

No. Ad. B IV. CP. 01. 29051/2012

Thiruvananthapuram
Dated: 23.08.2012

QUOTATION NOTICE

Sealed quotations are invited for supply of stationary items to the Stores of the University of Kerala, Senate House Campus, Palayam, required for the year 2012 - 2013. The rates quoted shall be inclusive of all taxes and for delivery at our stores in Senate House Campus, Palayam.

The vendors shall submit a sum of R. 5,000/- (Rupees Five thousand only) as Demand Draft drawn in favour of the Finance Officer, University of Kerala towards EMD for the same.

The quotations along with EMD shall reach the undersigned before 3.00 PM on 20.09.2012 and the same shall be opened at 3.30 PM on the same day in the presence of the vendors then present.

Sd/-
REGISTRAR

ANNUAL PURCHASE OF STATIONARY ARTICLES 2012-13

Requirement list for quoting rates

Sl.No.	Item	Proposal for 2012-13	Rate
1	Pencil Carbon	105 packets	
2	File board (with printing)	2000 nos	
3	Gem clip (30 mm Steel)	800	
4	Gum (150 ml)	400 bottles	
5	Gum (700 ml)	275 bottles	
6	Office Envelope (large) -37 x 14 cm (with printing)	30,000 nos.	
7	Office Envelope (medium) -28 x 13 cm (with printing)	1,50,000 nos.	
8	Office Envelope (small) -23 x 10.5 cm (with printing)	2,00,000 nos.	
9	Paper weight	150 nos	
10	Photocopier paper A3	50 pkts	
11	Photocopier paper A4	5000 pkts	
12	Photocopier paper F/S	1100 pkts	
13	Pin Sheet - 30 mm, Steel	1500 nos	
14	Punch (Single)	100 nos	
15	Rubber band	20 kgs	
16	Stamp pad ink/Purple	650 bottles	
17	Stamp pad ink/Red	25 nos	
18	Stamp pad - Big	25 nos	
19	Stamp pad Medium	100 nos	
20	Stamp pad Small	250 nos	
21	Stapler Max HD - 10	300 nos	
22	Stapler pin - Kores No.10	3600 pkts	
23	Tag-100 Nos/bundle-Cotton	3000 bundles	
24	Twine (country)-100gm ball	6000 balls	
25	White Twine - 200 gm ball	1750 balls	
26	Typewriter Ribbon	25 nos	
27	Wastepaper basket	75 nos	
28	Card board	35,000 nos.	
29	Fevicol	10 kg	
30	Numbering machine	20 nos	
31	Numbering ink	250 bottles	
32	Gum Arabic	10 kg	
33	Question paper cover (with printing)	75,000 nos	
34	Refil (All colours) except blue	1000 nos.	
35	Sealing wax	300 kg	
36	Gummed Address label Stickers (for Degree despatch)	31,000 nos	
37	Gummed Address label Top & bottom stickers	62,000 nos	
38	Cloth lined cover (Medium)	50,000 nos	
39	Cloth lined cover (Small)	50,000 nos	
40	Expresiso inkjet label EXL-12	100 pkts	
41	Cambric cloth	3000 mtr.	

**Sd/-
REGISTRAR**