

Annexure- "A"

1	2	3	4	5	6
S.No.	Item Description	Make / Brand / Size	Item Unit	Rate / Item Quoted (Inclusive of GST and All Exp.)	Sample Required
1	T - ALL PIN 50 GMS	EASY PUSH (In Plastic Box)	PER BOX.		
2	BROWN TAPE 2"	WONDER - 45 MTRS	PER PIECE		
3	BRASS FASTNER 1"	REPUTED QUALITY	PER PKT.		required
4	BROWN SHEETS	REPUTED QUALITY- 51Kg	PER SHEET		required
5	BUTTON BAG FILE (PLASTIC)	WORLD ONE -SINGLE POCKET	PER PIECE		required
6	CALCULATOR	CASIO MODEL - MJ 120D	PER PIECE		
7	CD MARKER PEN	LUXER / CAMLIN	PER PIECE		
8	CLOTH ENVELOPE	GREEN COLOUR / SIZE- 10X12	PER PIECE		required
9	CLOTH ENVELOPE	GREEN COLOUR / SIZE- 12X16	PER PIECE		required
10	CORRECTING PEN WHITE	KORES / CAMLIN - 7ml	PER PIECE		
11	CELLO TAPE 1"	WONDER 555 - THIK ROLL	PER PIECE		
12	CELLO TAPE 2"	WONDER 555 - THIK ROLL	PER PIECE		
13	CONFERENCE PAD	WORLD ONE-15 Pages including cover	PER PIECE		
14	DOT PEN ORDINARY (BLUE/BLACK/RED)	CELLO- FINE GRIP	PER PIECE		
15	DOT PEN ORDINARY (BLUE/BLACK/RED)	LINC MAXO FINE	PER PIECE		
16	BALL PEN (BLUE)	CELLO UNOMAX ULTRON	PER PIECE		
17	BALL PEN (BLUE)	LINC SIGNETA GOLD	PER PIECE		
18	ERA FILE (BOX FILE)	CLASSIC Brand or Equilent Brand - LEVER FILE	PER PIECE		required
19	CLEAR GLUE STICK Transparent	8 GMS (KORES)	PER PIECE		
20	FLAT FILE (SPRING) - THIK	REPUTED QUALITY	PER PIECE		required
21	FOUR FLAP FILE	REPUTED QUALITY	PER PIECE		required
22	FLAT FILE (THIN)	REPUTED QUALITY - FILE COVER	PER PIECE		required
23	GEL PEN (BLUE/ BLACK/RED)	Rorito Flymax GEL (Waterproof Ink)	PER PIECE		
24	GEL PEN (BLUE/ BLACK/RED)	CELLO UNOMAX GELTRON PEN	PER PIECE		
25	GEL PEN REFILL	Rorito Flymax GEL (Waterproof Ink)	PER PIECE		
26	GEL PEN REFILL	CELLO UNOMAX GEL PEN BLUE/ BLACK/RED	PER PIECE		
27	GUM PASTE	(700 ML) - CAMEL	PER BOTTLE		
28	HIGHLIGHTER PEN	CAMLIN	PER PIECE		
29	L-FOLDER (Plastic)	REPUTED QUALITY	PER PIECE		required
30	L-FOLDER - LEGAL SIZE - LAMINE MORCOO	REPUTED QUALITY	PER PIECE		required
31	MARKER PEN WHITE BOARD	REYNOLDS / CAMLIN	PER PIECE		
32	MARKER PEN PERMANENT	REYNOLDS / CAMLIN	PER PIECE		
33	COLOURED STICKER Removable self adhesive notes	25 MM X 75MM	PER PIECE		

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34	PENCIL HB	NATRAJ	PER PIECE		
35	PENCIL RUBBER	NATRAJ	PER PIECE		
36	PENCIL CUTTER SHARPENER	NATRAJ	PER PIECE		
37	PIN CUSHION	OMEGA / TANGO REPUTED QUALITY	PER PIECE		required
38	POKER (Plastic Handle)	REPUTED QUALITY	PER PIECE		required
39	PUNCHING MACHINE	KANGARO DP - 480	PER PIECE		
40	PUNCHING MACHINE	KANGARO DP - 800	PER PIECE		
41	PAPER WEIGHT - (FLAT & ROUND SIZE)	REPUTED QUALITY	PER PIECE		required
42	PENCIL CARBON FC SMALL	KORES	PER PKT.		
43	PHOTO COPIER PAPER A-4	J K EASY- 70 GSM	PER PKT.		
44	PHOTO COPIER PAPER A-4	J K RED- 75 GSM	PER PKT.		
45	REGISTER 80 PAGES	60 GSM ORIENT PAPER	PER PIECE		required
46	REGISTER 172 PAGES	60 GSM ORIENT PAPER	PER PIECE		required
47	REGISTER 272 PAGES	60 GSM ORIENT PAPER	PER PIECE		required
48	RUBBER BAND (BIG)	REPUTED QUALITY	PER PKT.		required
49	RUBBER BAND (MEDIUM)	REPUTED QUALITY	PER PKT.		required
50	RULLED PAPER (SHEETS)	REPUTED QUALITY	PER SHEET		
51	SCALE 30CM	CAMLIN	PER PIECE		
52	SPIRAL DAIRY	WORLD ONE - 160 PAGES 14X22 cm	PER PIECE		
53	SPONGE POT (Small / Medium Size)	REPUTED QUALITY	PER PIECE		required
54	STAMP PAD (BIG)	KORES	PER PIECE		
55	STAMP PAD (MEDIUM)	KORES	PER PIECE		
56	STAMP PAD INK	KORES 100 ML	PER BOTTLE		
57	STAPLER MACHINE SMALL	KANGARO-10	PER PIECE		
58	STAPLER MACHINE MEDIUM	KANGARO-TRENDY-35	PER PIECE		
59	STAPLER PIN	KANGARO-10	PER PIECE		
60	STAPLER PIN	KANGARO-TRENDY-35	PER PIECE		
61	SKETCH PEN	CAMLIN	PER PKT.		
62	TWO FLAP FILE	REPUTED QUALITY	PER PIECE		required
63	U-PIN (GEM CLIP)	GLOBE- Coloured plastic paper clips 50 Pcs	PER PKT.		required

In compliance with your tender for Table Stationery as per items in Annexure-'A', We quote our rates for the materials inclusive of all taxes, delivery and other charges, which will hold good for one year from the date of consideration at your end. We agree to abide by your terms and conditions and undertake to supply materials as per the specifications given above. We have also submitted the samples of all such items wherever required.

Dated -

Signature of Authorised Person with Seal