



## UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India - 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)

No. Ad. B IV.CP.01.303/2013

Thiruvananthapuram

Dated: 14.02.2014

### T E N D E R

Competitive Tenders are invited for entering into rate contract, for the supply of stationery items for use in the University Office. The list of items are appended herewith.

### Conditions

1. The rate quoted should be inclusive of Tax, transportation charges and any other charges.
2. Complaints with the items supplied should be rectified/replaced to the satisfaction of the University by the suppliers at their own cost.
3. Payment will be made only after the supply of the items at our own site.
4. The undersigned reserves the right to reject /accept any quotation without assigning any reason.
5. DD for ₹ 5,000/- (Rupees Five thousand only) drawn in favour of the Finance Officer, University of Kerala towards EMD to be furnished along with Tender.

The sealed tender should be addressed to the undersigned superscribing as tenders for the supply of stationery items for use in the University Office. The last date of receipt of tenders is at 3.00 PM on 28.02.2014. The tenders will be opened at 3.00 PM on the same day in the presence of vendors then present.

Sd/-  
REGISTRAR

List of Items

1	File board (with printing) FS size
2	Gemclip 30 mm, Steel
3	Pin Sheet 30 mm Steel
4	Stapler Max HD 10 (Kangaroo make)
5	Tag 15 cm (50 Nos. per packet)
6	Country twine, 100 gm ball, 5 ply
7	English Twine, 200 gm ball
8	Small Cover-32 kg-23x10.5 cm with printing
9	Medium cover with printing -32 kg, 28 x 13 cm
10	Large cover with printing, 37 x 14 cm
11	Carbon paper pencil - (kores make)
12	Card board
13	Sealing wax (per kilogram)
14	Cloth lined cover (medium)
15	Cloth lined cover (small)
16	Cambric Cloth
17	Question paper cover 48 kg-32 x 28 cm (with printing)
18	Gummed Address Label Stickers including, Top, Bottom and middle Stickers (1 set)
19	Pin Cushion
20	Cutting Sword
21	Calculator