



**icmr** **NIRT**  
INDIAN COUNCIL OF MEDICAL RESEARCH  
NATIONAL INSTITUTE FOR RESEARCH IN TUBERCULOSIS



आई सी एम आर – राष्ट्रीय यक्ष्मा अनुसंधान संस्थान  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार  
कल्याण मंत्रालय, भारत सरकार

ICMR - National Institute for Research in Tuberculosis  
Department of Health Research, Ministry of Health  
and Family Welfare, Government of India

Ref No. SSK/ NIRT/Stores /2019-20

04.06.2019

**QUOTATION ENQUIRY**

Subject: Quotation for supply of Stationery items for official use during the year  
from 2019-2020.

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Quotations are invited for supply of stationeries on rate contract basis for a period of one year (01.04.2019 - 31.03.2020) as per the attached list (Annexure -1) The last date for submission of quotation is 21.06.2019 by 3.00 pm with opening the same at 4.00 pm.

Terms and conditions of supply:-

1. The NIRT Office reserves the right to accept or reject any or all quotations without assigning any reasons thereof.
2. Any decision taken by the Director, NIRT at any point of time in connection with this process shall be final and conclusive and no claim or dispute from any quarter in that regard shall be entertained.
3. No advance payment will be made before placing the order. The payment will be made only after supply of Stationeries by raising a formal invoice upon satisfactorily report received from the end users.
4. NIRT, Chennai will not be responsible for any delay or late receipt of quotations and the same will not be considered under any circumstances.
5. No extra payment will be made on account of transportation, handling, loading, unloading, labour charges etc.,
6. While submitting the e-tenders the rate against each item should ne mentioned on per piece basis and GST etc should be specified separately.
7. The institute is eligible to obtain concessional GST at the rate of 5% as per notification no.45/2017 –central tax (rate ) r.w.T.N.G.O.(MS) No.161:47/2017-intergrated Tax (Rate) dated 14.11.2017 which will be issued in case invoice with 5% GST is raised.
8. In case any discrepancy / breach in service contract is noticed during period of contract the loss will be ascertained and is liable to the recovery.

  
ADMINISTRATIVE OFFICER

Sl.no	Name of the Product	Brand	Rate/ piece	% of GST
1.	6cp Lunch Tray			
2.	Acrylic Paint Marker			
3.	Add gel pen (Blue/Red/Green/Black) Achiver			
4.	Attendance Register			
5.	Battery Duracell Small – AA			
6.	Battery Duracell Small – AAA			
7.	Battery Eveready Heavy Duty1050 R20			
8.	Battery Eveready Small – AA			
9.	Battery Eveready Small – AAA			
10.	Bell Pin Box			
11.	Biomedical dustbin cover (Red, Green, Yellow, Black)			
12.	Biomedical waste bucket			
13.	Bleaching Powder 500 gm			
14.	Bombay Delux Broom Stick			
15.	Bond sheet Green color			
16.	Box File			
17.	Broom Stick(Coconut)			
18.	Brown Cello Tape 2"			
19.	Brown Tape 2"			
20.	Carbon Sheet (Blue)			
21.	Cello Tape 1"			
22.	Cello Tape 2"			
23.	Cloth Paste Cover (A4)			
24.	Cloth Paste Cover 10"x8"			
25.	Cloth Paste Cover 15"x12"			
26.	Colin 500ml			
27.	Computer mouse pad			
28.	Confidential File With Green Folder – Ordinary			
29.	Confidential File With Green Folder – Rexyn			
30.	Correcting Fluid Bottle - Kores			
31.	Correcting Fluid pen -Kores			
32.	Dettol liquid Handwash 225ml			
33.	Domex 500ml			
34.	Door Mat (Coir) 1 1/2" 4"			
35.	Door Mat (Coir) 1 1/2" x 2 1/2"			
36.	Door Mat (Plastic)1 1/2" x2 1/2"			
37.	Door Mat Cloth 15"x24"			
38.	Door Mat Cloth 18"x36"			
39.	Dustbin (Large)			
40.	Dustbin with Lid			
41.	Dustbin without Lid (Medium)			
42.	Duster Cleaner With Long Stick (Wooden handle)			
43.	Envelope Brown 10"x8"			
44.	Envelope Brown A3 size			
45.	Envelope White 10"x5"			
46.	Envelope White 6"x4"			
47.	Envelope White 9"x4"			
48.	Fevi Stick (15 gms) - Pidilite			
49.	Fold Back Clip – Medium			
50.	Fold Back Clip – Small			
51.	Garbage Cover Medium (48cm x 56cm)			
52.	Garbage Cover Medium (60cm x 81cm) – Big			
53.	Garbage Cover Small (43cm x 51cm)			
54.	Gem Clip Big (35mm)			
55.	Gem Clip Small (26mm)			
56.	Gum Bottle(300ml) Camlin			
57.	Gum Tube			

58.	Hamam Soap Small Size (38 gm)			
59.	Harpic 500ml			
60.	High Lighter Pen-Camlin			
61.	Hit- Cockroach (450 ml)			
62.	Hit- Mosquito (450 ml)			
63.	Ink Eraser - Apsara			
64.	Ink Stamp Pad			
65.	J K Coppier A-3 (75Gsm) Red Colour Pack			
66.	J K Coppier A-4 (75Gsm) Red Colour Pack			
67.	J K Coppier F/S (75Gsm) Red Colour Pack			
68.	lavatory cleaning Brush			
69.	Luxor Pen			
70.	Lysol floor cleaner 500ml			
71.	Metal Scrub (Scotch Brite)			
72.	Mop with wooden handle & thread type			
73.	Mosquito Coil Liquid			
74.	Mosquito Coil Machine with Liquid			
75.	Mosquito Coils(Good Knight)			
76.	Napkin (Mini Lunch towel)			
77.	Napthalin Balls (100gm)			
78.	Note Book 1Q F/S			
79.	Note Book 1Q H/S			
80.	Note Book 2Q F/S			
81.	Note Book 2Q H/S			
82.	Note Book 3Q F/S			
83.	Note Book 3Q H/S			
84.	Note Book 4Q F/S			
85.	Note Book 4Q H/S			
86.	Note Book Half Size(Diary)			
87.	Numbering Machine			
88.	Numbering Machine ink			
89.	Odonil			
90.	Office note Pad - Green color (100 Sheets)F/S			
91.	OHP Marker Pen (Camelin)			
92.	Paper Weight			
93.	Pen - Ball Point Cello ButterFlow Black			
94.	Pen - Ball Point Cello ButterFlow Blue			
95.	Pen - Ball Point Cello ButterFlow Red			
96.	Pencil Apsara extra dark			
97.	Pencil Eraser – Apsara			
98.	Perfume Phenyl (5 Ltrs.Can)			
99.	Permanent Marker (Blue/Red/Green/ black) (camelin)			
100.	Plastic Bucker 15 Ltrs. Diamond			
101.	Plastic Bucket 20Ltrs. Diamond			
102.	Plastic Bucket 10Ltrs. Diamond			
103.	Plastic Bucket 5 Ltrs, Diamond			
104.	Plastic Bucket large (Diamond-50 Ltrs) with Lid			
105.	Plastic Mug			
106.	Plastic Thick Pill Cover (1 Kg- 4" x 3")			
107.	Plastic Thick Pill Cover (1 Kg- 6" x 3")			
108.	Plastic Tray (Model No.404) - Diamond			
109.	Punching Machine Double Hole (Big) (Kangaro 500)			
110.	Refill Add gel(Blue/ Red/Green) Achiver			
111.	Register Bound 4 Qr			
112.	Register Bound 2 Qr			
113.	Register Bound 2 Qr			
114.	Room Freshener			
115.	Rubber Band Big No.3 Nylon			
116.	Rubber Band Small No.2 Nylon			
117.	Sabeena Powder (500 gram)			

118.	Scale Plastic 30CM Camelin			
119.	Scale Wooden 30CM Camelin			
120.	Scissor (Big)			
121.	Scissor (Small)			
122.	Scribling Pad No:3			
123.	Scribling Pad No:5			
124.	Scrub Pad (Scotch Brite)			
125.	Sharpener-Pencil (Nataraj)			
126.	Single Hole Punch(Steel)			
127.	Sketch Pen Multi Color (Camlin)			
128.	Sponge Round			
129.	Stamp Pad Long Size			
130.	Stamp Pad Small Size			
131.	Stapler Big Hp-44 (Kangaru)			
132.	Stapler Pin Big 24/61-mm(Kangaru)			
133.	Stapler Pin Small No-10 (Kangaru)			
134.	Stapler Small HD-10D (Kangaru)			
135.	Stick it pad (3 color) 76mmx76mm			
136.	Sticky note 76x76mm			
137.	Tag 12"			
138.	Thermal paper			
139.	Tissue Roll			
140.	Urgent Ordinary Pad			
141.	Urinal cubes			
142.	Vim Liquid – Bottle			
143.	Vim Powder (500 gm)			
144.	Wash Basin Brush			
145.	White Board Duster			
146.	White Board Marker (Camelin)			
147.	Window Cover white 10"x5"			
148.	Writing pad with sunmica (Big 1 1/2 x 2)			
149.	Yellow cloth			
150.	Yellow Tape 2"			
151.	Bath Soap -100 gms/ 50gms/25gms			
152.	Rin Soap -250 gms			

**TENDERER'S SEAL AND SIGNATURE**