

VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY: BURLA

No. VSSUT/CSP/1581/2020

Date: 01/06/2020.

Registrar, Veer Surendra Sai University of Technology, Burla invites sealed quotations from registered Firms/Suppliers/Dealers/Agencies for supply of general office stationary materials, on the terms and conditions mentioned below. The sealed quotations shall reach the undersigned within 12.00 noon on or before 16.06.2020. Quotations received beyond this date & time are liable to be rejected. "Quotation for Central Store and Purchase" must be superscribed on the sealed envelope.

Sl No.	Description	Quantity	Rate/Unit Price	GST
01	Ruling Bound Register (240p) Type of Register: Plain Register Dimension of paper (length x Width mm: 176 x 250 Dimension of Cover (Length x Width) mm: 210 x 297 Inside paper GSM:60 or more Cover Paper GSM: 180 Type of Binding: Hardcover Cloth Bound	100nos		
02	Black Board Duster Type of Duster: Non Magnetic Material of the Frame: Unbreakable Plastic Length in mm: 125 or more Width in mm: 40 or more	150nos		
03	White Board Duster Type of Duster: Magnetic Material of the Frame: Unbreakable Plastic Marker Holder: One/Two Length in mm: 130 or more Width in mm: 35 or more	50nos		
04	Cutter Knife Material of Body: Plastic Material of Blade: Carbon Steel Length of Blade (in mm): 80 or more Width of Blade (in mm): 18 or more Thickness of Blades (in mm): 0.4 or more	100nos		
05	File Board Type of Binder: File Board Binder Size of flap:75 x 520 mm Size of file Board: 250 x 345 mm Covering of Flap: Cloth Coated Paper Binding tape material: Cotton with binding tape corner protection	1000nos		
06	White Board Marker HD (Rorito /Artline / Luxor) Type of Ink used Markers: Dry Safe, Quick dry Refilling: Yes Type of Markers Tip: 2mm thick bullet type Writing Colour of markers: Black, Blue, Red	1000nos		
07	Marking Cloth Width: 100 cm or more	200mtrs		
08	Stapler Pin (No-10) (Kores/Kangaroo) Material of the Pin: Steel Size Designation: 10	200pkts		

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09	Tag (cotton) length: 150mm or more Tags at both the ends of metallic sheet with Chromium over Nickel plating.	200 bundles		
10	Stamp Pad Ink (Kores/ Camlin) Packing: 60 ml, Plastic container, Blue colour	100 bottle		
11	Xerox Paper A4 (JK Red) GSM of Paper: 75	800pkts		
12	Chalk holder (DOMS)	250nos		
13	File Cover Four fold Material: Coloured Grey Board Minimum GSM: 300 Location of eyelet: Left top corner	200nos		
14	Glue stick (Pidilite/Camlin/Kores) Net content of the Stick: 8 gram Enclosure: Plastic with lid Type of Glue: Soft paste, non toxic, quick drying for paper etc.	200nos		
15	High lighter (Luxor/Camlin/Faber) Marking Length: 500 meter Ink Colour: Yellow Line width(mm): 4 (Hydrocarbon Tip for smooth & clear marking)	200nos		
16	Knife Blade Type: Serrated Handle Type: Moulded Handle Material: Thermo Plastic Blade Material: Stainless Steel Length (mm): 55 or more Width (mm): 12 or more Maximum Thickness (mm) 0.8 or more	200nos		
17	Pencil (Apsara/Faber Castell/Doms) Type of Pencil: General Writing Grade : HB	50pkts		
18	Bodkin/ Poker Material of Handle: Plastic Minimum Hardness of Blade Material(HRC): 50 Diameter of Handle: 90 mm	50nos		
19	Paper Weight Material: Polymer Shape: Pyramid/Square Weight (gm): 100 or more	300nos		
20	Locks (7-lever) Close shackle, solid case, brass sheet, brass gravity die casting, padlock size 55 mm or more	50nos		
21	Despatch register Dimension of paper (length x Width mm: 148 x 210 Dimension of Cover (length x Width) mm: 160 x 215 Grammage of Paper (gsm) 80 Grammage of Cover Paper (gsm) 240 or more Brightness of Paper (%)70 or more	50nos		

Terms & Conditions:

- The undersigned reserves the right to accept or reject any/all quotations without assigning any reason thereof.

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2. The Firms/Suppliers/Dealers/Agencies shall quote quality specifications, of the materials, unit price and taxes on the cost. Any increase in taxes and other duties/levies after the date of purchase order shall be to the supplier's account. However, the supplier shall pass on benefit of any decrease in taxes/levies to the University.
3. Period of warranty of service/replacement, if any, shall be indicated clearly.
4. The Firms/Suppliers/Dealers/Agencies shall be required to supply the articles within 30 days of the purchase order failing which the purchase order shall be liable to be cancelled.
5. 100% payment against delivery of the materials in good condition and as per specifications at our site. Any loss or damage in transit will be at the supplier's risk.
6. Any dispute arising out of the deal shall be subjected to the jurisdiction of the Court of Sambalpur in the state of Odisha.

Memo No. VSSUT/CSP/1582/2020

Copy to :

1. Dean F&P for uploading to the University website.
2. COF for information and necessary action.
3. PA to VC for information of the Hon'ble Vice Chancellor.

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01.6.2020
REGISTRAR

Dated 01/06/2020.

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