

Tender
for
Award of Annual Rate Contract for Supply of Stationery
and Printer Cartridges (HP brand) to
Indian Institute of Technology Jodhpur

NIT No. : IITJ/SPS/SPCC/RC/2014-15/1
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॥ त्वं ज्ञानमयो विज्ञानमयोऽसि ॥

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Notice Inviting Tender

1. Indian Institute of Technology (IIT), Jodhpur, Rajasthan (hereinafter referred to as the "Institute") an Educational Institute of National Importance, invites sealed tenders (single bid system) for Award of Annual Rate Contract for Supply of Stationery items (category 1), and Printer Cartridges (HP brand) (category 2) (items annexed as Annexure C, and D, respectively) to Indian Institute of Technology Jodhpur from its Companies/Firms/Agencies, for one year from the date of award of contract which can be extendable for 1 more year if performance of the supplier is found satisfactory. In this connection, you are requested to submit the best competitive offer for the items and strictly as per the instruction and terms & conditions mentioned in the tender document. The tender document can be downloaded from the Institute website at URL Link: <http://www.iitj.ac.in> or from Central Public Procurement Portal link: <http://www.eprocure.gov.in>.

2. Bids may be submitted for one or both categories. **It may be noted that bidder for Stationery items should be 'Actual Dealer of Stationery', and bids for Printer Cartridges (category 2, list given in Annexure D) will be considered in respect of those bidders only who have specific authorization from HP (manufacturer) for supply of HP brand cartridges.** In case you are interested in undertaking the job and have the capacity and competence to supply the items, you may please submit your lowest quotation in a duly sealed envelope to Officer In-charge, Office of Stores and Purchase, IIT Jodhpur, Old Residency Road, Ratanada, Jodhpur 342 011 (Raj.). The sealed quotations should reach the Institute, latest by March 04, 2015 by 03:00 PM and it will be opened on same day at 04:00 PM in the Visitors' Room, Administrative Block of the Institute in the presence of the bidder(s) or their authorized representative(s), who will present at the scheduled date and time. In case due date happens to be holiday the tender will be accepted and opened on the next day working day at the same time. The cover containing the quotation should be superscribed as: "Tender for Award of Annual Rate Contract for Supply of Stationery / Printer Cartridges to IIT Jodhpur".

3. A list of offices where such jobs have been undertaken with documentary proof of having performed them satisfactorily should be furnished with the tender as required in Annexure-II.

4. Any Cutting/Overwriting/Erasing in the rates will render the entire tender invalid.

5. The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs.10,000/- (Rupees Ten Thousand only) which is refundable and a non-refundable tender fee of Rs.500/- (Rupees Five Hundred only) by way of demand draft only. The demand drafts shall be drawn in favor of "Director, IIT Jodhpur" payable at Jodhpur.

The EMD of the successful bidder shall be returned (without interest) after the completion of contract and for unsuccessful bidder(s) it would be returned after award of the contract. This amount (Bid Security) will be converted into performance Security money, if rate contract is awarded. Bid(s) received without demand drafts of EMD and tender fees shall be liable for rejection.

In case the tenderer withdraws, modifies or change his offer during the contract period, bid is liable to be rejected and the earnest money deposit shall be forfeited without assigning any reason thereof. The tenderer should also be ready to extend the validity, if required, without changing any terms, conditions etc. of their original tender.

6. The bidder must submit 'Sales Tax Certificate' and 'Income Tax Certificate' along with its bid documents.

7. Submission of tender will signify the acceptance of all terms and conditions of the contract as above. It will not be obligatory for the Institute to accept the lowest quotation & no explanation shall be given for the cause of rejection of quotation to any tenderer.

8. The Institute reserves the right to reject/any/all tender (s) without assigning any reasons whatsoever. Canvassing in any form will be considered as disqualification from award of contract.

9. Please also see Annexure-A for terms and conditions of the contract, Annexure-B to be filled by the tenderer(s) giving their details, Annexure-C for details of rates for stationery items, and Annexure-D for details of rates for Printer Cartridges.

The Contract shall be governed by the following terms and conditions:-

1 The goods/items/stores should be supplied within 02 days or few hours from the date/time of issue of purchase order/supply order either through email or telephonically.

i) The goods/items shall be delivered to IIT Jodhpur on Door Delivery basis. Unloading of goods / stores and delivery to store at above mentioned place shall be responsibility of the firm.

ii) The supplier will be liable to replace the rejected /damaged stores within 02 days or few hours (as per instructions of the Institute), failing which the legal action will be taken as deemed fit by the Institute.

iii) The tenderer must confirm in writing that the goods supplied by them shall be as per specification of goods and of **Superior Quality** (supplied goods should be accepted by the Institute) as mentioned in the Tender Enquiry and in case goods of inferior quality supplied by them, the contract shall be cancelled and goods shall be purchased from the L-2 quoting firm or market, and the difference in price would be recovered from L-1 supplier.

iv) The payment will be made by cheque or through ECS on receipt of pre-receipted bill.

v) In case of failure on the part of approved supplier to supply the above mentioned items as per supply order within the stipulated period, the Institute shall be at liberty to purchase the said items from other sources and the approved supplier shall be liable to pay the excess amount which this Institute may have to incur being the difference of actual amount of purchase minus the amount as per approved rates. If the failure continues for the second time or repeated on the part of approved supplier, the contract shall be cancelled and performance security would be forfeited apart from taking other legal action by this Institute.

vi) Any dispute arising out of the contract shall be referred to Jodhpur Jurisdiction only.

2. The Institute reserves the right to reject or to accept any quotation, in whole or in part without assigning any reason thereof.

3. Institute reserves the right to purchase those stationery items that are not mentioned in Annexure-C, from any firm.

4. The rates of the items shall be mentioned in figures and in words. There should not be any erasing or over-writing whatsoever.

5. The contract may be placed with one or more than one firms depending upon rates and other factors viz L1 rates, quality of the products etc.

6. The tenderer should keep their offers valid up to one year from the date of starting the Rate Contract period.

7. The tenderers are requested to read and understand the terms and conditions of the contract mentioned in the foregoing paragraphs before sending their quotations, as no violation of the aforesaid terms and conditions shall be permitted once the quotation is accepted by this Institute.

PARTICULARS TO BE FURNISHED BY THE AGENCY

1. Name of the Agency :
2. Address of the Agency:
3. Name of the proprietor of the Agency:
4. Telephone No. and eMail ID of Agency and Proprietor:
5. Details of Ministry/Department in which the Agency had worked earlier as mentioned in this Tender (if any):-

S. no.	Name of the Ministry/Department (Attach copy of Contract)	Year	Name/Contact no. of the Office of Client Ministry/Department

6. PAN/TIN number of the agency:
7. Whether 'Sales Tax Certificate' and 'Income Tax Certificate' attached: Yes/No
8. EMD's Draft number, Date and name of the Bank:

This is certified that the above facts are true, complete and correct to the best of my knowledge and belief. This is also certified that this Agency is not blacklisted by any Government Department nor any criminal case is registered/pending against the Agency/Firm or its owner/partner anywhere in India. It is certified that I/We have read and understood the terms and conditions of this Tender and will abide by them till the completion of the contract period.

Dated:

Place:

(Signature of Proprietor)

Seal of the firm/Agency

Rates for Annual Rate Contract for Supply of Stationery items to IIT Jodhpur

1. Name and address of the Company/Firm/ Agency:

2. Rates quoted for Stationery items:

<i>S. No.</i>	<i>Item Description</i>	<i>Brand</i>	<i>Rate (including tax)</i>
1	All Pin (Stainless Steel)	Superior Quality	
2	Binder Clip 12mm	Superior Quality	
3	Binder Clip 19mm	Superior Quality	
4	Binder Clip 32mm	Superior Quality	
5	Binder Clip 41mm	Superior Quality	
6	Binder Clip 51mm	Superior Quality	
7	Binding/Packing brown Tape (48 mm x 65 mtr.)	Superior Quality	
8	Black Board Duster (Wooden)	Superior Quality	
9	Board Pin (Fibre Top)	Superior Quality	
10	Board Pin Brass (ThumbPin)	Superior Quality	
11	Box File (Index File)	Superior Quality	
12	Brown Paper Sheet	Superior Quality	
13	Business Card Holder Cover-120 cards holding capacity with Index A4 Size	Superior Quality	
14	Business Card Holder Cover-240 cards holding capacity with Index A4 Size	Superior Quality	
15	Business Card Holder Cover-500 cards holding capacity with Index A4 Size	Superior Quality	
16	Calculator 08 digit	Citizen/Casio/Sharp	
17	Calculator 12 digit Big	Citizen/Casio/Sharp	
18	Calculator Scientific Type Standard size	Citizen/Casio/Sharp	
19	Carbon Paper (Blue A-4 Size)	Kores	
20	Carbon Paper Box Multi Copy	Kores	
21	Card Board (Gatta) Sheets A-0 Size	Superior Quality	
22	Card Sheet Different Colours (Chart Papers) Thick	Superior Quality	
23	Cell - AA size 1.5 volts (Pair-pack of 2 cells)	Duracell	
24	Cell - AAA size 1.5 volts (Pair-pack of 2 cells)	Duracell	
25	Cell - Big size 1.5 Volts (Pair-pack of 2 Cells)	Duracell	
26	Cello tape (big) tixc-12 mm x 65 mtr.	Superior Quality	
27	Cello tape (Small) Tixo-12mm x 9 mtr.	Superior Quality	
28	Cello Tape ½ inch (15Mtr)	Superior Quality	
29	Cello Tape 1 inch (15 Mtr)	Superior Quality	
30	Cello Tape 2 inch (30 Mtr)	Superior Quality	
31	Cello Tape 2", 65 Mtr	Superior Quality	
32	Coloured flag plastic quoted	Superior Quality	
33	Coloured flag (oddy re-stick notes 1x3	Superior Quality	

	inch/140 sheet)		
34	Cello Tape Dispenser (Small)	Superior Quality	
35	Cello Tape Dispenser (Delux)	Superior Quality	
36	Cello Tape Large 2" Brown/White	Superior Quality	
37	Chalk -Colour (Dust free)	Apsara	
38	Chalk White (Dust free)	Apsara	
39	Clip Board Plastic	Superior Quality	
40	Clip Folder	Superior Quality	
41	Cloth binding envelops 11x5 (Pack of 100)	Superior Quality	
42	Cobra File	Superior Quality	
43	Computer CD folder	Superior Quality	
44	Computer CD Mailer (Pack of 50)	Superior Quality	
45	Computer CD Re-writable (Pack of 50)	Superior Quality	
46	Computer CD with plastic case (Pack of 50)	Superior Quality	
47	Computer DVD writable (Pack of 50 Nos.)	Superior Quality	
48	Computer DVD-R with cover (Pack of 50 Nos.)	Superior Quality	
49	Computer Pen Drive 02 GB	Sandisk/ HP/ Kingston/ SONY/ Moserbear	
50	Computer Pen Drive 04 GB	Sandisk/ HP/ Kingston/ SONY/ Moserbear	
51	Computer Pen Drive 08 GB	Sandisk/ HP/ Kingston/ SONY/ Moserbear	
52	Computer Pen Drive 16 GB	Sandisk/ HP/ Kingston/ SONY/ Moserbear	
53	Computer Pen Drive 32 GB	Sandisk/ HP/ Kingston/ SONY/ Moserbear	
54	Dak Pad	Superior Quality	
55	Dustbin (wit lid spandle)	Superior Quality	
56	Dustbin (small) plastic	Superior Quality	
57	Dater cum Serial No. Machine (ink Type)	Superior Quality	
58	Desk Calendars	Superior Quality	
59	Display File A-4 size - 20 Pocket	Superior Quality	
60	Display File A-4 size - 40 Pocket	Superior Quality	
61	Double Sided Tape 1" width X 15 Mtr.	Superior Quality	
62	Double Sided Tape 2" width X 15 Mtr.	Superior Quality	
63	Drawing Sheet A-0 Size (Pack of 50 Sheets)	Superior Quality	
64	Drawing Sheet A-3 Size (Pack of 50 Sheets)	Superior Quality	
65	Envelope 10" x 12" Laminated (Pack of 100 Nos.)	Superior Quality	
66	Envelope 4½" x 3" (Pack of 100 Nos.)	Superior Quality	
67	Envelope 6" x 3½" (Pack of 100 Nos.)	Superior Quality	
68	Envelope 9" x 4" Self Stick Tape (Pack of 100 Nos.)	Superior Quality	
69	Envelope 9" x 4" window (Pack of 100 Nos.)	Superior Quality	
70	Envelope cloth lined 10" x 8" Laminated (Pack of 100 Nos.)	Superior Quality	
71	Envelope Plain 9" x 4" (Pack]	Superior Quality	
72	Envelope White inside laminated without printing of White Ballarpur Paper 130 GSM - Size 12" x 10" A4 (Pack of 100 Nos.)	Superior Quality	
73	Envelope white Window Cut, size 25.5cm x 11.5 cm, made of 70 GSM J.K.Maplitho	Superior Quality	

	paper with IIT Jodhpur logo & address printed (Pack of 100 Nos.)		
74	Envelope Yellow made of 105 GSM sheet, inside laminated with fine quality cloth zali - size 30cm x 25cm, printed with IIT Jodhpur Logo and address (A-4 size) (Pack of 100 Nos.)	Superior Quality	
75	Envelope Yellow made of 105 GSM sheet, inside laminated with fine quality cloth zali - size 40cm x 30cm, printed with IIT jodhpur Logo and address A-3 size) (Pack of 100 Nos.)	Superior Quality	
76	Eraser (Pack of 20 Nos.) (dust free)	Apsara	
77	Executive Bond Paper 70 GSM (Pack of 100 Sheets)	Superior Quality	
78	Fevi quick	Superior Quality	
79	Fevi stick 15 gm.	Superior Quality	
80	Fevicol 30gm	Superior Quality	
81	File cliips	Superior Quality	
82	File - Index File with Kangaroo Clip of hard card board of 4 mm thickness with paper binding with stopper and printed with IIT Jodhpur Logo & address in Hindi & English - F/S size	Superior Quality	
83	File - Lever Lock index File with Kangaroo Clip of Hard Card Board with Full Rexene Binding in Blue or Black colour Rexene with Stopper and printed with IIT Jodhpur Logo & address in Hindi & English - F/S size	Superior Quality	
84	File - Plastic File Cover A- 4 size ('L' type) laminate plastic sheet 0.35 mm and Morocco 0.15 mm sheet with half transparent pocket inside and with flap and provision to place visiting card on top (As per sample)	Superior Quality	
85	File - Plastic File Cover A- 4 size of laminate plastic sheet 0.35 mm and Morocco 0.15 mm sheet with half transparent pocket inside and with plastic clip for filing duly printed with IIT Jodhpur logo and address in Hindi and English (As per sample)	Superior Quality	
86	File - Ring file of 1" 2D Ring of superior quality with stopper in White/Grey colour - Full rexine binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .	Superior Quality	
87	File - Ring file of 1.5" 2D Ring of superior quality with stopper in White/Grey colour - Full rexine binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .	Superior Quality	
88	File - Ring file of 2" 2D Ring of superior quality with stopper in White/Grey colour - Full Rexene binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .	Superior Quality	
89	File - Ring file of 2.5" 2D Ring of superior	Superior Quality	

	quality with stopper in White/Grey colour - Full Rexene binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .		
90	File - Ring file of 3" 2D Ring of superior quality with stopper in White/Grey colour - Full Rexene binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .	Superior Quality	
91	File - Ring file of 3.5" 2D Ring of superior quality with stopper in White/Grey colour - Full Rexene binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .	Superior Quality	
92	File - Ring file of 4" 2D Ring of superior quality with stopper in White/Grey colour - Full Rexene binding on hard clear pocket and full clear pocket on top cover & on the edge with Stopper -A4 size (Special quality) .	Superior Quality	
93	File - Ring file of 4.5" 2D Ring of superior quality with stopper in White/Grey colour - Full Rexene binding on hard board, inside one half clear pocket and full clear pocket on top cover & on the edge with Stopper - A4 size (Special quality) .	Superior Quality	
94	File cover with IIT jodhpur Mono & Matter (with cobra spring)	Superior Quality	
95	File cover with IIT jodhpur Mono & Matter (without cobra spring)	Superior Quality	
96	File Flaps	Superior Quality	
97	File Pad (Standard type with file papers holding arrangement)	Superior Quality	
98	Gems Clip (Plastic coated)	Superior Quality	
99	Gems Clip (Stainless Steel)	Superior Quality	
100	Glossy Paper (A-4 Size) 120 GSM (Pack of 50 Sheets)	Superior Quality	
101	Glue stick -15 Gram	Kores/Fevi	
102	Glue Stick 8 Gram	Kores/Fevi	
103	Gum tube	Kores/Camel	
104	Gum Bottle 150 ml	Kores/Camel	
105	Gum Bottle 300 ml	Kores/Camel	
106	Gum Bottle 700 ml	Kores/Camel	
107	Highlighter	Faber Castell/Camlin	
108	Key Chain	Superior Quality	
109	Leaf Folder	Superior Quality	
110	Lock (3 Lever)with 4 Keys	Superior Quality	
111	Lock (4 Lever) with 4 Keys	Superior Quality	
112	Lock (7 Lever)with 4 Keys	Superior Quality	
113	Note sheet pad (Green Ledger Paper) 100 sheet 75gsm (Size 12½" x8 ½")	Superior Quality	
114	Note Sheet Pad (Green Ledger Paper) F/S Size 100 Sheet	Superior Quality	

115	Note Sheet Pad (small) 50 Sheet	Superior Quality	
116	Pen Stand spl.Quality with Four pens	Superior Quality	
117	Page Markers (1"X3") 50X3 Colour	Superior Quality	
118	Paper Cutter Blade of 1.8 Cm	Superior Quality	
119	Paper Cutter Plastic with 1.8 cm wide Blade push button one Touch	Superior Quality	
120	Paper Cutter Steel with 1.8 cm wide Blade push button one Touch	Superior Quality	
121	Paper Tray	Superior Quality	
122	Paper Tray 2-tier (plastic net)	Superior Quality	
123	Paper Tray 3-tier (plastic net)	Superior Quality	
124	Paper Weight (Flowery)	Superior Quality	
125	Paper weight square Shape	Superior Quality	
126	Paper weight(Cube type)	Superior Quality	
127	Pen Refill Jotter pen (Pack of 12 Nos.)	Flair/Cello/Montex/Reynolds	
128	Pen Refill for Ball Pen Ordinary (Pack of 12 Nos.)	Flair/Cello/Montex/Reynolds	
129	Pen Sketch pen (Set of 12 Colours Sketch Pen in 1 Packets.)	Luxur/Camlin/Faber Castell	
130	Pen (Blue/Black/Green/Red) (Good Quality Gel Type) (Pack of 10 Nos.)	Flair/Cello/Montex/Reynolds	
131	Pen Refill for Gel Pen (Pack of 12 Nos.)	Flair/Cello/Montex/Reynolds	
132	Pen Ball Pen (Black/Blue/Green/Red)	Parkar	
133	Pen Ball Pen (Black/Blue/Green/Red) (Pack of 10 Nos.)	Parkar	
134	Pen Board Pen Fiber Top	Superior Quality	
135	Pen Correcting Fluid Pen (Whitener/Correcting Fluid) 15 ml	Kores	
136	Pen Correcting Fluid Pen (Whitener/Correcting Fluid) 20 ml	Kores	
137	Pen High Lighter Pen set (Different Colours) (Pack of 5 Pens)	Luxur/Fabercastle/Rynold	
138	Pen Laser Light Pen for Presentation (Red / Green/ Blue Light beam)	Superior Quality	
139	pen gripper	Cello	
140	Pencil	Natraj/Reynolds/ Apsara	
141	Pencil H.B. Black (10 Nos. in 1 Packets)	Natraj/Reynolds 432HB/ Apsara	
142	Pencil H.B.(10 Nos. in 1 Packets)	Natraj/Reynolds/ Apsara	
143	Pencil Sharpener (20 Nos. in 1 Packets)	Natraj/Reynolds/ Apsara	
144	Pencil Shorthand (10 Nos. in 1 Packets)	Natraj/Reynolds/ Apsara	
145	Pencil Soft/ Assorted H.B.(10 Nos. in 1 Packets)	Natraj/Reynolds/ Apsara	
146	Peon cum Dak book - 60 Gsm (Orient paper) 4 Quire	Superior Quality	
147	Permanent Marker (General Type)	Camlin/Luxur/ Raynold	
148	Permanent Marker (OHP & CD) BP-30	Camlin/Luxur/ Raynold	
149	Permanent Marker Pen Bold Fibre Tip	Camlin/Luxur/ Raynold	
150	Photo paper high glossy (oddy/hpg-210/ A-4 size/210 GSM)	Superior Quality	
151	Photo paper matt glossy (oddy/hpg-264/ A-4 size/264 GSM)	Superior Quality	
152	Photo Stat Paper (A-4 Size) - 75 Gsm	Century/JK	

153	Photo Stat Paper (F/S Size) - 75 Gsm	Century/JK	
154	Photocopy Paper (A-3 Size) -75 Gsm	Century/JK	
155	Pilot Pen (Hi-tech 0.5) (Blue, Black, Green & Red) (Pack of 10 Pens)	Pilot	
156	Pilot pen ink (Blue, Black, Green & Red) 10 ml.	Pilot	
157	Pin Cushion	Superior Quality	
158	Plastic cover for keeping A-4 Size Envelope	Superior Quality	
159	Plastic File folder (Transparent, L- type)	Superior Quality	
160	Plastic String folder (F/S Size) Coloured with corner	Superior Quality	
161	Plastic Sutlee Bundle (100 Mtr.)	Superior Quality	
162	Post It Pad 1" x 3" (Tricolour)	Superior Quality	
163	Post It Pad 3"x3" (Tricolour)	Superior Quality	
164	Post It Pad(Single Colour 75 mm X75 mm)	Superior Quality	
165	Punch Machine Big Size Industrial/Office Use type	Superior Quality	
166	Punch Machine DP 480 (Double Hole punch)	Kangaroo	
167	Punch Machine DP 600 (Double Hole Punch)	Kangaroo	
168	Punching Machine SHP 20 (Single Hole)	Kangaroo	
169	Refillable ink for marker (50 ml)	Achiever/Montex/Reynolds	
170	Register Despatch Dak Long Book Type (10 Quire- made of 60 GSM Orient Paper)	Superior Quality	
171	Register Despatch Dak Long Book Type (6 Quire - made of 60 GSM Orient Paper)	Superior Quality	
172	Register Despatch Dak Long Book Type (8 Quire - made of 60 GSM Orient paper)	Superior quality	
173	Register Inward Dak Long Book Type (10 Quire - made of 60 GSM Orient	Superior quality	
174	Register Inward Dak Long Book Type (6 Quire -made of 60 Gsm Orient Paper)	Superior quality	
175	Register Inward Dak Long Type (8 Quire - made of 60 GSM Orient Paper)	Superior quality	
176	Register Ruled Ordinary Long Type 2 Quire	Superior quality	
177	Register Ruled Ordinary Long Type 3 Quire	Superior quality	
178	Register Ruled Ordinary Long Type 4 Quire	Superior quality	
179	Register Ruled Ordinary Long Type 6 Quire	Superior quality	
180	Register Ruled Ordinary Long Type 8 Quire	Superior quality	
181	Register Stock Ledger (03 Quire - made of 60 GSM Orient Paper)	Superior quality	
182	Register Stock Ledger (06 Quire - made of 60 GSM Orient Paper)	Superior quality	
183	Register Stock Ledger Long Type (08 Quire - made of 60 GSM Orient Paper)	Superior quality	
184	Ring Binder folder	Superior Quality	
185	Rubber Band (Medium Size) Pack of 500 Gram	Superior quality	
186	Rubber Band (Big size) Pack of 500 Gram	Superior quality	
187	Rubber Bands (Small Size) Pack of 500 Gram	Superior quality	
188	Scale (Plastic) 24"	Omega/Camel/Sharp	
189	Scale (Plastic) 12"	Omega/Camel/Sharp	

190	Scale (Steel) 12"	Omega/Camel/Sharp	
191	Scale (Wooden) 24"	Omega/Camel/Sharp	
192	Scissor 6"	Superior Quality	
193	Scissor 8"	Superior Quality	
194	Scissor 9"	Superior Quality	
195	Scissor Heavy Duty	Superior Quality	
196	Sealing Wax (Pack of 6 Wax Sticks)	Superior Quality	
197	Self Ink pad	Superior Quality	
198	Separator (Paper - A-4 Size) - Set of 1-10 Different Coloured Sheets	Superior Quality	
199	Separator (Plastic sheet - A-4 Size) - Set of 1-10 Different Coloured Sheets	Superior Quality	
200	Spiral Binding Plastic sheet Front & Back Set (A-3 Size) 100 Sheets Packet	Superior Quality	
201	Spiral Binding Plastic sheet Front & Back Set (A-4 Size) 100 Sheet Packet	Superior Quality	
202	Spiral Comb 10 mm	Superior Quality	
203	Spiral Comb 14 mm	Superior Quality	
204	Spiral Comb 28 mm	Superior Quality	
205	Spiral Comb 32 mm	Superior Quality	
206	Spiral Type Writing Pad (Size 5½"x 8½") (100 Pages)	Superior Quality	
207	Spiral Type Writing Pad A-4 size Pad (40 pages)	Superior Quality	
208	Stapler (Kangaroo) HD- 10 small size	Kangaroo	
209	Stapler (Kangaroo) HD- 45 Big size	Kangaroo	
210	Stapler Machine Large No. 555	Kangaroo	
211	Stapler Pin (heavy duty) (No.23/15)	Kangaroo	
212	Stapler Pin 10 No.	Superior Quality	
213	Stapler Pin 24/6 No	Superior Quality	
214	Stepler Machine for Book Stepling (Industrial Type)	Superior Quality	
215	Stepler Machine Pins	Superior Quality	
216	Tag (Big) Nilon-24" (100 Nos.in 1 bundle)	Superior Quality	
217	Tag (Small) Nilon-8" (100 Nos. in 1 bundle)	Superior Quality	
218	Tag Bundle 12" (Green) (100 Nos. in 1 bundle)	Superior Quality	
219	Tag Bundle 8" (White) (100 Nos. in 1 bundle)	Superior Quality	
220	Tag File Cover	Superior Quality	
221	Thermacol Sheet (Standard Size)	Superior Quality	
222	Torch (Cell Operated) Medium Size	Superior Quality	
223	Torch LED Light Type (Electric Chargable) Big	Superior Quality	
224	Torch LED Light Type (Electric Chargable) Medium	Superior Quality	
225	Transparancy - 100 Micron OHP Transparency Sheet A-4 size (Pack of 100 Sheet)	Superior Quality	
226	Transparancy - 175 Micron OHP Transparency Sheet A-4 size (Pack of 100 Sheet)	Superior Quality	
227	Transparency sheet 175 micron) for spiral binding (Pack of 100 sheet)	Superior Quality	

228	Transparent Sheet Roll (Big Size)	Superior Quality	
229	Transparent Tape 25 mm	Superior Quality	
230	White board Magnetic Duster.	Superior Quality	
231	White Board Marker	Superior Quality	
232	Wrapping Paper (Pack of 12 Nos. of Sheets in Different Colours)	Superior Quality	
233	Writing Pad (15x23 cm) 60 Gsm with AIIMS Mono (100 Pages)	Superior Quality	
234	Writing Pad (Size 5½"x8½") 60 GSM (100 Pages)	Superior Quality	
235	Writing Pad (Spiral Type) A-4 Size 60 GSM (100 Pages)	Superior Quality	

(Signature of Proprietor)

Seal of the firm/ Agency

Rates for Annual Rate Contract for Supply of Printer Cartridges to IIT Jodhpur

Important: Only those firms are eligible to bid for the supply of Printer Cartridges that have specific authorization from HP for the supply of HP brand consumables.

1. Name and address of the Company/Firm/Agency:

2. Rates quoted for Printer Cartridges (new). Firms should also quote the maximum discount on new cartridge (on the mentioned cost of column no.2) on the basis of returning empty toner/cartridges (of any toner/cartridge number) by IIT Jodhpur:

	1	2	3	4
S. No.	<i>Description of Cartridge</i>	<i>Quoted rate/unit (including tax) (for new Cartridge)</i>	<i>Quoted maximum discount on new cartridge (on the mentioned cost of column no.2) on the basis of returning empty toner/cartridges (of any toner/cartridge number)by IITJ</i>	<i>Cost for refilling cartridge</i>
1.	HP 88A			
2.	HP 678 Black Ink			
3.	HP 678 Tri Color Ink			
4.	HP 12A			
5.	HP 05A			
6.	HP 4 Colour HP 126A Multipack			
7.	HP 78A			
8.	Black Ink HP 685			
9.	Cyan Ink HP 685			
10.	Magenta Ink HP 685			
11.	Yellow Ink HP 685			