



MORARJI DESAI NATIONAL INSTITUTE OF YOGA

(An autonomous organization under Ministry of AYUSH, Govt. of India)

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File No.MDNIY/S&P/2016-17/532

Dated: 06 Feb., 2017

To

Subject: Quotations for supply of Stationery Items (Annual Contract)

Sir,

Morarji Desai National Institute of Yoga invites sealed quotations for supply of Stationery Items as per details given below:

1	2	3	4	5	6	7	8
Sl.No.	Item	Unit	Brand	Rate	Any other Brand of good quality	Rate	VAT
1.	Pencil HB	Pkt. of 10	Natraj				
2.	File Board	Each	Good quality				
3.	Cello Tape 1”	Each	Wonder				
4.	Stapler Big HD-45	Each	Kangaroo				
5.	Tags small 1x500	Bdl.	Good quality				
6.	Folder plastic L Shape with half pocket	Each	Mega				
7.	Fevistick 15 gm.	Each	Pdlite				
8.	Marker OHP 1x5	Set	Luxer				
9.	Scale plastic	Each	Luxer				
10.	Stock register L/B	Each	Neeraj				
11.	Pen drive 8 GB	Each	Sandisk				
12.	White Board Marker Pen	Each	Luxer				
13.	All Pin	One pkt.	Omax				
14.	Attendance Register (Class)	Each	Good quality hard bound				
15.	All pin container	Each	Omax				
16.	Coloured flag	One pkt.	Stick on				
17.	Drawing pin	One pkt.	Fanta				
18.	Double side tape 1”	Each	Good quality				
19.	Dak pad	Each	Neeraj				
20.	Diary register	Each	Neeraj				
21.	Dispatch register	Each	Neeraj				
22.	Eraser	Pkt. of 10	Natraj				

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Sl.No.	Item	Unit	Brand	Rate	Any other Brand of good quality	Rate	VAT
23.	Folder Plastic (clear)	Each	Sun				
24.	Note-Sheet (Green)	Each Pad	Neeraj				
25.	Pen (Blue/Red) 045	Pkt. of 10	Reynold				
26.	Highlighter	Each	Luxer				
27.	Paper weight	Each	Boss				
28.	Paper Cutter	Each	Premier				
29.	Pen Pilot 0.5	Pkt. of 10	Luxer				
30.	Register (192 pages)	Each	Neeraj				
31.	Sharpener	Pkt. of 10	Natraj				
32.	Stapler (Small no.10)	Each	Kangaroo				
33.	Stapler pin (Small no.10)	Each pkt.	Kangaroo				
34.	Gem Clip Steel	Each pkt.	Globe				
35.	White Board Duster	Each	Omax				
36.	Stapler pin (Big)	Each pkt.	Kangaroo				
37.	Sketch pen	Set of 12	Luxer				
38.	File movement register	Each	Neeraj				
39.	Cash Book Register GAR-3 (200 pages)	Each	Amir				
40.	Register (04 qrs.)	Each	Neeraj				
41.	Register (02 qrs.)	Each	Neeraj				
42.	Cello Tape 2"	Each	Wonder				
43.	Punch (Single)	Each	Kangaroo				
44.	Punch Double no-280	Each	Kangaroo				
45.	Slip pad 20 pages sp02	Each	Neelgagan				
46.	Slip pad 40 pages no.33	Each	Neelgagan				
47.	Register (10 qrs.)	Each	Neeraj				
48.	Register GAR-4	Each	200 pages leather binding (good quality)				
49.	Register (04 qrs.)	Each	Neeraj				

1. Sealed quotation addressed to the Director, MDNIY, superscribing on the top of envelop as **"Quotation for Supply of Stationery Items"** should reach this office latest by **14th February, 2017 upto 11.00 am.**
2. **The EMD amounting to Rs.2,500/- (Rupees Two thousand & five hundred only) will be submitted in favour of "Morarji Desai National Institute of Yoga" through Bank Draft/ Pay Order only alongwith the copies of VAT, PAN Card.**

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3. Quotation received after closing date and time will not be entertained.
4. The rates should be inclusive of Delivery charges etc.
5. The Service Tax/VAT will be applicable on the items as per rule.
6. The amount quoted by the firm and accepted by the Institute will be final. No other charges/increase in rates will be acceptable to MDNIY at a later date, in any case.
7. The firm which has quoted the rates and are successful in getting award for the above work but are unable to accept the contract due to any reason, their EMD will stand forfeited.
8. The Institute reserves the right to accept or reject any quotation without assigning any reason thereof.
9. All the disputes shall be subject to Delhi jurisdiction only.

Yours faithfully,

(Dr. I.V. Basavaraddi)
Director