

NOTICE**Quotation No:D3/1561/17/RIT**

Sealed quotations are invited for the supply of the materials specified in the schedule attached below/overleaf. The rates quoted should be for delivery of the articles at the place mentioned below the schedule. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

The prices quoted should be inclusive of all taxes, duties, cesses, etc. which are or may become payable by the contractor under existing or future law or rules of the country of origin/supply or delivery during the course of execution of the contract.

Special conditions, if any, printed on the quotation sheets of the tenders or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser.

Superscription	: D3/1561/17/RIT, Purchase of stationery items required for the conduct of series test for the academic year 2017-2018
Quotation No	: D3/1561/17/RIT
Due date and time for receipt of quotations	: 22/08/2017 11 a.m
Date and Time for opening Quotation	: 22/08/2017 2 p.m
Date up to which the rates are to remain firm for acceptance	: 31/03/2018
Designation and address of Officer whom the quotation is to be addressed	: Principal Rajiv Gandhi Institute of Technology, Kottayam

Place:Kottayam

Date:01.08.2017

**Details of items****Quantity**

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1. List attached

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Place:Kottayam

Rajiv Gandhi Institute of Technology, Kottayam

Date:01.08.2017

List of items required

Sl.No	Item with specification	Quantity
1	A4 Paper 65 GSM	85 pkts (85x500 nos)
2	Stamp pad ink 60 ml	9 nos
3	Office file (with tag and laminated paper)	31 nos
4	Graph Paper A4	2pkts (2x100 nos)
5	Semilog Graph	1 pkt (1x100 nos)
6	No.2 Thread	40 Roll
7	Rubber band (large)	15 pkts
8	Ball pen	3 pkts (10 nos/pkt)
9	Sketch pen	7 pkts
10	Stapler	7 nos
11	Scissors (medium size)	8 nos
12	Pen Knife (large size)	8 nos
13	Pen Knife blades	1 pkt
14	Stamp pad	10 nos