TATA INSTITUTE OF SOCIAL SCIENCES, V.N. PURAV MARG, MUMBAI-4000 88

NO: P&S/Store/2019/NIT/N-1 **19th November, 2019**

NOTICE INVITING TENDER (QUOTATION REQUEST)

To:

The Section Officer,
Purchase & Store Section, Tata
Institute Of Social Sciences, V.N. Purve
Marg, Deonar, Mumbai 4000 88

Date of Submission of Quatation: 23.11.2019

Contact No: 0222552508/5228

SL	DESCRIPTION OF ITEMS	UOM	Quantity Required	Rate Per Head	GST %	CGST (Rs.)	SGST (Rs.)	GST (Rs.)	Total Costs
1	AA PENCIL CELLS (Duracell AA-1.5V)	No	50						
2	AAA PENCIL CELLS (Duracell AAA-1.5V)	No	50						
3	BALL PENS BLACK(Jet Speed) (Black Colour)	No	50						
4	BALL PENS BLUE(Jet Speed) (Blue Colour)	No	600						
5	BALL PENS RED(Jet Speed) (Red Colour)	No	50						
6	BINDER CLIPS 19 MM (Music 555Brand)12Pieces in Box	Box	50						
7	BINDER CLIPS 25 MM (Music 555Brand)12Pieces in Box	Box	50						
8	BINDER CLIPS 32 MM (Music 555Brand)12Pieces in Box	Box	50						
9	BOX FILE (BIG) Original Kangari/Mangamam Clips (size 28x34cms)	No	100						
10	CHART PAPERS	No	100						
11	DURACELL 9 VOLT	No	50						
12	FEVI STICK GLUE (BIG) Cores stick 15 Grams	No	100						
13	GEM CLIPS (size-26 MM (Triangular Clips original 100 clips per pkt	No	100						
14	HIGHLIGHTER/TEXT MARKERS (Color pick/Fiber Castle brand)(5 Nos in Pkt)	No	50						
15	MOSQUITO REPELLENT REFILL (Good Night brand 45 days/60 days)	No	30						
16	NOTEBOOK 200 PAGES (Sundaram/Navneet)	No	50						
17	PENCIL (Apsara/Natraj Gold)	No	300						
18	PENCIL CELLS(AA EVEREADY1.5 V)	No	50						
19	PENCIL (Apsara/Natraj Gold)	No	100						
20	PENCIL SHARPENER (Apsara/Natraj Gold)	No	100						
21	PENDRIVE 16 GB SANDISK	No	10						
22	PENDRIVE 32 GB SANDISK	No	10						
23	PENDRIVE 8 GB SANDISK	No	20						
24	PLASTIC RULLER (Camel Plastic Ruller 12")	No	30						
25	POST -IT PAD COLOUR YELLOW(BIG) Music 555/Highland(76mmx76mm)100	No	25						
26	POST-IT BRAND-3M COLOUR FLAGS (BIG)Music 555/Mangoose Paste -it 3M(3 colours (size	No	30						

SL	DESCRIPTION OF ITEMS	UOM	Quantity Required	Rate Per Head	GST %	CGST (Rs.)	SGST (Rs.)	GST (Rs.)	Total Costs
27	POST-IT BRAND-3M COLOUR FLAGS (SMALL) Music %% %/Mangoose Paste-it 3m(3 colours	No	50						
28	POST-IT PAD COLOUR YELLOW(SMALL)Music 555/Highland(50mmx76mm)100	No	25						
29	REGISTERS SIZE: FC (100PGS)(72 sheets per 2quire 81/4x13cms)	No	30						
30	REGISTERS SIZE: FC (200PGS) (280 sheets per 4quire 81/4x13cms)	No	30						
31	SCISSORS MED(Fiskeers/Munix185mm-silver streak	No	30						
32	SELF ADHESIVE TRANSPARENT TAPE 1 INCH WIDTH(555Self adhesive tape-55 Mtr)	No	60						
33	SELF ADHESIVE TRANSPARENT TAPE 2 INCH WIDTH ((555Self adhesive tape-55 Mtr)	No	60						
34	SKETCH PEN 22(Camlin 12 different shades)	No	25						
35	STAPLER PINS SMALL1000 pin per pkts)	No	100						
36	WHITE BOARD MARKERS(Reynolds/Fiber Castle assorted colours)	No	50						
37	XEROX PAPER A3 (75 Gsm-500 sheets per Ream)	Ream	10						
38	XEROX PAPER F/C (LEGAL)(75 Gsm-500 sheets per Ream)	Ream	10						
								Total:	

TERMS & CONDITIONS

1 **Instruction to the Bidder:** Please note that the Institute will place the order to the supplier/vendor/agency. Who stands the lowest considering overall cost of the items (Total Cost of the Tender based on the listed items).

2 Free delivery should be made at the Institute Stores at Deonar, Mumbai-400 088.

3 Quotation will be accepted in the prescribed format of the Institute only. Failing to which, quotation will be treated as canceled or disqualifeid.

4 In case, the materials/items are not available or discounted, kindly specify by giving suitable reasons. But you will be required to quote as per alternative choice (Good Q

5 Quotation should reach to the Institute on any working day before 3.30 p.m.

6 Quotation received after due date will not be considered at all.

7 Our inquiry No. Date and due date as above must be subscribed on the envelope containing your quotation.

Date:

Place:

Signature & Seal of the Bidder

Name of the Proprietor/Bidder