

**TENDER DESCRIPTION FOR TABLE STATIONERY ITEMS**

s.n.	Item	Description	Quantity	Rate / Each
1	Fevi Stick	Pidilite 8 gm	40	
2	Add Gel Pen	Reynolds Trimax	100	
3	White Fluid	Luxer Correction Pen {7 ml}	20	
4	PreGum Slip	1"x3" {25x75mm} 3 colours, Oddy	50	
5	Era File	Sweety Index File {Best Quality}	10	
6	HighLighter	Cello Hi-lighter	40	
7	Damper	Premier Dampener with LID	40	
8	Sign. Pen	Luxer	40	
9	TapeRoll Brown	Wonder 2"x 65 mtrs	100	
10	Scale Foot Roll Plastic	Natraj 621	20	
11	Pencil	Apsara mat Majic	20 Pencil	
12	Green Tag	Large { One Packet of 100 Tags}	10	
13	A-4	Century Star 2.3kg 75 GSM 500 sheets Per Rim	100	
14	Sharpner	Apssara	10	
15	Erasser	Apssara	10	
16	Rabbar Band	Best Quality Nylon 3"	5Kg	
17	Small Yellow Cloth Envelopes	10"x12" Best Quality Cloth Inside with LIC Logo Printing	500	
18	Cello tape	Premium 42 {20Yards}	50	
19	Spiral Pad	Surya Note Pd no-4, 40 Leaves pad	200	
20	Stappler pin Big	Kangaro No. 10	20	
21	white Board marker	Cello whitemate	20	
22	Stappler pin small	Kangaro No. 10	100	
23	Sutli Plastic	Sutli Plastic	20 Kg	
24	Register 1Qr.	60 GSM Paper Best Quailty Gutta Lic Logo Front Side Gutta	30	
25	Register 2Qr.	60 GSM Paper Best Quailty Gutta Lic Logo Front Side Gutta	50	
26	Register 3Qr.	60 GSM Paper Best Quailty Gutta Lic Logo Front Side Gutta	50	
27	Register 4Qr.	60 GSM Paper Best Quailty Gutta Lic Logo Front Side Gutta	10	
28	Cobra File	No.1250 With Front Side LIC Logo Printing	2000	
29	Ball Pen	Win Duke	300	
30	L-Type Plasic Folder	Sun pp Clear Folder A-4 {Item-E310}	300	
31	Permanent Marker	Luxer CD/DVD/OHP Marker	30	
32	Pen Butter Flow Cello	Cello	300	
33	Computer Sticker	Vardhman Computer Lables Size 89mmx35mm (1000 Labels)	5	

\* RATES MUST BE QUOTED AS BASE RATE AND GST WILL BE EXTRA AS APPLICABLE FROM TIME TO TIME AS PER RULES OF THE GOVERNMENT & F.O.R. DIVISIONAL OFFICE STORES(BASEMENT), KARNAL.

\* SUBMIT TENDER FEE OF RS. 118/- ALONG WITH TENDER.

\* SUBMIT PAPER SAMPLE OF 60GSM

\* QUOTE RATE FOR ITEM ON Sr. NO. 28 PER FILE. ( Send Sample File)

\* QUOTE RATE FOR ITEM ON Sr. NO. 12 PER PACKET.

\* QUOTE RATE FOR ITEM ON Sr. No. 13 PER RIM.

\* QUOTE RATE FOR ITEM ON Sr. No. 16 PER KG.

Signature of Vendor with Firm Seal