest by **12th February 2026 (12:00 pm)** **that should be below Rs. 10 Lakh** (inclusive of taxes). The bids shall be opened by Tender Opening Committee at CVAS, NAVANIA,UDAIPUR on 15.07.2025 at **2:30 pm** onwards.

The detail of items/work required is presented below:-

S. No.	Scope of Work with Specifications of Stationery and Computer Accessories	Total Quantity (Approx)
1.	Photo Copy Rim A/4	100
2.	Cash Book No.10 (350+ peg)Double Colum	5
3.	Chalk Box White	50
4.	White Board Marker Pen	200
5.	Duster White Board	100
6.	Student Attendance reg. 50 name	100
7.	Staff Attendance Reg. 39 Name	50
8.	Stock Book of Raw Material & Store	20
9.	Leminated Envelope 9x4	500
10.	Envelope Leminated 11×5	500
11.	Four Folder File	30
12.	Register Ashoka 160p	50
13.	Ohp Cd Marker Pen	50
14.	Permanent Marker Pen	50
15.	Duplicate Book No. 2 Nayan 120/	10
16.	Stapler No. 10	20
17.	Stapler Hp-45	50
18.	Punch Dp-52	20
19.	Punch Dp600	20
20.	Stapler Pin No.10 Box	50
21.	Stapler Pin 24/6	50
22.	Color paper ream A/4 75gsm	10
23.	Inkjet Paper Pkt. A/4	10
24.	Box File khushbu	30
25.	Ball Pen blue 10/	100
26.	Ball Pen Black 10/	100
27.	Ball Pen Red 10/	100
28.	White Board Marker Ink 15ml	20
29.	Stamp Pad Ink 100ml Kores	10
30.	Stamp Pad Feather Touch 45/	20
31.	Buttan Bag Clear	100
32.	Buttan Folder Big	100
33.	Button File 20/	100
34.	Strip File a/4	100
35.	Spriale Note Book 300p	50
36.	Gel Pen 10/	100
37.	Peon Book 192page	30
38.	Confrence Pad	100
39.	Slip Pad No. 33 [35 Sheet]	100
40.	File Cover With Lase Super	500
41.	Envelope White 9x4	500
42.	Correction Pen	50

43.	Cello Tape 2inch	100
44.	Brown Tape 2inch	100
45.	Clip Board 9.5x13.5 S-280	15
46.	U Pin Pkt. 29mm 60/- deli	20
47.	Scale 30cm. 12/	15
48.	Glue Stick 25g	20
49.	Envelope White 11x5	500
50.	File Pad	100
51.	Pencil ajanta 5/	100
52.	Eraser 3/	100
53.	Sharpner 3/	100
54.	Table Top	20
55.	Table Cover 4.5x6	20
56.	Pen Stand 96001	20
57.	Pin Cushan	20
58.	Waste Paper Basket Padel No. 109	20
59.	Globe No.2	20
60.	Wall Watch	20
61.	Correction Tape 50/	20
62.	Sticky Notes 1307	100
63.	Highlighter Pen	100
64.	Calculater Casio DJ-220D Plus	20
65.	Box File khushbu	40
66.	Correction Pen	100
67.	Mobile Stand	20
68.	File Langot	200
69.	File Try S602	20
70.	Tape Dispenser DTD-210	20
71.	Sketch Pen Set 35/	20
72.	Marker Pen Chistle	100
73.	White Board Marker Pen	100
74.	White Board Ink 100ml	20
75.	Chalk Dustless Clr 144nos	18
76.	Chalk Peti Kores	5
77.	Board Stand Folding	5
78.	School Chalk Board 6x4	19
79.	Dislpay Board 3x4	10
80.	Tape Dispenser Csm -201 50mm	10
81.	Pay Posting Register 200page	2
82.	Cheque Draft. Receipt Reg. 160p	5
83.	Punching Machine Heavy	5
84.	Stapler 23s13	5
85.	Stapler DS45L	5
86.	Card Sheet 22x28 140gsm 8kg	100
87.	Office Tray S631	20
88.	Sealing Wax Pkt.	20
89.	Ring File	20
90.	Bill Register 160page	5
91.	Box Type Cloth Line Eny. 10x12x2	500
92.	Box Type Cloth Line Env. 10x14%2	500
93.	T. A. Bills	50 ped
94.	Service Book 200page c/b	20
95.	Tape 30mt.	10
96.	Ivory Sheet Heavy	500
97.	Tharmocol Sheet	80
98.	Glitter Sheet A/4 Pkt.	50
99.	Colour Paper Mix	50 rim
100.	Lfolder a/4	500
101.	Keyboard USB	10
102.	Mouse USB	10

103.	WiFi Adapter	5
104.	USB Extension Cable	10
105.	Patch Cable 1mtr	10
106.	LAN Cable CAT 5	10
107.	LAN Cable CAT 6	10
108.	LAN Switch 4 Channel	10
109.	LAN Connector	10
110.	Pen Drive 16 GB	10
111.	Pen Drive 32 GB	10
112.	Hard Disk 1 TB External	10
113.	Hard Disk 2 TB External	10
114.	Hard Disk 1 TB Internal	10
115.	Hard Disk 2 TB Internal	10
116.	SSD 256 MB	10
117.	SSD 512 MB	10
118.	HP Cartridge 12A	10
119.	HP Cartridge 88A	10
120.	HP Cartridge 78A	10
121.	Canon Cartridge 337	10
122.	HP Color Printer Cartridge	10
123.	SMPS Power Supply	10
124.	Ant Esports Power Supply	10
125.	UPS Battery	10
126.	UPS Single Battery Unit	10
127.	UPS Dual Battery Unit	10
128.	RAM DDR3 8 GB	10
129.	RAM DDR 4 8 GB	10
130.	Antivirus K7	10
131.	Antivirus Quick Heal	10
132.	CD	10
133.	DVD	10
134.	CD DVD COVER /FORLDR	10
135.	Keyboard Wireless	10
136.	Mouse Wireless	10
137.	Power Extension Cord	10
138.	Power Extension Cord	10
139.	WiFi Router	10
140.	Type C Hub	10
141.	LAN Connecting Tool	10
142.	HDMI Cable 4K	10
143.	VGA Cable	10
144.	Printer Cable	10
145.	Power Cable	10
146.	Motherboard Fan	10
147.	CMOS Battery	10
148.	Duracell Ultra AA	10
149.	Duracell AAA	10
150.	SanDisk Card 128 GB	10
151.	SIM Router	10
152.	HDMI Switch	10
153.	VGA Switch	10
154.	Type C Cable	10
155.	Bluetooth Device	10
156.	Barcode Reader	10
157.	HP Cartridge Powder	10
158.	Canon Cartridge Powder	10
159.	Mouse Pad	10
160.	LED Monitor 18"	10
161.	Computer Cabinet	10
162.	HDMI, VGA, Type-C Any Connector	10

163.	2GB Graphic Card	10
164.	Card Reader	10
165.	2.1 Speaker Computer	10
166.	Headphone for PC	10
167.	Mini Server PC Rack	10
168.	Printer Power Cable	10

TERMS & CONDITIONS of the OPEN TENDER

1. All Stationery and Computer accessories items should adhere to specification provided.
2. The firm which will quote all the items will be preferred over others.
3. Every entry should be clear and no cutting will be allowed in tender document.
4. All the quoted items should be **good quality** without which bill will not be processed.
5. If there is change in supply order it that will be intimated to tenderer beforehand etc.
6. The Tenderer must adhere to all the clauses of tender and committee.
7. The work order should be completed in stipulated time given in work order.
8. If the firm is participating in the Tender, it will be assumed that all terms & conditions of the Institute are acceptable to the firm.
9. The firm shall give certificate that the items has not been sold below the given rate in market.
10. Packing should be proper and well organized otherwise the order will be sent back on expenditure of firm.
11. All the rates should be FOR to Central Store, CVAS ,Navania, Udaipur.
12. There can be any increase and decrease of Sanitary and Plumbing items etc. in the work order.
13. The Tenderer has to sign on each page of Tender form as he has read every clause of Terms and Conditions.
14. **Tender Application Form & Application Fee:** The tender document will only be purchased from Cashier, CVAS,NAVANIA,UDAIPUR, however the rules and scope of work can been seen after downloading from University Website www.rajuvas.org and Rajasthan state portal <https://sppp.rajasthan.gov.in/> Tender form will not be sent by post. The prescribed Tender Application **Fee of Rs 500/-** should either be submitted in the form of Cash to the Cashier, CVAS, Navania, Udaipur (against Receipt) or through a Bank Demand Draft in favour of "Dean, CVAS, Navania, Udaipur " and payable at "Vallabhnagar,Udaipur". Only those who quote for all the items shall be considered eligible.
15. **BID Submission:**
 - a) Interested Bidders are requested to **submit their bids in TWO PARTS** duly sealed in separate envelopes.
 - b) The Bids should **COMPULSORY** be submitted in two bids system containing two parts, Part – I Technical Bid in one sealed envelope and labeled as **“for Technical Bid”** (as per Annexure -II) and Part – II Price Bid in another sealed envelope labelled **“for Price Bid”** (as per Annexure – IV). Both the sealed envelopes should then be put in another OUTER Envelope and labeled as **“Open Tender for “Supply of Stationery and Computer Accessories.” at CVAS Navania”**.
 - c) Bidder shall ensure that their bids, complete in all respects, are submitted to **The DEAN, College of Veterinary and Animal Science,Navania,Vallabhnagar-313601,Udaipur (Rajasthan)**, so as to reach the College **latest by 12.02.2026 upto 12:00 p.m.** failing which the bids will be treated as late and Rejected.
 - d) The Part- II (Financial Bid) shall be opened only for those tenderers who qualify for Technical Bid i.e. Part – I.
 - e) The bid submitted by Telex/Telegram/Fax/E-mail etc. shall not be considered. No correspondence will be entertained on this matter.
 - f) The bid not submitted, in Separate Envelopes / for all the listed items / not in prescribed formats / incomplete in details is liable for rejection. Bid received without separate Sealed Envelopes as mentioned above will not be accepted.

ENVELOPE Part- I (Technical Offer): The Technical offer should be complete in all respects and contain all information asked for, except prices. The Technical offer should include all components asked for that are as follows:

- **Annexure I** - Covering / Acceptance Letter
- Cash Receipt / Demand Draft of **Rs. 500/- for Tender Application Fee.**
- Separate Demand Draft/Receipt of Rs. **20000/- for EMD Amount.**
- **Annexure II** - Technical Offer with Specifications that should not contain any price information.

- **Annexure III – Bank Details for Third Party Online Payment**
- **GST Tax Registration No./ PAN No.** (Copy to be enclosed)

The Technical Bid must be submitted typed or clearly written in ball pen ink. Each Page of the document shall bear seal and signature of the authorized signatory. Documents submitted must have the relevance with the technical qualification.

ENVELOPE Part - II (Price Bid): The Price Bid should give all relevant price information as per *Annexure IV*. The Bid Form must be filled in completely, without any errors, erasures or alterations. The Commercial offer must not contradict the technical offer in any way.

The prices must be quoted **F.O.R. CVAS, Navania, Udaipur** and must be given in **Indian Rupees (INR)** only. Bids in Foreign Currency shall be Rejected. Rate quoted for the items should be inclusive of all taxes and statutory levies, if any. The Form of **Annexure–IV** must be filled in completely, without any errors, erasures or alterations.

16. Alternate Proposal / Modifications in Same Bid (Not Allowed):

- a) The quotations submitted should be for a fully functional accessory/item/ instrument along with all required parts/accessories for its functional use. Any counter proposals or Modifications by the Tenderer will NOT be acceptable.
- b) Only one proposal must be submitted for each item / instrument in a single Tender. In case of offering multiple options for single item/instruments, tender of firm for that particular item/instrument shall be technically rejected.
- c) Alternative specification also will NOT be acceptable.

17. Earnest Money (EMD): An Earnest Money Deposit of **Rs. 20000/- (Rupees Twenty Thousand Only)** must be enclosed with the TECHNICAL OFFER through a Demand Draft issued by a reputed Bank drawn in favour of “**DEAN, CVAS, Navania**”, payable at Vallabhanagar, Udaipur. It should be valid for at least 90 days. Bid received without Earnest Money Deposit will not be considered. The EMD of unsuccessful bidders shall be returned without any interest after the process of bid is over.
In case of successful bidder withdraws his offer within the validity of bid OR does not honour his commitment within the validity of bid and back out after placing the order with him, the EMD will be forfeited.

18. Performance Bid Security: Is Applicable on successful bidder at the **rate of 5% of the** approved price. Will have to submit within 7 days from the issue of supply order.

19. Period of Validity of Offer/Bids:- The rates quoted for participation in tender must be **valid / binding for a period of atleast 60 days** after the last date of submission of Bids/quotation. Quotations valid for shorter periods may be rejected by the purchaser as non-responsive. Once the Tender has been accepted, the rates shall remain valid for the period ending on **31.03.2026** and this period can be extended by mutual agreement.

20. Warranty:- On the required **ITEM**, any damage during supply transit, installation and in-built damages covering all parts involved in functioning will be covered under transit warranty and for equipment/apparatus/mechanical item, a period of minimum 1 year warranty from the date of satisfactory supply / installation and commissioning / acceptance of the items by CVAS,NAVANIA,UDAIPUR covering **material and manufacturing defects etc**. The following warranty clause shall be applicable and binding for the warranty period (1 year) even if the tendered does not specify it in the quotations. All stainless steel items must be durable and rust free.

21. Correctness and Completeness of the Item :-The items shall be correct and complete in every aspect with all its necessary parts/accessories for its routine functioning and installation requisites which are normally supplied even though not specifically detailed to the specifications.

22. Delivery & Installation Period :-

The CVAS, NAVANIA, UDAIPUR, Jaipur would like to have the following time schedule for completion of the activities from the date of placement of orders.

- a. Delivery: **30 Days from** Receipt of Supply/Work Order, extendable only on prior permission from Dean.
- b. Installation and Operationalization: immediately on the Delivery.
- c. The bidder shall be responsible for proper packing so as to avoid damage under normal conditions of transport by sea, rail and road or air and delivery of the material in good condition to the consignee at destination. In the event of any loss, damage, breakage or leakage or any shortage the bidder shall be liable to make good such loss and shortage found at the checking / inspection of the material by the consignee. No extra cost on such account shall be admissible.
- d. Part delivery will not be allowed. The DEAN, CVAS, NAVANIA, UDAIPUR will have the discretion to invoke the payment from the Bank or forfeit the EMD for any breach of contract.

23. Liquidated Damages:

Recoveries of liquidated damages, short supply, breakage, rejected articles shall ordinarily be made from bills. Amount may also be withheld to the extent of short supply, breakage, rejected articles and in case of failure in satisfactory replacement by the supplier along with amount of liquidated damages shall be recovered from his dues and

Performance security available with the department. In case recovery is not possible recourse will be taken under Rajasthan PDR Act or any other law in force.

- i. The time specified for delivery in the Bid form shall be deemed to be the essence of the contract and the successful Bidder shall arrange supplies within the stipulated period on receipt of the supply order from the Purchase Officer.
- ii. In case of extension in the delivery period with liquidated damages, the recovery shall be made on the basis of following percentage of value of Stores pending to be supplied –
 - Delay up to $\frac{1}{4}$ period of the prescribed Delivery period – 2.5%
 - Delay exceeding $\frac{1}{4}$ but not exceeding $\frac{1}{2}$ of the prescribed delivery period - 5%
 - Delay exceeding $\frac{1}{2}$ but not exceeding $\frac{3}{4}$ of the prescribed delivery period - 7.5%
 - Delay exceeding $\frac{3}{4}$ but is not exceeding the period equal to the prescribed delivery period – 10%

Note: - Fraction of a day in reckoning period of delay in supplies shall be eliminated if it is less than half a day.
- iii. The maximum amount of liquidated damages shall be 10%. Delay in supplies exceeding the period equal to the prescribed delivery period shall render the supply order cancelled and any supplies made beyond this period shall be the sole risk of the approved supplier. Dean Post Graduate Institute of Veterinary Education and Research (CVAS,NAVANIA,UDAIPUR), Jaipur Rajasthan shall not be liable for any payments whatsoever on this account.

- 24.** The Institute is not bound to accept the lowest tender.
- 25.** Supply will be F.O.R. Central Stores, CVAS,NAVANIA,UDAIPUR, and will be subject to the approval of the College/ Concerned department in terms of quality, quantity, installation/performance qualifications etc.
- 26.** The decision of accepting authority shall be final as to the quality of stores.
- 27.** No Advance Payment will be made.
- 28.** The CVAS,NAVANIA,UDAIPUR reserves the right to accept or reject the quotation in part/full at any stage.
- 29.** The university / Institute (CVAS,NAVANIA,UDAIPUR) shall have powers to accept or reject the quotation in part/full at any stage without prior information and without any reason, to the tenderers
- 30.** Tenders must be filled with Ball pens or typed clearly. Those written using pencils or having overwriting or are unclear to understand will be rejected. No part-offers shall be accepted.
- 31.** The approved tenderer will not be allowed to sublet the awarded tender to any other person / firms.
- 32.** In case of any dispute, the area of Jurisdiction will be Jaipur.

DEAN

Annexure I

(Letter to the DEAN, CVAS,NAVANIA,UDAIPUR on the bidder's letterhead)

To,

The DEAN,
CVAS,NAVANIA,UDAIPUR-313001

Bid Ref. No. _____

Date:- _____

Last Date:- _____

Sub:- **Open Tender for Supply of “Supply of Stationery and Computer Accessories”**

Sir,

We, the undersigned, declare hereby that:

A. We have submitted all required fee as per details tabulated below:

Fee	Amount (Rs)	Mode	No. and Date	Remarks
Tender Appl. Fee	500	DD/ BC		
EMD	20000	DD/ BC		

B. I / We..... for M/s..... hereby confirm that **the offer is in conformity with the terms and conditions as mentioned in your above referred Tender Letter and Enclosures, All enquiries/clarifications have been made with CVAS,NAVANIA,UDAIPUR to our satisfaction.** All terms and conditions of tender document have been understood by us and as token of agreement we place our signatures below.

C. We have examined and have no reservations to the Bidding Document, including its all Addenda. We offer to supply Goods/Services in conformity with the Bidding Document and in accordance with the delivery schedule and the all the terms & conditions specified in Bidding Documents. Our Bid shall remain binding upon us for a period specified in the Bid Document and may be accepted at any time before the expiration of that period

D. We also understand that the CVAS,NAVANIA,UDAIPUR is not bound to accept the offer either in part or in full and that the CVAS,NAVANIA,UDAIPUR has right to reject the offer in full or in part without assigning any reasons whatsoever. Decision of Dean, CVAS,NAVANIA,UDAIPUR shall be final and will be acceptable to us.

E. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed

F. We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive

G. Our Important particulars are as given below:

S. No.	Particulars	Details
1.	Name of Tenderer Firm with Address, Pin-code, telephone/mobile No., Fax No., and E-mail ID etc.	
2.	Whether Proprietor/ Partnership/ Company	(Enclose copy of document)
3.	PAN No.	(Enclose copy)
4.	TIN No.	(Enclose copy, if available)

5.	GST Regd. No.	(Enclose copy)
6.	Manufacturer Certificate / Authorization Certificate	(Enclose copy)
7.	Are Firm is Exempted from paying, Custom Duty/ Excise Duty/Sales Tax.? <i>if YES, give details..</i>	(Enclose copy)
8.	Any other important information related to the tender requirement.	

Yours faithfully,

Date:

Authorized Signatories
(Name & Designation, seal of the firm)

The specifications mentioned here under are as per current needs. However, bidders can propose higher specification keeping the future needs and scalability as already mentioned in the tender but it should be of a complete functional unit.

No column under technical bid should be left blank. The vendor must specify either compliance or deviations

TECHNICAL BID

Specification- **“Supply of Stationery and Computer Accessories”**

Sl. No.	Name of work	Quantity Required (approx)	Unit/Packing	Page Quantity	Bidder's Response Please indicate whether items/goods quoted conform to the specifications (Yes/No). Deviations, if any, must be pointed out. (To be filled by bidder)	Proof submitted at page No.
1.	Photo Copy Rim A/4	100	Pcs.			
2.	Cash Book No.10 (350+ peg)Double Colum	5	Pcs.			
3.	Chalk Box White	50	Pcs.			
4.	White Board Marker Pen	200	Pcs.			
5.	Duster White Board	100	Pcs.			
6.	Student Attendance reg. 50 name	100	Pcs.			
7.	Staff Attendance Reg. 39 Name	50	Pcs.			
8.	Stock Book of Raw Material & Store	20	Pcs.			
9.	Leminated Envelope 9x4	500	Pcs.			
10.	Envelope Leminated 11x5	500	Pcs.			
11.	Four Folder File	30	Pcs.			
12.	Register Ashoka 160p	50	Pcs.			
13.	Ohp Cd Marker Pen	50	Pcs.			
14.	Permanent Marker Pen	50	Pcs.			
15.	Duplicate Book No. 2 Nayan 120/	10	Pcs.			
16.	Stapler No. 10	20	Pcs.			

17.	Stapler Hp-45	50	Pcs.			
18.	Punch Dp-52	20	Pcs.			
19.	Punch Dp600	20	Pcs.			
20.	Stapler Pin No.10 Box	50	PKT			
21.	Stapler Pin 24/6	50	Pcs.			
22.	Color paper ream A/4 75gsm	10	Pcs.			
23.	Inkjet Paper Pkt. A/4	10	Pcs.			
24.	Box File khushbu	30	Pcs.			
25.	Ball Pen blue 10/	10 0	Pcs.			
26.	Ball Pen Black 10/	10 0	Pcs.			
27.	Ball Pen Red 10/	10 0	Pcs.			
28.	White Board Marker Ink 15ml	20	Pcs.			
29.	Stamp Pad Ink 100ml Kores	10	Pcs.			
30.	Stamp Pad Feather Touch 45/	20	Pcs.			
31.	Buttan Bag Clear	10 0	Pcs.			
32.	Buttan Folder Big	10 0	Pcs.			
33.	Button File 20/	10 0	Pcs.			
34.	Strip File a/4	10 0	Pcs.			
35.	Spriale Note Book 300p	50	Pcs.			
36.	Gel Pen 10/	10 0	Pcs.			
37.	Peon Book 192page	30	Pcs.			
38.	Confrence Pad	10 0	Pcs.			
39.	Slip Pad No. 33 [35 Sheet]	10 0	Pcs.			
40.	File Cover With Lase Super	50 0	Pcs.			
41.	Envelope White 9x4	50 0	Pcs.			
42.	Correction Pen	50	Pcs.			

43.	Cello Tape 2inch	10 0	Pcs.			
44.	Brown Tape 2inch	10 0	Pcs.			
45.	Clip Board 9.5x13.5 S-280	15	Pcs.			
46.	U Pin Pkt. 29mm 60/- deli	20	Pcs.			
47.	Scale 30cm. 12/	15	PKT			
48.	Glue Stick 25g	20	PKT			
49.	Envelope White 11x5	50 0	Pcs.			
50.	File Pad	10 0	Pcs.			
51.	Pencil ajanta 5/	10 0	Pcs.			
52.	Eraser 3/	10 0	Pcs.			
53.	Sharpner 3/	10 0	Pcs.			
54.	Table Top	20	Pcs.			
55.	Table Cover 4.5x6	20	Pcs.			
56.	Pen Stand 96001	20	Pcs.			
57.	Pin Cushan	20	Pcs.			
58.	Waste Paper Basket Padel No. 109	20	Pcs.			
59.	Globe No.2	20	Pcs.			
60.	Wall Watch	20	Pcs.			
61.	Correction Tape 50/	20	Pcs.			
62.	Sticky Notes 1307	10 0	Pcs.			
63.	Highlighter Pen	10 0	Pcs.			
64.	Calculater Casio DJ-220D Plus	20	Pcs.			
65.	Box File khushbu	40	Pcs.			
66.	Correction Pen	10 0	Pcs.			
67.	Mobile Stand	20	Pcs.			
68.	File Langot	20 0	Pcs.			

69.	File Try S602	20	Pcs.			
70.	Tape Dispenser DTD-210	20	Pcs.			
71.	Sketch Pen Set 35/	20	Pcs.			
72.	Marker Pen Chistle	10 0	Pcs.			
73.	White Board Marker Pen	10 0	Pcs.			
74.	White Board Ink 100ml	20	Pcs.			
75.	Chalk Dustless Clr 144nos	18	Pcs.			
76.	Chalk Peti Kores	5	Pcs.			
77.	Board Stand Folding	5	Pcs.			
78.	School Chalk Board 6x4	19	Pcs.			
79.	Dislpay Board 3x4	10	Pcs.			
80.	Tape Dispenser Csm -201 50mm	10	Pcs.			
81.	Pay Posting Register 200page	2	Pcs.			
82.	Cheque Draft. Receipt Reg. 160p	5	Pcs.			
83.	Punching Machine Heavy	5	Pcs.			
84.	Stapler 23s13	5	Pcs.			
85.	Stapler DS45L	5	Pcs.			
86.	Card Sheet 22x28 140gsm 8kg	10 0	Pcs.			
87.	Office Tray S631	20	Pcs.			
88.	Sealing Wax Pkt.	20	Pcs.			
89.	Ring File	20	Pcs.			
90.	Bill Register 160page	5	Pcs.			
91.	Box Type Cloth Line Eny. 10x12x2	50 0	Pcs.			
92.	Box Type Cloth Line Env. 10x14%2	50 0	Pcs.			
93.	T. A. Bills	50 ped	Pcs.			
94.	Service Book 200page c/b	20	Pcs.			

95.	Tape 30mt.	10	Pcs.			
96.	Ivory Sheet Heavy	50 0	Pcs.			
97.	Tharmocol Sheet	80	Pcs.			
98.	Glitter Sheet A/4 Pkt.	50	Pcs.			
99.	Colour Paper Mix	50 rim	Pcs.			
100.	Lfolder a/4	50 0	Pcs.			
101.	Keyboard USB	10	HP/Dell			
102.	Mouse USB	10	HP/Dell			
103.	WiFi Adapter	5	Generic			
104.	USB Extension Cable	10	Generic			
105.	Patch Cable 1mtr	10	Generic			
106.	LAN Cable CAT 5	10	D-Link			
107.	LAN Cable CAT 6	10	D-Link			
108.	LAN Switch 4 Channel	10	Generic			
109.	LAN Connector	10	D-Link			
110.	Pen Drive 16 GB	10	HP/San Disk/EV			
111.	Pen Drive 32 GB	10				
112.	Hard Disk 1 TB External	10	WD/Tos hiba			
113.	Hard Disk 2 TB External	10	WD/Tos hiba			
114.	Hard Disk 1 TB Internal	10	Generic			
115.	Hard Disk 2 TB Internal	10	Generic			
116.	SSD 256 MB	10	Generic			
117.	SSD 512 MB	10	Generic			
118.	HP Cartridge 12A	10				
119.	HP Cartridge 88A	10	Original			
120.	HP Cartridge 78A	10	Original			

121.	Canon Cartridge 337	10	Original			
122.	HP Color Printer Cartridge	10	Original			
123.	SMPS Power Supply	10	Generic			
124.	Ant Esports Power Supply	10				
125.	UPS Battery	10	VS700L			
126.	UPS Single Battery Unit	10	Single			
127.	UPS Dual Battery Unit	10	Generic			
128.	RAM DDR3 8 GB	10	Generic			
129.	RAM DDR 4 8 GB	10	Generic			
130.	Antivirus K7	10				
131.	Antivirus Quick Heal	10	Single User, 1 Year, 1 PC			
132.	CD	10	Single User, 1 Year, 1 PC			
133.	DVD	10				
134.	CD DVD COVER /FORLDR	10				
135.	Keyboard Wireless	10				
136.	Mouse Wireless	10				
137.	Power Extension Cord	10				
138.	Power Extension Cord	10	1.5 meter length			
139.	WiFi Router	10	2.5 meter length			
140.	Type C Hub	10				
141.	LAN Connecting Tool	10				
142.	HDMI Cable 4K	10	(Network crimping tool)			
143.	VGA Cable	10				
144.	Printer Cable	10				

145.	Power Cable	10	(USB Type A to B cable)			
146.	Motherboard Fan	10	(Standard PC/Monitor power cord)			
147.	CMOS Battery	10	(CPU or case cooling fan)			
148.	Duracell Ultra AA	10	(CR2032 button cell battery)			
149.	Duracell AAA	10	AA batteries			
150.	SanDisk Card 128 GB	10	AAA batteries			
151.	SIM Router	10	Memory card (SD or microSD)			
152.	HDMI Switch	10	(4G/5G cellular router)			
153.	VGA Switch	10				
154.	Type C Cable	10				
155.	Bluetooth Device	10				
156.	Barcode Reader	10	(USB Bluetooth adapter)			
157.	HP Cartridge Powder	10				
158.	Canon Cartridge Powder	10	(Toner powder for HP printers)			
159.	Mouse Pad	10	(Toner powder for Canon printers)			
160.	LED Monitor 18"	10				
161.	Computer Cabinet	10	18-inch display monitor			
162.	HDMI, VGA, Type-C Any Connector	10	(PC chassis/case)			
163.	2GB Graphic Card	10	Assorted A/V adapters			

164.	Card Reader	10	(GPU expansion card)			
165.	2.1 Speaker Computer	10	(USB memory card reader)			
166.	Headphone for PC	10				
167.	Mini Server PC Rack	10				
168.	Printer Power Cable	10				

Signature for Firm with SEAL (Name & Designation)

Date:

Note:- Technical documents (Product of the Brochures, Leaflets, manuals etc., if any) should be enclosed with the Technical Bid, wherever needed.

THIRD PARTY DETAILS for ONLINE PAYMENTS

Name of the Firm / Company	
Address	
Name of the Bank	
Branch Address of the Bank	
IFSC Code of the Bank	
Bank Account Number	
Photocopy of <u>Bank PASSBOOK</u> and a <u>Cancelled Cheque</u>	_____ (enclosed Yes / No)
GST Regd. No.	
PAN Number	
Aadhar No. of Authorized Person	
Mobile No. of Authorized Person	+91 - _____
E-mail ID	
Above details are correct and Copy of BANK PASSBOOK or a CANCELLED CHEQUE of same Bank Account is Enclosed	
<p style="text-align: right;">Authorized Signature (with Seal)</p>	

OPEN TENDER FOR “*Supply of Stationery and Computer Accessories*”

(NOTE: Rates per UNIT must be quoted and inclusive of all Taxes/incidental charges etc.)

Name of Firm:

PAN No:

GST Tax Regd. No:

NOTE: The Rates may be quoted on UNIT RATE Basis only

1	2	3	4	6				
S. No.	Brief Description of Goods/work with Specification	Quantity/Piece of work (Nos.)	Make/ Brand	Price per UNIT (Rs.)				
				Ex - factory/ Ex - warehouse /Ex-showroom /Off - the shelf Per Unit Cost (a)	GST (if any) [Depict both as Value and %age] (b)	FINAL UNIT PRICE Including GST	ANY Other Cost	Total COST (at Consignee Site) F.O.R. basis (Rs.)
1.	TUBE LIGHT SET LED (20 W)	100 pic						
2.	2 PIN TOP METELIC (16A)	25 PIC						
3.	CAPESTER (3.15 F)	200 PIC						
4.	LED BULB (5 W)	25 PIC						
5.	ADJUSTABLE WRENCH	1 PIC						
6.	WIRE 1.5 MM SQR WHITE / R/Y/B	10 COIL						
7.	WIRE 2.5 MM SQR WHITE / R/Y/B	5 COIL						
8.	3 CORE CABLE 1.5 MM SQR	600 Fit						
9.	3 CORE CABLE 2.5 MMSQR	900Fit						
10.	WIRE 0.75 MM SQR	3COIL						
11.	WIRE 1 MM SQR W/R/Y/B	10 COIL						
12.	REGULATOR 5 STAGE FAN SWITCH OR SOCKET	100 PIC						
13.	DISTIL WATER	100 L						
14.	LUG COPPER RING TYPE 16 MM ,	50 PIC						
15.	LUG ALUMINIUM (16 , 25 , 50 MM)	50 /SIZE						

16.	DISTRIBUTION BOARD 2 TO 4,6 TO 8	2 BOX /SIZE						
17.	KACCHA RUBBER	1 ROLE						
18.	S S COMBAIND BOX (16 AMP) PVC	25 PIC (PVC)						
19.	SCREW 6×19 32×8 25×8 32×6	1000 NOS /SIZE						
20.	MALE -FEMAL 2 PIN	50 PIC						
21.	2 PIN SOKET	50 PIC						
22.	SWITCH (6A)	5 BOX						
23.	SOCKET (6A)	5 BOX						
24.	WIRE CUTTER	1 PIC						
25.	TESTER TAPADIA	05 NOS						
26.	PVC GITTI (38 MM)	10 NOS						
27.	3 PIN ADAPTOR MULTI PLUG	20 NOS						
28.	FAN PIPE 3 FIT	20 NOS						
29.	TUNGSTON BULB 100 WATT	30 NOS						
30.	MCB (25 A , 32A 63A 4 POLE)	10 PIC (PER SIDE)						
31.	SWITCH 1 WAY 16A	20 PIC						
32.	SOCKET 1 WAY 16A	20 PIC						
33.	RUBBER SHIT INSULATED 6×4	4 NOS						
34.	3 PIN TOP 16 A	60 NOS						
35.	3 PIN TOP 6 A	20 NOS						
36.	8 MODULER BOX	5 NOS						
37.	S S COMBION 16A POWER PLUG	30 NOS						
38.	WIRING TAPE	5 BOX						
39.	DRILL MACHINE REVERSE FORWARD DIRECTON	01 PIC						
40.	LED BULB 18 W	50 PIC						
41.	BOARD WOODAN (7X4) POWERPLUG CUTTING	10 PIC						
42.	BOARD WOODAN (12X10) POWERPLUG CUTTING AND SOCKET	20 PIC						
43.	CHARGING BULB	20 PIC						
44.	12 MODLER BOX	10 PIC						
45.	06 MODULER BOX	10 PIC						
46.	2 MODULER BOX	30 PIC						
47.	MCCB 4 POLE 100 A /160A	3 NOS/SIZE						
48.	CABLE 4 MM 012 4 oR 3 CORE COPPER	300 fit / SIZE						

49.	BATTERY TERMINAL COPPER	10 NOS						
50.	BATTERY WIRE COPPER 16MM	5 PIC						
51.	9 VOLT BATTERY	10 PIC						
52.	LED DRIVER 45W 230V 75-85 VDE	10 NOS						
53.	LED DRIVER 30W 230V 28-61 VDE	10 NOS						
54.	4×4 WOODAN BOARD PLANE	20 NOS						
55.	7×4 WOODAN BOARD PLANE	20 NOS						
56.	4×4 MODULAR HOLDAR BOX	20 NOS						
57.	7×4 MODULAR HOLDAR BOX	20 NOS						
58.	4 ×4 WOODAN BOARD SOCKET CUTTING	20 NOS						
59.	PALYAR	1 NOS						
60.	SCREW DRIVER	1 NOS						
61.	20 MM PVC PIPE	20 NOS						
62.	25 MM PVC PIPE	20 NOS						
63.	20MM PVC BEND	20 NOS						
64.	25 MM PVC BEND	20 NOS						
65.	20 MM 1,2,3 ,4 WAY JUNCTION BOX	20 NOS						
66.	25 MM 1,2,3,4 WAY JUNCTION BOX	20 NOS						
67.	HEXA BLADE HEAVY DUTY	25 NOS						
68.	7×4,WOODAN BOARD 2×2 SWITCH SOCKET CUTTING	10 NOS						
69.	10 MM 4 CORE CABLE ALUMINIUM CABLE	300 FIT						
70.	4 MM 4 CORE ALUMINIUM CABLE	300 FIT						

Note: -

1. **Delivery Period:- 30 Days** from receipt of Supply/Work Order, Extendable on mutual basis.
2. Expiry Period:- Minimum 1 year, for material and manufacturing defects and Including during transport.
3. If there is a discrepancy between the unit price and total price THE UNIT PRICE shall prevail.

Date:

Name_____

Business Address_____

Signature with Seal of Bidder_____

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