



# Sidho-Kanho-Birsha University

Ranchi Road, P.O.- Sainik School  
District - Purulia, PIN - 723104, W.B.

Phone : 03252- 202419 Website-www.skbu.ac.in

Ref No: R/ 285 /SKBU/17

Date: 13/04/2017

## **Vendor Empanelment for Stationary supply ( Rate Contract).**

1. SKB University is looking for interested bidders who have experience in supply of Stationary Items( As per Annexure – 1).
- 2.Last date of submission: **26/04/2017 12 hrs.**
3. The bidder should indicate the Price inclusive all Taxes/Excise duty, other duties (if any), and levies chargeable quantitatively against each item.
4. The bidder will attach bank draft of ₹ 500/- as non-refundable earnest money along with the tender in favour of **Sidho Kanho Birsha University** payable in Purulia.
5. Tender documents should be submitted to **The Registrar, Sidho Kanho Birsha University, P.O. Sainik School, Ranchi Rd, Purulia-723104** with Tender reference number indicated at the **outside of the envelope.**
6. SKB University reserves the right to reject any or all tenders without assigning any reason whatsoever.
- 7.This empanelment will valid for 1 yr. only after completion of the Tender process.
- 8.Selected bidders will supply the material at Sidho Kanho Birsha University, Purulia as per requirement at their own cost.
9. Payment of bill will be made through by crossed account payee Cheque or electronic payment (NEFT) only after delivery and successful installation of each of the items.
10. All product must be in good quality and reputed brand.
11. Payment: There is no provision for making advance payment to the Company. However, the running bills for the jobs completed can be submitted by the company and will be cleared for payment within reasonable period.
12. The quantity shown is tentative and may increase or decrease.

Sd/-

(Dr.NachiketaBandopadhyay)

Registrar

## **Supplier Details**

Name of the Firm/Supplier/Person :

Address :

Contact No :

E Mail :

PAN :

VAT No. :

CST :

Experience in Supply :

Full Signature

Date:

Place:

## Format of Bid

### Annexure: 1

SI No	Name of Item	Unit	Rate per Unit
1	Use & throw Pen Blue/Black/Green/Red	Pc	
2	NPG 28 Xerox toner	pcs	
3	Lock 7 lever Link	Pcs	
4	Lock 7 lever Godej	Pcs	
5	Paper A4 (B 2 B)	Rim	
6	Paper A4 (Max)	Rim	
7	Paper A3	Rim	
8	Paper Legal (max)	Rim	
9	Paper weight	Pack(6 Pc)	
10	Calculator Orpat 12 digit	Piece	
11	Register 6	Piece	
12	Register 8	Piece	
13	Register 10	Piece	
14	Register 12	Piece	
15	Cover File (good quality)	Piece	
16	Arch File (medium quality )	Piece	
17	Flat file (Cobra)	Piece	
18	Chanel File	Piece	
19	Clip File	Piece	
20	Marker Pen Black	Piece	
21	Marker Pen Blue	Piece	
22	Marker Pen Red	Piece	
23	Marker Pen Green/yellow	Piece	
24	Duster (white Board)	Piece	
25	Stamp Pad (camel)	Piece	
26	Stapler (Small)	Piece	
27	Stapler (Big)	Piece	
28	Stapler pin (Box) Small	Box	
29	Stapler pin (Box) Big	Box	
30	Cello Tape Brown Big	Piece	
31	Cello tape small	Piece	
32	Fevi Gam Small	Piece	
33	Fevi Gam Big	Piece	
34	Note Book	Piece	
35	Alpin (Kissan)	Box	
36	Gudder small	Pack(1 kg)	
37	Gudder big	Pack(1 kg)	
38	Wooden Sharpner	Pack(20)	
39	Wooden Pencil (Natraj)	Pack(6)	
40	Scissor (Medium)	Piece	
41	Permanent Marker pen (CD Writer) Blue/black	Piece	
42	Scrach Pen Black/Green/Blue/red	Pack(10)	
43	Whitener	Pack(10)	
44	Glue Stick	Pack(10)	

45	Scale (Steel) 1 feet	Pack(10)	
46	Page Marker	Pack(10)	
47	Peon Book	Piece	
48	Dairy Book	Piece	
49	Premier Spiral Pad	Piece	
50	Pencil battery (Nippo leak proof)	Piece	
51	Towel (Good quality)	Piece	
52	Naphtholine (pkt)	Pack	
53	Tag	Pack	
54	9 volt battery for microphone	pc	
55	Punching Machine (Double)	Pc	
56	Punching Machine (single)	Pc	
57	Water sponge	Pc	
58	Plastic Rope	Bundle	
59	Sutli (Nylon/Jute)	Bundle/kg	
60	High lighter	Piece	
61	Gems Clip fibre	Pack	
62	Gems Clip steel	Pack	
63	Pen Stand	Pc	
64	Binder clip medium	Pack	
65	Binder clip small	Pack	
66	White Phenyl 500ml	Pc	
67	Black Phenyl 500ml	Pc	
68	Colin 500 ml	Pc	
69	Herpic 500 ml	Pc	
70	Cloth Duster medium size	Pc	
71	Flower groom	Pc	
72	Coconut Groom	Pc	
73	Cob web broom	Pc	
74	Mutric Acid	Pc	
75	Mug	Pc	
76	Small bucket	Pc	
77	Big bucket	Pc	
78	Dust bin small	Pc	
79	Dust bin big	Pc	
80	Room freshner	Pc	
81	Mooper	Pc	
82	Whiper	Pc	
83	Odonil	Pc	
84	Lizol	Pc	
85	Bleching Powder	Pack	
86	Dettol Soap (Small)	Pc	
87	Envelop register size (A4)	Pc	
88	Kala hit	Pc	
89	Scoch bite	Pc	
90	Vim saop Liquid	Pc	
91	Paint Brash ½ inch	Pc	
92	Good night Liquiod	Pc	
93	Post it Sticker (medium)	Pkt	

94	Eraser	Pack	
95	Wall clock (medium)	Pc	
96	White Envelop Big Size	100 Pc	
97	Pen gel Blue/Green/Black/Red	Pc	
98	Pen drive 16 GB (HP)	Pc	
99	Water Jug (Good Quality)	Pc	
100	Pin Keep container	Pc	
101	Cello Tape white	Pack	
102	Duster wooden (black board)	Pc	
103	Marker HD	Pc	
104	Cover file (big )	Pc	
105	Board pin (poran)	PC	
106	Door mat( 3 " x 1 ½ " ) rubber	Pc	
107	Door mat( 3 " x 1 ½ " ) coconut coir	Pc	
108	Stamp pad ink	pc	
109	Attendance Register for Students	PC	
110	Attendance Register for Staff	PC	
111	Cello Tap Roll Machine (Medium)	Pc	
112	Board Pin	Pkt	
113	Calling Bell ( code less)	PC	
114	Brasso (Small)	PC	
115	Cotton Pkt 50 gms	PC	
116	Brown paper (plastic coated)	Pc	
117	Tread ball	Pc	
118	Window Envelop	Pkt(50 )	
119	Toilet brash	Ps	
120	Chak (dust Proof)	pkt	

Signature of Supplier