

Re Quotation No :31/2017-18

Sealed competitive quotations are invited for the supply of the items shown below to Maharaja's College, Ernakulam.

"Purchase of paper /stationery "

The envelope containing quotation should bear the superscription "Quotation No. 31/2017-18" autonomy fund for the "Purchase of paper /stationery " in office of Controller of Examinations and should be addressed to the Principal, Maharaja's college, Ernakulam. Intending quotationers may submit the quotations on their own papers. Last date and time for the receipt of quotation is fixed at 2 pm on 24-01-2018. Late quotations will not be accepted. The quotations will be opened at 3 pm on the same day in the presence of the quotationers or their authorized representatives who may be present at that time. The rate quoted should be inclusive of all taxes and the items should be delivered at Maharaja' College, Ernakulam.

The undersigned reserves the right to accept or reject any of the quotations without assigning the reason thereof.

**List of item with item specification for the Purchase of paper /stationery required for
Controller of Examinations Office**

Sl No.	Name of Item	Item Specification	Units
1	A 4 Paper	(210 x 297 mm, 500 sheets, Nt.Wt – 2.49 kg, 80 GSM)	50
2	A3 Paper	A3 Sized plain white paper with 45 – 50 GSM in packet of 500 sheets	50
3	Cloth Cover	Clothed cover for packing / sealing question papers (size 15 x 11 inch)(size 15 x 11 inch)	1000
4	Cloth Cover	Clothed Cover for sending appointment letter to question paper setters	5000
5	Ball Pen (Blue)	Good Quality	2Pkt. (1*10)
6	Ball Pen (Black)	Good Quality	2Pkt. (1*10)
7	Board Pin	Good Quality	5Pkt
8	Eraser / Rubber	HB	Per Box
9	Brown Paper	Good Quality	10Pkt
10	Cello Tape -1"	Good Quality	10Pkt
11	Sharpener	Good Quality	5Pcs
12	Fevi Stick	Good Quality	10 nos
13	U Clip	Good Quality	10Pkt
14	Double punch	Good Quality	3 nos
15	Permanent Marker	Good Quality	2Pkt. (2*10)
16	OHP marker Black in color	Good Quality	1Pkt
17	Sketch Pen	Good Quality	2Pkt

18	Paper Cutter	Good Quality	5 nos
19	High Lighter	Good Quality	5 nos
20	Flag Multicolor	Good Quality	2 Box
21	Sticky pad	Good Quality	2Pkt
22	Tag	Good Quality	1000 pcs
23	Stapler Small size Kangaroo (Mini 10)	Good Quality	3 Pcs
24	Calculator 12 Digits	Good Quality	2 nos
25	Scale 12"	Good Quality	1 doz.
26	Visiting Card Holder	Good Quality	100pcs
27	Telephone Diary	Good Quality	2 pcs
28	Carbone Paper	Good Quality	2Pkt
29	Electronic Table Bell	Good Quality	1 nos
30	Whitener	Good Quality	5 nos

[Handwritten Signature]
12/01/13



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ERNAKULAM

To

Notice Board

The Individual Firms, Stock File