

NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH
SECTOR-26, CHANDIGARH 160 019
(Website: www.nitttrchd.ac.in)

IMPORTANT NOTE: Please read the attached terms and conditions carefully before filling up tender form.

Cost of Tender Form consisting
of Parts A, B & C = Rs.200/-

TENDER FORM

PART-A
No.NITTTR/Stn-2016/

Director,
NITTTR,
Chandigarh.

Sir,

With reference to your advertisement/Letter No.NITTTR/Pur/.....dated.....
we hereby quote the rates as under:-

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
<u>STATIONERY ITEMS</u>					
1. (a)	Attendance Register NEELGAGAN' DELUX. Each register containing 64 pages size 19.5x32.5 cms.	130 Nos.			
(b)	OR -do- 'JINDAL' (Rates to be quoted separately).	130 Nos.			
2.	Bag of matti cloth, zip No.10 size 16" x 9" with pocket Height 11" (Printing as per sample)	500 Nos.			
3.	Ball Pen Ordinary	13,000			
(a)	Cello (Butterflow)	Nos.			
	OR	13,000			
(b)	Cello Finegrip Soft Tip (Rates to be quoted separately for each quality)	Nos.			
4.	Ball Pen Jotter	50			
	Renold Jotter	Nos.			
	Or	40			
	Cello Paper Soft	Nos.			
5.	Ball Pen 0.45 Reynolds (Blue)	100 Nos.			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
6.	(a) Ball Pen 0.45 Reynolds (Black) OR (b) -do- Cello Finegrip	55 Nos. 55 Nos.			
7.	(a) Ball Pen 0.45 Reynolds (Red) OR (b) - do- Cello Finegrip	100 Nos. 100 Nos.			
8.	Bodkin Make National/Lazor Quality	20 Nos.			
9.	Cello Tape ½” 9 Mtrs. length Make (a) Prime Eeazytear OR (b) Premier (Rates to be quoted separately)	200 Nos. 200 Nos.			
10.	Chalk White Dustless Make Kores	30 Boxes			
11.	Chalk Coloured Dustless Make Kores	20 Boxes			
12.	Paper Clip U/V type. Each packet containing 100 clips make Rolex Clips 26mm (Manufactured by Divya Enterprise Mumbai 72).	150 Pkts.			
13.	Paper Clip U/V type. Each packet containing 100 clips make Rolex Clips 35mm Big size (Manufactured by Divya Enterprise Mumbai-72).	30 Pkts.			
14.	Correction COMBO (Pen & Brush) 2 in 1 (10 ML) Flair	100 Nos.			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
15.	Compact Disk Recordable (CDR) Recording capacity of 700 MB/80 minutes. Recording speed 48X or more, CDR should support-Audio Video, CDI and other formats, every media should be supplied in plastic case. (Each Box containing 10 CDR in single plastic cover packing). Make (a) Sony OR (b) Moserbaer (Rates to be quoted separately)	400 Boxes 400 Boxes			
16.	Compact Disk Re-writeable (CD-RW) Recording capacity of 700 MB/80 minutes. Recording speed 10x or more, CD-RW should support Audio Video, CDI & other formats, capable to erase & rewrite upto or more hundred times, every media should be supplied in plastic case. (Each Box containing 20 CDR in single plastic cover packing). Make (a) Sony OR (b) Mosebaer	20 Boxes 20 Boxes			
17.	Day Book for cashier ½ size Make Neelgagan Delux of 250 pages each.	10 Nos.			
18.	Dak Pad (a) Neel Gagan OR (b) Sweety (Rates to be quoted separately)	50 Nos. 50 Nos.			
19.	Drawing Pin Net Weight 75 Grams size 13MM Make (a) Scholar OR (b) Grace (Rates to be quoted separately)	20 Pkts. 20 Pkts			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
20. (a)	Damper of KBI (As Per Sample)	25	Nos.		
	OR	25			
(b)	-do- AACEE's		Nos.		
21.	Duster wooden with Handle (As per sample)	30	Nos.		
22.	DVD-R Blank (DVD minus R), 4.7GB/120min. compatible 1x, 16x or more with individual jewel cover 10 disc box (Make : SONY/MOSBAER)	300	Boxes		
23. (a)	Envelope Taj Mahal size 9"x 4" Box Packing (Printed as per sample)	15,000	Nos.		
	OR				
(b)	-do- Sheesh Mahal (Rates to be quoted separately).	15,000	Nos.		
24. (a)	Envelope Taj Mahal size 9"x 4" Window Type, Box Packing (Printed as per sample)	35,000	Nos		
	OR				
(b)	Envelope Sheesh Mahal size 9"x 4" (Printed as per sample) (Rates to be quoted separately).	35,000	Nos.		
25.	(i) Envelope Laminated White Colour size 10"x12" (Printed as per Sample) Khaki Star envelop plastic wove	2,500	Nos.		
26.	Envelope Laminated size 16"x 12" White colour (Printed as per Sample) Khaki Star envelop plastic wove	1000	Nos.		
27. a)	Plastic Folder (Sole Twin Envelop) MC 212 (Printing as Per Sample)	2,000	Nos.		
b)	Plastic Folder (INFINITY) INF-DE94IF/INF-DE841F (Printing as per sample)	8,000	Nos.		
c)	Plastic Folder (MEGHA DELUXE) W-2009P(Printing as per sample)	8,000	Nos.		
28.	File Board Gutta Superior Quality (As Per Sample)	1000	Nos.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				<u>In figures</u>	<u>In words</u>
29.	Foot Rule 12", Plastic				
	(a) Kores	50			
	OR	Nos.			
	(b) Natraj 621	50			
		Nos.			
	(Rates to be quoted separately for each quality).				
30.	Index File (As Per Sample) Make Sweety/Ritesh/Status	10			
		Nos.			
	(Rate to be quoted separately)				
31.(a)	Gum Bottle Large size 700 ml Make Camel Brand	30			
		Nos.			
	OR	30			
(b)	-do- Kores	Nos.			
32.(a)	Gum Bottle small size 150 ML Make Camel Brand	100			
		Nos.			
	OR	100			
(b)	Kores	Nos.			
33 (a)	Glue Stick (Kores) 15 Grams	50			
		Nos.			
	OR	50			
(b)	-do- Fevistick (Rates to be quoted separately)	Nos.			
34.	Gum Tube of Make				
	(i) KORES (Stick Ezy) with built in applicator weight 20 ml.	25			
		Tubes			
	OR	25			
	(ii) Ezee fix Glue weight 30 ml.	Tubes			
	(Mfg. By Jugni Chemical Works Karnal)				

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
35.	Graph Sheet Pad size 210x275mm Each pad containing 25 sheets. Make				
(a)	Neelgagan OR	20 Pads			
(b)	Jindal	20 Pads			
	(Rates to be quoted separately)				
36.	Fluorescent High Lighter Transliter Paper Copy Fax (Per set of 5 Pcs) Yellow & Pink Colour Make KORES, Mumbai	10 Sets			
37.	Ink for Stamp Pad Make				
(a)	Camel 30 ml OR	10 Nos.			
(c)	KORES 30ml				
	(Rates to be quoted separately)				
38.	Jotter Refill Blue, Black, and Red Colour Make	30 Nos.			
(a)	Reynold Jetter OR				
(b)	Cello Paper Soft	30 Nos.			
	(Rates to be quoted separately)				
39.	Paper Cutter (Knife Sliding) Junior 100 Stainless Steel (As per sample)	50 Nos.			
40.	Key Purse of Leather of 6 Pins (As per sample)	10 Nos.			
41.	Laces length 9/32" superior Quality Green Colour (As per sample)	4,000 Nos.			
42.	Lamination Film Roll Polyester base Modi G.B.C Thickness 50 micron width 12" bore 1" length 152 mtrs.	40 Rolls			
43.	OHP Marvi Pen Set Make-Japan	25 Sets			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
44.	Pen Stand Ordinary of good quality Plastic Make Boss	10 Nos.			
45.	Punching Machine (Make KANGARO-280)	40 Nos.			
46.(a)	Pin Cushion/Container Magnetic (As per Sample)	15 Nos.			
	OR				
(b)	-do- Best/Omega 1337/1714	15 Nos.			
47.	Ball Pen Holder Jotter Make	20			
	(a) Deeco	Nos.			
	OR				
	(b) Linc	20			
	(Rates to be quoted separately)	Nos.			
48.	Pencil Ordinary Lead HB				
	(a) Natraj	700			
	Or	Nos.			
	(b) Kores	700			
	(Rates to be quoted separately)	Nos.			
49.	Pencil Short Hand 'KOHINOOR'	40			
	Or	Nos.			
	-do- APSARA	40			
	(Rates to be quoted separately)	Nos.			
50.	Paper pin Packets of weight 70/100 grams				
	(i) Grace	75			
	OR	Pkts			
	(ii) NERO	75			
	* Nero Manufactured by Self Enterprise, Ludhiana (India)	Pkts			
	(Rates to be quoted separately)				
51	Photocopy Paper JK Brand A-3 size 297x420mm GSM-75, weight 4.7 kgs (Each ream containing 500 sheets.	10 Reams			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
52.	Photocopy Paper JK Brand A-4 size 210x297mm weight 2.3 kgs and 75 GSM of Red colour packing. Each ream containing 500 sheets OR Photocopy Paper Copy Power A-4 size 210x297mm weight 2.3 kg, 75 GSM of Ballarpur Industries Limited of Chandrapur (Maharashtra). Each ream containing 500 sheets	3000	Reams		
53.(a)	Colour Copier paper de'Smat TM Brand A-4 size 210x297mm of Century Mill, in Mill Pack only. Each ream containing 500 sheets of different colours Yellow, Pink, Green and Blue. OR (b) -do- Make MATRIX (Rate to be quoted separately)	60	Reams		
54.	Paper Weight Superior Quality (Round shape)	40	Nos.		
55.	Pilot Pen Hi-Tec Point 0.5 Luxer colour Blue, Red & Black	75	Nos.		
56.	Pencil Tray Make KBI (As per sample)	6	Nos.		
57.	Permanent Marker Reynolds Ref.222 (Blue, Red & Black)	40	Nos.		
58.	Permanent Marker for CD Fabre Castle 1513F (Black, Blue Red)	40	Nos.		
59.	Rubber for Pencil (Eraser) Non Dust APSARA , small size	400	Nos.		
60.	Refill for Ball Pen Red (a) Cello (Butterflow) OR (b) Cello Finegrip Soft Tip (Rates to be quoted separately for each quality)	50	Nos.		
		50	Nos.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
61.	Refill Artline Ink for White Board Marker	30	Nos.		
62.	Refill for Ball Pen Black (a) Reynold Brite	50	Nos.		
	OR				
	(b) Cello Finegrip Soft Tip (Rates to be quoted separately)	50	Nos.		
63.	Refill for Ball Pen Blue (a) Reynold Brite				
	OR	200	Nos.		
	(b) Cello Finegrip Soft Tip (Rates to be quoted separately for each quality)	200	Nos.		
64.	Sharpener for Pencil Make (a) Nataraj	150	Nos.		
	OR				
	(b) Camlin (Rates to be quoted separately)	150	Nos.		
65.	Short Hand Note Book (NEELGAGAN) of 200 Pages of standard size	50	Nos.		
66.	Stapler Machine (i) Kangaroo 10D	60	Nos.		
	OR				
	(ii) Kangaroo HD-10 EN Platinum Streak (Rates to be quoted separately)	60	Nos.		
67.	Stapler Machine 24/6 (Big Size) Make Kangaroo HD-45	6	Nos.		
68.	Staple Pin Make				
	(i) Kores No.10 made in Japan	400	Pkts		
	OR				
	(ii) Kangaroo No.10-1M ISO 9002 Company (Rates to be quoted Separately)	400	Pkts		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
69.	Staple Pin No.24/6 Kores Staples (Big size)	20	Pkts.		
70.	Stamp Pad large size 160mmx97mm (Self Ink)				
	(a) Ashoka	20			
	OR		Nos.		
	(b) Golden	20			
	(Rates to be quoted separately)		Nos.		
71.	Stamp Pad Medium size Self Ink (70x110mm)				
	(a) Ashoka	10			
	OR		Nos.		
	(b) Golden	10			
	(Rates to be quoted separately)		Nos.		
72.	Sketch Pen set of 12 Ball Pens Luxer (As per sample)	20	Sets		
73.	Ordinary Unmounted Transparencies (To be written by Hand by OHP Pen and for use on Photocopier) 100 Mic. A-4 size 210x297mm make				
	(i) De'Smat only Box Pack) (Each box containing 100 sheets)	10 Boxes			
	OR				
	(ii) CITIZEN only Box Pack) (Each box containing 100 sheets)	10 Boxes			
	(Rates to be quoted separately)				
74.	Tags White Superior Quality length 9/6" (As per sample)	6,000	Nos.		
75.	Tape Brown (Khaki transparent of Width 1" , 1 1/2" & 2" (As per sample)				
	(a) PREMIER 45 mtrs.	40			
	OR		Rolls		
	(b) JK WONDER 45 mtrs.	40			
	(Rate to be quoted separately)		Rolls		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				<u>In figures</u>	<u>In words</u>
76.	White Board Marker Make				
	(a) Artline Malaysia	350	Nos.		
	OR				
	(b) Reynolds	350	Nos.		

Signature of Tenderer with Name & Address
with contact numbers of firm/company

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SECTOR-26, CHANDIGARH-160 019
(Website: www.nitttrchd.ac.in)**

TENDER FORM

**PART-B
No.NITTTR/P.S-2016**

Director,
NITTTR,
Chandigarh.

Sir,

With reference to your advertisement / letter No./Pur/dated
we hereby quote the rates as under:-

Sr. No.	Particulars of Items	Tentative Qty.	Unit	<u>Tendered rates</u>
				<u>In figures</u> <u>In words</u>
<u>II PRINTED STATIONERY ITEMS</u>				
1.	Answer Sheet Ruled of 16 pages size 22.5x28.5 cms (Printed on Ballarpur Paper 70 GSM) (As per sample)	2000	Nos.	
2.	Answer Sheet Ruled of 36 pages size 22.5x28.5 cms (Printed on Ballarpur Super Print Paper 70 GSM) (As per sample)	5000	Nos.	
3.	Cheque Sending Book of 200 sheets size 18.5cms x 26.5cms 1 st leaf of Pink colour & perforated. 2 nd leaf of white colour & fixed. Printing & Binding as per sample)	35	Nos.	
4.	Bill Book for Department Sr. No. 14601 to 15600. One Bill No. to be printed on 2 leaves of different colour (Pink & white). 1 st copy of bill is perforated size 26ms x 18cms. Each book containing 50 bills (printed as per sample)	20	Nos.	

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
5.	Cash Book large size 25 cms x 37 cms of 8.33 Qrs. of 800 pages. Printing on Ballarpur thick ledger paper 80 GSM as per sample. One page no. to be printed on two pages (i.e. 1-400 pages) Printing & Leather binding as per sample.	6	Nos.		
6.	Complaint Book, printed as per sample size 17.5cmx25.5cm of 200 sheets . 1 st sheet perforated and 2 nd fixed Sr. No. 1 to 100 to be printed as per sample on each Book.	70	Nos.		
7.	Complaint Register of Building Maintenance/Electrical Maintenance size 21cms x 33.5cms of 100 pages. One Sr. No. to be printed on two pages. Printing & Binding as per sample on super printing paper 70 GSM.	30	Nos.		
8.	Comparative Statement form size 33.5x42.5 cms. Printed as per sample on Ballarpur ledger paper 80 GSM.	500	Nos.		
9.	Dak Book size 25cms x17.5cms of 200 pages (Printing & Binding as per sample on Ballarpur super print paper 70GSM). Page no. to be printed on each pages.				
10.	Day Book of store of 250 pages for non-consumable items size 50cmx38cms. Printing and Leather Binding as per sample on Ballarpur ledger paper. One page No. to be printed on two pages.				
11.	Day Book of store of 200 pages for consumable items size 43cms x 33 cms. Printing and Leather Binding as per sample on Ballarpur ledger paper. One page No. to be printed on two pages.				
12..	Despatch Register of 500 pages size (21cmsx34cms). One page No. to be printed on two pages i.e. Sr. No. 1 to 250 (Printing & Binding as per sample on Ballarpur Ledger Paper 80 GSM).	10	Nos.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
13.	Diary Register of 500 pages (21.5 cmsx33.5cms) Printing & Binding as per sample on Balarpur ledger 80 GSM (As per sample)	10 Nos.			
14.	Section Diary Register of 400 pages. Size 21 cms x 33 cms on Ballarpur Super Printing Paper of 70 GSM. One page No. to be printed in two pages. Printing & Binding as per sample.	10 Nos.			
15.	Expenditure Register of 500 pages size (21 x 34cms) Printing & Binding as per sample on Ballarpur Ledger Paper 80 GSM. Index of 28 pages extra.	10 Nos.			
16.	Form No. SC 10 of two pages size 22 cms x 27 cms to be printed both in hindi and English as per sample on Ballarpur paper (Each bundle containing 100 forms).	100 Bundles			
17.	File Cover Ordinary cloth lining Printed as per sample.	4,000 Nos.			
18.	Casual Indent Book as per sample size 13.5x22.5 of 200 sheets Ist page Pink colour and perforated second fixed Sr. No.1 to 100 to be printed as per sample on each book.	50 Nos.			
19.	Conveyance expenditure register of 200 pages size 21cmx34cm duly 80GSM. Index of 28 pages extra.	6 Nos.			
20.	Ledger stock Register of 1000 pages size 24.5cms x 36.5cms. Index pages 28 sheets extra. Printing & Binding as per sample on Ballarpur ledger paper 80 GSM.	6 Nos.			
21	Log Book size 28.5x22.5 cms of 200 pages. Printed & Binding as per sample in Ballarpur Super Print Paper 70 GSM.	6 Nos.			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
22	Institute Letter Head pad A-4 size 210x297mm on Executive Bond 80GSM Paper. Each pad containing 100 sheets (Printed as per sample)	150	Pads		
23	Memo Pad on Super Printing Paper of Ballarpur Paper Mill of A-4 size 210x297mm Super Printing Paper 70 GSM. Each pad containing 100 sheets (Printed as per sample)	200	Pads		
24	Note Pad Ruled size 180x270mm of 60 pages duly printed on Ballarpur Super Printing Paper of 70 GSM for STC/Workshop. (Printed as per sample. Binding should be as per Note Book. Cover 170 GSM Art Paper.	2000	Pads		
25.	Note Pad Ruled size 180x270mm of 40 pages duly printed on Ballarpur Super Print Paper of 70 GSM for STC/Workshop. (Printing as per sample. Binding should be as per Note Book. Cover 170 GSM Art Paper.	10000	Pads		
26.	Medical Reimbursement Register of 250 pages size 33.5cms x20.5cms. Printing & Binding as per sample on Ballarpur ledger paper 70GSM. One page no. to be printed on two pages. Index pages 14 sheets extra.	20 Nos.			
27.	Medical Reimbursement Form Pad size 33.5 cms x21.5 cms. (Printed as per sample on Ballarpur Super Print Paper 70 GSM (each Pad containing 100 sheets)	50	Pads		
28.	Noting pad size 20.5 cms x33 cms. On Ballarpur ledger paper of AAA 80 GSM (Printed as per sample.)	60	Pads		
29.	Dak Book size 25cm x 17.5cm of 200 pages. Printing & Binding as per sample on Ballarpur super print paper 70 GSM. Page no. to be printed on each page.	200	Nos.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
30.	Pension Payment order book of 32 pages size 16.5x21 cms. Printing & Binding on Ballarpur paper as per sample. First page in Hindi & second page in English. (One page No. to be printed on two pages of Hindi & English.) (Printed as per sample.)	100	Nos.		
31.	Pension Register of 500 pages size (21cmsx34cms) Printing & Binding on super Ballarpur Paper of 70 GSM. Index 28 pages extra. (Printed as per sample.)	6 Nos.			
32.	Register Ruled One Qr. 96 pages (Printed as per sample) on Ballarpur Super Print Paper 70 GSM.	50	Nos.		
33.	Register Ruled 2 Qrs. 192 pages (Printed as per sample) on Ballarpur Super Print Paper 70 GSM.	100	Nos.		
34.	Register Ruled 3 Qrs. 288 pages (Printed as per sample) on Ballarpur Super Print Paper 70 GSM.	150	Nos.		
35.	Slip Pad Ruled of 200 pages on Ballarpur Super Print Paper 70 GSM, size 11cms.x18.5cms. (Printed as Per sample)	200	Pads		
36.	Stock Register of 2 Qrs. (192 Pages) size 24.5x36.5 cms) Printing & Binding as per sample on Ballarpur Ledger Paper 80 GSM. Index pages 28 sheets extra	25	Nos.		
37.	Stock Register of 4 Qrs. (384 pages) size 24.5x36.5 cms) Printing & Binding as per sample on Ballarpur Ledger Paper 80 GSM. Index pages 28 sheets extra.	6	Nos.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
38.	Stock Register of 10 Qrs. (960 pages) size 24.5x36.5 cms) Printing & Binding as per sample on Ballarpur Ledger Paper 80 GSM. Index pages 28 sheets extra.				
39.	Store requisition Book white for consumable and non-consumable item size 13.5x21.5 cms, Printing on Ballarpur super Printing Paper of 70GSM. (Printing & Binding as per sample). Each book containing 100 requisition in duplicate. 1st copy perforated and second fixed. Sr. No. 21401 to 23400.	20	Nos.		
40.	T.A. Bill Form of STC/Workshop participants 4 pages size 21.5 cms x 29.7 cms. Printing in Bilingual (Hindi & English) and Binding as per sample on Ballarpur super printing paper 70 GSM. One pad containing 100 sheets.	100	Pads		
41	TA Bill Form of staff members size 29.7 cms x 21 cms. One pad containing 100 sheets. Printing in Bilingual (Hindi & English) and Binding as per sample on Ballarpur ledger paper 80 GSM.	50	Pads		
42.	Visitor Register of 400 pages size 21 cms x 33 cms Printed as per sample on Ballarpur ledger paper 80 GSM . One page No. to be printed on two pages.	10	Nos.		

Signature of Tenderer with Name & Address
with contact numbers of firm/company

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH
SECTOR-26, CHANDIGARH-160 019
(Website: www.nitttrchd.ac.in)

TENDER FORM

PART-C
No.NITTTR/Cons.-2016

Director,
NITTTR,
Chandigarh,

Sir,

With reference to your letter No. NITTTR/Purchase/.....dated....., we hereby quote the rates as under:-

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
<u>OFFICE CONSUMABLE ITEMS</u>					
1.	Brush for Toilet (As per sample)	70	Nos.		
2.	Bamboo sticks as per sample for making Jharu	100	Kgs.		
3.	Brush for Jala (As per Sample)	50	Nos.		
4.	Battery Cell Large size Make	25	Nos.		
	(a) Eveready				
	OR	25			
	(b) Nippo super shakti		Nos.		
	(Rates to be quoted separately.)				
5.	Candle Medium size (weight 100 grams of each candle).	20	Nos.		
6.	Duster Full size 33"x33" Floor Cleaning (As per sample)	600	Nos.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
7.	Duster Medium size 21"x25" Floor Cleaning (As per sample).	150	Nos.		
8.	Duster Soft Yellow Colour for (Computer & Other equipment cleaning purposes), size 55 cms x36.5 cms.	70	Nos.		
9.	Fevicol in 1 kg packing Manufactured by M/s Pidilite Ind. Ltd., Mumbai	6	Kgs.		
10.	Fevicol MR White Adhesive (Tube) 30ml Pidilite Ind. Ltd.,	20	Tubes		
11.	Glass Tumbler Make (a) Yera (55 Nos.) OR (b) HNG (Rates to be quoted separately.)	300 Nos. 300 Nos.			
12.	Hit Spray of 200ml/320ml/400ml	6	Nos.		
13.	Jug Plastic Make Flora (As per Sample)	20	Nos.		
14.	Naphthalene Balls Grade I ISI mark Mfgd. By M/s Bengal Chemical and Pharmaceuticals Ltd., (A Govt. of India Enterprises), Kolkata 700 013 (In 1 kg. Packing)	50	Kgs.		
15.	(a) Paper flags 3 color prompts, Size 1"x3" (50x3 col.=150 sheets). Make Oddy. Or (b) Paper flags, Size 2"x3". Make Oddy	100 Pkts 100 Pkts			
16.	Pencil Cell Make (a) Panasonic Gold plus OR (b) Nippo (Rates to be quoted separately.)	450 Nos. 450 Nos.			

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				In figures	In words
17.	Plastic Roll (Sutli) Make Chandni Extra Strong (One packet of weight 500 grams. (As per sample)	10	Rolls		
18.	Pencil Cell for Remote Make AAA Dura Cell/ Geep	200	Nos.		
19.	Phenyl Liquid ISI Mark 450ML Make Gainda Brand	500	Bottles		
20.	Room Freshener – Premium (Eau De Cologne) 150gm.	30	Nos.		
21.	Soap Case (As per Sample).	12	Nos.		
22.	Sealing wax weight of 500 gms. ISI mark Grade I in (Red Colour). One Packet containing 10 sticks.	6	Boxes		
23.	Scissors small make Prince/Gem size 21.5 cms.	20	Nos.		
24.	Soap Lifebuoy 115 grams	1000	Cakes		
25.	Soap (a) Lux of 100 grams OR (b) Rexona of 100 grams (Rates to be quoted separately.)	100 100	Cakes Cakes		
26.	Soap small size (a) Lux weight 15 grms OR (b) Mysore (Jasmine) (Rates to be quoted separately.)	1500 1500	Nos. Nos.		
27.	Sani Fresh, Lavatory Disinfectant of 500 ml. OR Harpic Power Toilet Cleaner 500 ml.	600 800	Nos. Nos.		
28.	Tat Bori (Hessian Cloth) (As per sample)	400	Mtrs.		

Sr. No.	Particulars of Items	Tentative Qty.	Unit	Tendered rates	
				<u>In figures</u>	<u>In words</u>
29.	(a) Vim Cleaning Powder 1 kg Packing from Hindustan Leaver Ltd. Mumbai OR (b) Farishta of 1 kg packing (Rates to be quoted separately.)	1000 1000	pkts. pkts.		
30.	Paper Tray Plastic (As per sample)	30	Nos.		
31.	Waste Paper Basket Plastic (As per sample.)	20	Nos.		

Signature of Tenderer with Name & Address
with contact numbers of firm/company

TERMS AND CONDITIONS

1. Each tenderer shall be required to deposit Rs. 20000/- of the tendered amount as earnest money in the shape of crossed Demand Draft in favour of Director, NITTTR, Chandigarh with the tender form. The earnest money of the unsuccessful tenders will be refunded within 30 days or on final approval of tenders, whichever is earlier. Tenders without earnest money will be invalid and be rejected summarily.
2. Items of Stationery / Printed Stationery and Office Consumables are based on tentative requirements up to 15th October, 2017. The purchase orders will be issued from time to time as and when a particular item is required. Besides, quantity of the items as mentioned in the Tender form may increase or decrease as per actual requirement or may be deleted altogether. These are tentative only.
3. Rates quoted by the supplier will be valid till 15th October, 2017
4. All rates shall be F.O.R., NITTTR, Office premises.
5. **Whether the rates quoted are inclusive of VAT, Excise, etc. or not, it should be clearly mentioned. Otherwise the rates quoted, will be considered as inclusive of all taxes.**
6. Payment of Bills will be made on receipt of material in good condition, after satisfactory inspection. No advance payment will be made for purchase of any item. Payments will most likely be made within 30 days of the receipt of material.
7. Director, NITTTR, Chandigarh reserves the right to accept or reject any tender or a part thereof, without assigning any reason.
8. All disputes will be subject to Chandigarh jurisdiction only.
9. In case the supplier fails to supply the ordered material as per his tender within the agreed period, the same will be purchased from other agency at his risk & cost and extra expenditure, if any, will be recovered from earnest money without further notice.
10. The tenderer is required to attach duly signed the sample paper issued by this institute otherwise the institute has the right to reject the tender without any reason.
11. The above said 'Terms & Conditions' are accepted unconditionally.

Note:- The material / items supplied should be latest in manufacturing / made in the year June / July

Signature of Tenderer with Name & Address
with contact numbers of firm/company