



SCO-3,4,5 HUDA SECTOR 1, DIVISIONAL OFFICE, ROHTAK - 124001
 Telephone Nos. (01262)228329, 228336 Fax No. (01262) 228300
 Email os.rohtak@licindia.com

**NOTICE OF OPEN TENDER FOR RATE CONTRACT FOR SUPPLY
OF TABLE STATIONERY**

Sr.No	Activity	Details
1	Tender Date	OS/DO-102/Table. Sty. Dated : 05.10.2018
2	EMD	5000 /- (Five Thousand only) (refundable) by way of Demand Draft drawn on any Scheduled Bank payable at Rohtak
3	Tender Fee	Fee 118/- (One Hundred Eighteen only) (Fee 100+ GST 18)(non-refundable) Payable by way of Demand Draft payable at ROHTAK in favour of LIC OF INDIA or by cash at Counter of Divisional Office, Rohtak
4	Address for submission Of bid(To be put in Tender Box)	Manager (E&OS) Life Insurance Corporation of India, Divisional Office , SCO-3,4,5 Sector-1 ROHTAK-124001(HR)
5	Submission of Bids Date And Time	Bidders from Rohtak or nearby places fulfilling the eligibility conditions of Table Stationary as per Technical Specifications mentioned in the separate sealed covers superscribed as " Technical Bid" & "Financial Bid" put together in a large sealed cover superscribed as "Tender for supply of Table Stationery "Tender Ref: OS/DO-102/Table Sty., Name of Tenderer" by 26 th Oct. 2018 up to 03.00 PM
6	Technical Bid opening Date / Venue	The sealed covers having Technical Bids will be opened by the Tender opening committee on 29 th Oct. 2018 at 11:00 AM in the presence of bidders or one of the their representatives who wishes to attend. Venue address as mentioned above at S.NO.4.
7	Financial Bid	The financial Bid will be opened on a later date which will be intimated separately to technically qualified bidders only.
8	Contact Details	MANAGER(OS) Telephone No. 01262-228333,228329,228336 E mail id – os.rohtak@licindia.com
9	Official Website (URL)	http:// www.licindia.in /tender notice

This Tender Document consists of 18 (EIGHTEEN) pages.

The Tender Document can be downloaded from our website [http:// www.licindia.in \(tender notice\)](http://www.licindia.in/tender%20notice) In case there is any change in the schedule, the same will be displayed on our web site and no separate intimation will be given.

.Sr. Divisional Manager



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INSTRUCTIONS TO BIDDERS

The approximate value of this tender is Rs 5 Lakhs

The sealed tender is invited for rate contract under two bid system for the purchase of “Table Stationery” as per enclosed Annexures – A, B, C, D, E, F & G the Bidders are advised to follow the following instructions:

As two bid system is to be followed, three envelopes duly sealed should be used for submission of tender as detailed below:-

- (i) Envelope No. 1: Technical Bid (Annexure – A, B, C, D, E & F) duly completed and signed should be put in this envelope. The envelope should be sealed properly with sealing wax and superscribed as “Tender for Table Stationery” - ‘Technical Bid’. Firm’s name and address should be written on the envelope. The DD / Bankers Cheque for tender fee and EMD should be enclosed separately with the technical bid only. Annexure – A should be supported with the specimen copies of the paper which the firm intends to supply as per our specifications.
- (ii) Envelope No. 2: Financial Bid (Annexure –G) duly completed and signed should be put in this envelope. The envelope should be sealed properly with sealing wax and superscribed as “Tender for Table Stationery” - ‘Financial Bid’. Firm’s name and address should be written on the envelope. Annexure-G should be duly filled with net rates on F.O.R. basis inclusive of all taxes and charges excluding GST, Rate of GST must be given separately for each item and rates inclusive of all taxes/duties including GST.
- (iii) Envelope No. 3: Both the Envelope No. 1 and 2, are to be put into this envelope. The envelope should be sealed properly with sealing wax and superscribed as “Tender for Table Stationery”. The name of firm should be mentioned on the envelope.

Each page of all the Annexure – A, B, C, D, E, F & G should be duly signed and sealed. The sealed tender envelope should reach us on or before the stipulated date and time Addressed to

“The Chairman (Stores Committee),
LIC of India, Divisional Office,
SCO-3, 4, 5, Sector-1
ROHTAK-124001

The tender received after the stipulated time and date will not be entertained.

Sr. Divisional Manager



APPLICATION FORM-TECHNICAL BID
TABLE STATIONERY

Annexure- A

S.No.	Information Sought	Information Provided
1	Name of the Firm(In Block Letters)	
2	Date of Establishment /Incorporation	
3	Registration No. for registration under Companies Act,1956(Please enclose photocopy of certificate)	
4	Correspondence address and telephone no. with email ID	
5	Address of Head Office (If separate) and telephone No.	
6	Status Proprietary/Partnership/ Private Limited Company/ Public Limited Company	
7	Name of the Partners/Directors	
8	Name of Chief Executive with his present address and Telephone Nos.	
9	Name of Representative(s) with Designation who would be calling on us and attending to our jobs and his Contact Number.	
10	Name of Bankers with address & telephone nos. IFSC Code & A/c No	
11	PAN No. of the Firm(Please enclose photocopy)	
12	Labour License nos. and validity under various section of Labour laws(Central Govt.)Please enclose photocopy of certificate)	

13	Service Tax Registration No.(Please enclose photocopy of certificate)	
14	E.P.F. Registration No.(Please enclose photocopy of certificate)	
15	E.S.I. Registration No.(Please enclose photocopy of certificate)	
16	Date of obtaining ISO 9001:2008 certificate and its validity upto ----- (Please enclose photocopy of certificate)	
17	Details if registered with any other Government Authority	
18	State the latest Income Tax assessed year and amount of tax assessed (Copies of last 03 years, IT Return, Balance Sheets & Revenue A/c to be enclosed)	
19	Turnover for the last three financial years	2017-18 _____ 2016-17 _____ 2015-16 _____
20	Details of stationery supplied to any office of LIC of India and /or prestigious P.S.U.(Central),(Please enclose photocopy of certificate)	
21	Mention any other specialties of your Establishment	
22	Whether holding certificate under shops and establishment act(if yes renewed copy should be enclosed)	
23	Is the firm is registered under the factories act, Details of License No. (if yes renewed copy should be enclosed)	
24	Have you ever been blacklisted by LIC of India or PSU/BFSI organization/Govt./Semi Govt./Quasi Govt. Departments in India as on date of submission of bid	
25 a)	Is your firm registered as MSME Attach certificate	
b)	Is your firm registered as NSIC Attach certificate	
26	Whether proprietor/owners of the firm belongs to SC/ST Please specify & submit proof.	

(Note: Please type this form or fill it legible in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate question number duly authenticating the same with seal and signature and attach it to the form)

I/We_____request, Life Insurance Corporation of India, DO, SCO 3, 4, 5, Sector 1, Rohtak (HR) to consider our bid. We agree to abide by all the ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS AND DUTIES of Supplier and assure to render the services to the fullest satisfaction of the Corporation.

Place _____

Date _____..

Sign _____

With seal of firm/company

Note: The Corporation reserves the rights to accept or cancel tender/bids of any of the Agencies at their absolute discretion without assigning any reason thereof. Applications received with incomplete information or alteration not authenticated with proper seal and signature will not be considered.

Details of Existing Clients

Annexure-B

(Separate page must be submitted for each Client)

Name of Company	
Address of the Company	
Name of the contact person	
Designation	
Landline No	
Mobile No.	
E-mail ID	

Details of services provided in last 2 years to the above mentioned company (Ref. no., date of work order etc. with photocopies of same)

(Please attach attested copies of Purchase Orders executed or certificate from customer

Authorized Signatory Signature

NAME:

DESIGNATION:

Name and Address and SEAL OF THE FIRM / COMPANY:

Place _____

Date _____

Annexure-C

UNDERTAKING

We hereby confirm that we have not been blacklisted by LIC or PSU/ BFSI Organization/ Government / Semi Government / Quasi Govt. Departments in India as on date of submission of bid in response to the above.

We also agree with your terms and conditions quoted in tender.

Dated at _____ this _____ day of _____ 2018

Authorized Signatory Signature

NAME:

DESIGNATION:

Name and Address and SEAL OF THE FIRM / COMPANY:

Place _____

Date _____

Annexure-D

ELIGIBILITY CRITERIA FOR BIDDERS

1. The firm /supplier should be in the profession for at least 3 years (copy of proof must be enclosed)
2. The firm /supplier should be on the approved panel of at least 3 reputed firms.
3. The firm/supplier should have registration with state and local authorities for undertaking the profession (copies of proof to be enclosed)
4. Minimum annual turnover of the company should be Rs. 5 lakh and above during any of the last three years and experience of having executed an order of one PSU/Govt. client worth Rs. 10000/- and above for any one of the last three years.
5. The company should have a valid PAN Card No. issued by Income Tax Department.
6. Certificate of satisfactory completion of work/supply issued by concerned Department/authority/reputed firm must be attached as proof.
7. The firm/suppliers who have been black listed/removed earlier by any office of LIC of India should not apply.
8. **The firm should be GST compliant, Wherever necessary.**

Declaration:

I/we have read the instructions appended to the form and I/we understand that if any false information is revealed at a later date, any contract made between ourselves and the Corporation, on the basis of the information given by me/us shall be treated as invalid at the sole discretion of the Corporation and I/we will be solely responsible for the consequences and shall make good all losses caused to LIC of India in the process. I/we agree that the decision of the Corporation in selection of tender will be final and binding on me/us. All the information furnished by me hereunder is correct to the best of my/our knowledge and belief.

I/we have no objection if inspection of my/our premises/workshop, shop etc. is done by the official of the Corporation including inspection of the quality of any or all items of the tender

Place _____

Date _____ ...

Sign_____
With seal of firm/company



SCO-3,4,5 , SECTOR-I, DIVISIONAL OFFICE, ROHTAK-124001
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Email os.rohtak@licindia.com

Annexure-E

TERMS AND CONDITIONS OF THE TENDER

1. THE RATE CONTRACT WILL REMAIN VALID UP TO NEXT TENDER OR ONE YEAR WHICHEVER IS EARLIER.
2. PURCHASE ORDER WILL BE GIVEN FROM TIME TO TIME AS PER OUR REQUIREMENTS DURING THIS PERIOD.
3. THE SUPPLY OF THE ITEMS WILL BE ACCEPTED AT THE ADDRESS GIVEN IN THE TENDER LETTER AND NO EXTRA CARRIAGE AND FREIGHT WILL BE GIVEN.
4. WE WILL NOT BE BOUND TO ACCEPT THE LOWEST QUOTATION. QUALITY OF THE ITEM CONCERNED WILL ALSO BE TAKEN INTO ACCOUNT.
5. WE RESERVE THE RIGHT TO CANCEL ANYONE OR PART OF A TENDER AND ALSO CAN REDUCE/INCREASE THE TENDER QUANTITY WITHOUT ASSIGNING ANY REASON.
6. THE SUPPLY SHOULD BE MADE WITHIN 7 DAYS OF OUR FINAL ORDER OR AS PER OUR ORDER/REQUIREMENT WHICH WILL BE GIVEN THROUGH E-MAIL/ HAND DELIVERY /TELEPHONICALLY, THEREAFTER, PENALTY WILL BE LEVIED AS BELOW:

ITEMS SUPPLIED WITHIN PERIOD	PENALTY
WITHIN 7 DAYS	NO PENALTY
8-10 DAYS	1%
11-13 DAYS	3%
14-16 DAYS	5%
AFTER 16 DAYS	7% OR ORDER MAY BE CANCELLED ALSO

7. IF THE SUPPLY IS NOT MADE WITHIN ABOVE/STIPULATED PERIOD , PURCHASE ORDER MAY BE CANCELLED AND ORDER MAY BE GIVEN TO THE NEXT LOWEST BIDDER AND THE DIFFERENCE WILL BE RECOVERED FROM THE SUPPLIER TO WHOM ORIGINAL ORDER HAD BEEN GIVEN.
8. THE SUPPLY WILL BE ACCEPTED DURING WORKING HOURS ONLY.
9. IF THERE IS A HOLIDAY/HOLIDAYS ON THE LAST DAY OF THE TIME LIMIT , THE NEXT WORKING DAY WILL BE DEEMED AS THE TIME LIMIT.
10. QUOTATIONS FOR THE ITEMS WITH THE SPECIFICATIONS OTHER THAN AS SPECIFIED IN OUR TENDER WILL NOT BE ACCEPTED.
11. THE TENDERER MUST SUBMIT TENDER FEE OF ₹ 118/- (INCLUDING GST Rs.18) AND EARNEST MONEY DEPOSIT (EMD) OF ₹5000/- (REFUNDABLE WITHOUT INTEREST) BY DEMAND DRAFT /PAY ORDER IN FAVOUR OF 'LIC OF INDIA' PAYABLE AT ROHTAK.
TENDER FEE AND EMD CAN ALSO BE DEPOSITED AT OUR CASH COUNTER OF DIVISIONAL OFFICE, ROHTAK BEFORE THE STIPULATED DATE AND TIME. THE VENDOR WHOSE EMD IS LYING WITH US NEED NOT TO PAY AGAIN BUT MENTION THE SAME IN THE TENDER APPLICATION. TENDERS WITHOUT TENDER FEE AND EMD WILL BE CONSIDERED AS INVALID.
12. THE RATES TO BE QUOTED IN ANNEXURE-G SHALL BE ON F.O.R BASIS i.e. INCLUSIVE OF ALL TYPE OF TAX AND DUTIES ,TRANSPORTATION EXPENSES, PACKAGING CHARGES etc. BUT EXCLUDING GST
13. THE TENDER RECEIVED AFTER THE STIPULATED DATE AND TIME WILL NOT BE ENTERTAINED
14. THIS RATE CONTRACT MAY BE EXTENDED FOR ONE YEAR WITH THE MUTUAL CONSENT OF THE PARTIES CONCERNED

15. TAX (TDS) WILL BE DEDUCTED AT SOURCE AS APPLICABLE. PAYMENT WILL BE MADE THROUGH NEFT.
16. The firm/suppliers who have been blacklisted /removed earlier by any office of LIC of India should not apply.
17. Only bidders from ROHTAK and nearby places who can supply stationery at short notice should apply.
18. The responsibility to arrange the E-way bill for supply of the required items , will be of the vendor .
19. No extra Terms and Conditions of the vendor will be accepted. If any vendor gives his own Terms and Conditions his tender will be rejected without informing him.
20. If any significant change takes place in industry, government regulations, taxation rules etc, the terms of contract can be re-negotiated with mutual consent of both the parties
21. The competent authority reserves the right to relax any of above conditions.

THE ABOVE TERMS AND CONDITIONS ARE ACCEPTABLE TO US

SIGNATURE OF THE VENDOR WITH SEAL

Annexure- F

Details regarding GST Registration

Constituents/Customer/Vendor Details	
Name	
Address(As per registration with GST)	
City	
Postal Code	
Region/State(Complete State Name)	
PAN Number	
GST ARN Number	
GSTIN Provisional ID No.:	
Type of Business(As per registration with GST)	
Contact Person	
Phone Number:	
Mobile Number:	
Email ID:	
Service Accounting Code/HSN Code	

Signature of vendor with official seal

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID

Annexure-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
1	AWL PIN	BOX-100gms	BELL	BOX			
2	T PIN	50gms	GEM	BOX			
3	U CLIP PIN (SMALL)	25gms	GEM	BOX			
4	U CLIP PIN (BIG)	50gms	GEM	BOX			
5	BUTTON FOLDER (SMALL)	MY CLEAR BAG	SAYA	1			
6	BUTTON FOLDER (BIG)	MY CLEAR BAG	SAYA	1			
7	CALCULATOR	CT-555	CITIZEN	1			
8	CALCULATOR	MJ-120	CASIO	1			
9	CALCULATOR	512	ORPAT/OREVA	1			
10	CELLO TAPE	TRANSPARENT 1/2".3/4",1"	PREMIER	BOX			
11	CELLO TAPE	TRANSPARENT 2" 60mt	PREMIER	1			
12	PACKING TAPE	BROWN 2",60mt	PREMIER	1			
13	CLIP FILE	A-4 SIZE	MEGHA	1			
14	CLIP FILE	A-4 SIZE	WORLD ONE	1			
15	CLIP FILE	A-4 SIZE	MEGHA	1			
16	CLIPS PLASTIC		GOOD QUALITY	1			
17	BINDER CLIP		SAYA	1			
18	COMPUTER LABEL	100X35 MM	DES-MAT	1000			
19	CONFERENCE PAD	20 LEAVES	ANSH/LOTUS	1			
20	CONFERENCE PAD	20 LEAVES WITH LIC LOGO	ANSH/LOTUS	1			

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID

Annexure-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
21	CUTTER	MEDIUM	NATRAJ	1			
22	DAK PAD		JINDAL	1			
23	DAK PAD		SHOBHA	1			
24	DAMPER		ROYAL/TANGO/BOSS	1			
25	DRAWING PIN		FANTA	PKT/ BOX			
26	DUSTBIN		WONDER	1			
27	DUSTER	55X55CM,SIDES STICHED	KHADI	1			
28	ENVELOPES	WHITE 11X4	JEWEL	1			
29	ENVELOPES- YELLOW	10X12, LAMINATED	JINDAL	1			
30	ENVELOPES- YELLOW	12X16, LAMINATED	JINDAL	1			
31	ENVELOPES	WHITE 4X6	JINDAL	1			
32	ERASER NON DUST		APSARA	1			
33	ERAZ-EX WHITE	CORRECTION FLUID	KORES	1			
34	FAX ROLL FX-30	30X210mm	DAS-MAT/NEEL GAGAN	1			
35	FEVI GUM	20ml	PIDILITE	1			
36	FEVI STICK	8gm	PIDILITE	1			
37	INDEX FILE		JINDAL	1			
38	FLAT FILE COBRA		JINDAL	1			

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID Annexure-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
39	FLAT FILE COBRA	PRE-PRINTED-LIC LOGO	JINDAL	1			
40	TAG FILE	WHITE	SWEETY/JAIN	1			
41	TAG FILE	BROWN	SWEETY/JAIN	1			
42	POCKET FILE	20 POCKETS	WORLD ONE	1			
43	POCKET FILE	30 POCKETS	WORLD ONE	1			
44	POCKET FILE	40 POCKETS	WORLD ONE	1			
45	POCKET FILE	60 POCKETS	WORLD ONE	1			
46	L- FOLDER PLASTIC	TRANSPARENT	ANKITA	1			
47	L -FOLDER PLASTIC	TRANSPARENT WITH LIC LOGO	ANKITA	1			
48	HIGHLIGHTER TEXT LINER		FABER CASTELL	1			
49	MARKER BOLD		LUXOR	1			
50	MARKER BORI		GOLDEN	1			
51	CD MARKER (OHP PEN)		STIC	1			
52	CD MARKER (OHP PEN)		LUXOR	1			
53	MARKER PERMANENT		LUXOR	1			
54	MARKER WHITE BOARD		CAMLIN	1			
55	PACKING PAPER BROWN	29X44 PER SHEET	BILT	1			

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID

ANNEXURE-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
56	PAPER FASTENER		BELL	PACKET			
57	PAPER PHOTOCOPIER	A-4 , 75GSM	SPECTRA/SPRINT/XE ROX	1			
58	PAPER PHOTOCOPIER	A-6-, LEGAL, 75GSM	SPECTRA/SPRINT/XE ROX	1			
59	RULED PAPER		GOOD QUALITY	20 SHEETS			
60	PAPER WEIGHT		BOSS	1			
61	PEN	PILOT	LUXER	1			
62	PEN	CELLO POWER	CELLO	1			
63	PEN	BALL - BLACK/BLUE/RED	CELLO FINE GRIP	1			
64	PEN	JETTER	RORITO	1			
65	PEN	GEL-MRP Rs10/-	RORITO	1			
66	PEN	LINK SUPER TIP	LINC	1			
67	PEN	BUTTER FLOW	CELLO	1			
68	PEN	RACER GEL	RORITO	1			
69	PEN	UNIBALL GEL	UNIBALL	1			
70	PEN	CELLO PAPER SOFT	CELLO	1			
71	PEN	SKETCH PEN	STIC	1			
72	PEN	CORRECTION PEN	CAMLIN	1			
73	PEN	ENERGEL PEN	PENTEL	1			
74	PEN	CONCORDE FLAIR	FLAIR	1			
75	PEN DRIVE	8 GB	SAN DISK	1			

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID

Annexure-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
76	PEN DRIVE	16GB	SAN DISK	1			
77	PEN DRIVE	32GB	SAN DISK	1			
78	PEN DRIVE	8 GB	H.P	1			
79	PEN DRIVE	16GB	H.P	1			
80	PEN DRIVE	32GB	H.P	1			
81	PENCIL		NATRAJ	10			
82	PENCIL		CAMLIN	10			
83	PENCIL CARBON	210mmx330mm	KORES	100 PCS			
84	PENCIL CARBON	210mmx330mm	CAMLIN	100 PCS			
85	PIN CUSHIN	PREMIER	PREMIER	1			
86	POCKER (SUA)	WOOD HANDEL	NATIONAL	1			
87	PUNCHING MACHINE	BIG DP 600	KANGARO	1			
88	PUNCHING MACHINE	MEDIUM DP-480	KANGARO	1			
89	PUNCHING MACHINE	SMALL DP-52	KANGARO	1			
90	REGISTER	96 PAGES	DELTA OR EQUIVALENT QUALITY	1			
91	REGISTER	144 PAGES	DELTA OR EQUIVALENT QUALITY	1			
92	REGISTER	240 PAGES	DELTA OR EQUIVALENT QUALITY	1			
93	REGISTER	384 PAGES	DELTA OR EQUIVALENT QUALITY	1			
94	REGISTER	480 PAGES	DELTA OR EQUIVALENT QUALITY	1			
95	RUBBER BAND 3" NYLON	PACKING 500gms	DABUR OR EQUIVALENT QUALITY	1			

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID

Annexure-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
96	RUBBER BAND 1" NYLON	PACKING 500gms	GOOD QUALITY	1			
97	SCALE	PLASTIC-30cm	GOOD QUALITY	1			
98	SCALE	METAL -30cm	GOOD QUALITY	1			
99	SHARPNER		NATRAJ	1			
100	SHARPNER		APSARA	1			
101	SOOTLI PLASTIC	500gms	GOOD QUALITY	1			
102	SPIRAL PAD	NO.33	GOOD QUALITY	1			
103	SPIRAL PAD	NO.44	GOOD QUALITY	1			
104	SPIRAL PAD	NO.55	GOOD QUALITY	1			
105	SPIRAL PAD	COLOURED 5 IN 1	GOOD QUALITY	1			
106	STAMP PAD	BIG	ASHOKA	1			
107	STAMP PAD	SMALL	ASHOKA	1			
108	STAMP PAD INK	20ml	ASHOKA	1			
109	STAPLER	NO.10	KANGARO	1			
110	STAPLER	HP-45	KANGARO	1			
111	STAPLER	ICON	KANGARO	1			
112	STAPLER PIN	NO.24/6	KANGARO	1			
113	STAPLER PIN	NO.23/17	KANGARO	1			
114	STAPLER PIN	NO.10	KANGARO	1			
115	STICKY NOTES	BIG	BOSS	1			

L.I.C.OF INDIA DIVISIONAL OFFICE ROHTAK
DRAFT TENDER -TABLE STATIONERY - FINANCIAL BID

Annexure-G

Sr No.	ITEM NAME	SPECIFICATIONS	MAKE/COMPANY	UNIT	RATE Rs.	GST RATE & Amt.	TOTAL Amt.
116	STICKY NOTES	MEDIUM	BOSS	1			
117	STICKY NOTES	FLAG	BOSS	1			
118	TAG WHITE	SMALL SIZE	STAR	BOX			
119	TAG WHITE	BIG SIZE	STAR	BOX			
120	TAG GREEN	NO.36	GOOD QUALITY	BOX			
121	TAG GREEN	NO.24	GOOD QUALITY	BOX			
122	TAG GREEN	NO.18	GOOD QUALITY	BOX			
123	WRITING PAD	TODAY NO.33	TODAY	1			
124	WRITING PAD	TODAY NO.44	TODAY	1			
125	WRITING PAD	TODAY NO.55	TODAY	1			
126	YELLOW DUSTER	COMPUTER	GOOD QUALITY	1			
127	WHITE BOARD DUSTER		GOOD QUALITY	1			
128	GUM BOTTLE	70 0ml	CAMEL	1			
129	GUM BOTTLE	300ml	CAMEL	1			
130	C.D.	700MB	MOSER BEAR/WRITEX	1			
131	C.D.	RE-WRITE ABLE 4.7 GB	MOSER BEAR/WRITEX	1			
132	DVD	4.7 GB	MOSER BEAR	1			
133	GUM SLIP PAD	SMALL	GOOD QUALITY	1			
134	GUM SLIP PAD	BIG	GOOD QUALITY	1			

I/WE AGREE TO THE TERMS AND CONDITIONS OF THE TENDER

SIGNATURE OF VENDOR WITH SEAL