

**BERHAMPUR MUNICIPAL CORPORATION, BERHAMPUR**

No 3147 /A-12-I-1/2018

Dt 13-3-2018

**QUOTATION CALL NOTICE FOR SUPPLY OF STATIONERY ARTICLES DURING FOR THE YEAR  
THE YEAR 2018-2019**

Sealed quotations are invited from the intending bidders by the undersigned for supply of stationery articles for the financial year 2018-19 according to requirement for time to time. The terms conditions of supply along with list of required items can be downloaded from our official web site i.e www.berhampur.gov.in from dt. 14.3.2018 to dt 24.3.2018.

The quotationers are to deposit a sum of Rs.2000/- (Rupees Two thousand) only for printing tender as E.M.D.in shape of Bank Draft or deposit in Municipal Treasury and the challon No and date are mentioned in the tender. The latest GST, and I.T clearance certificate Xerox copies along with sample towards stationery articles should be enclosed in the quotations. The same will be received by Speed post/Regd. Post by dt. 24.3.18 and will be opened on dt 31.3.18 at 4.P.M. The quotationers or their authorized agents may be present at the time opening of the quotation. No quotation will be accepted without clearance certificate copies, deposit of E.M.D.

The rates of each of the items should be mentioned both in figures and words on their letter pad which should be inclusive of all taxes and for office delivery.

The authority reserve the right to reject any or all quotations without assigning any reasons thereof.

  
Commissioner,

Berhampur Municipal Corporation.

Memo No 3148/

Date. 13-3-2018

Copy submitted Sub-Collector, Berhampur/Tahasildar, Berhampur/Inspector of schools, Ganjam Circles, Berhampur/DI of schools Berhampur for information.

  
Commissioner,

Berhampur Municipal Corporation

Mem No 3149/

Date. 13-3-2018

Copy to Director ,I & PR Govt.of Odissa ,Bhubaneswar with a request to publish the above matter in two Oriya Daily for wide publication and furnish the bill for payment.


  
Commissioner,

Berhampur Municipal Corporation

Memo No. 3150 /

Date 13-3-2018

Copy to Steno to Mayor/P.A to Commissioner/Chief Finance Officer/Dy.Secretary/Executive Engineer/H.A(Gen)/D.A.Deposit Clerk/Receiving Clerk/Office Notice board and intending bidders for information and necessary action.

  
Commissioner,

Berhampur Municipal Corporation

**OFFICE STATIONERIES BERHAMPUR MUNICIPAL CORPORATION**

Sl.No	Description of stationeries	Specific of goods	Rate per
1	Allpin packets (Bell)	Stick pin 100 Grams	Per packet
2	Allpin Stand 4"size	Plastic	Per each
3	Bound Book ½ F.S No-1	90 pages	-do-
4	Bound Book ½ F.S No-2	170 pages	-do-
5	Bound book ½ F.SNo-3	260 pages	-do-
6	Bound book 1/2 F.SNo-4	360 pages	-do-
7	Bound book 1/2F.S No-5	450 pages	-do-
8	Bound Book ½ F.SNo-2	160 pages	-do-
9	Bound book 1/4 F.S No-3	260 pages	-do-
10	Bound Book 1/4 F.S No-4	360 pages	-do-
11	Bound Book ¼ F.S No-5	450 pages	-do-
12	Cotton Tape ¼ Length	8 Mtrs.	-do-
13	Cover paper sheet	Green colored (500 sheet) Ream)	Per Ream
14	Cover file pad ½ full size	Plastic quoted	Per each
15	Copier paper	J.K. A-4 size (Red packet)	Per packet
16	Copier paper pkt.	J.K. A-3 size (Red packet)	Per pkt.
17	Copier paper pkt.	J.K A-2 size (Red packet)	Per pkt.
18	Double side carbon Pkt.	Blue (Kores)	Per pkt.
19	Envelop	10"x4" colored	Per 1000 sheet
20	Errazix (white ink correction pen 7 ML)	Kores (Smart correct)	Per each
21	File pad ½ full size	Canvas flap	Per each
22	Gum Bottle	Kores/camel	Per each
23	Guard file ½ Full size 100 inner flap	100 inner flap	Per each
24	Kantani 5"	Plastic handle	Per each
25	Knife	Plastic handel	Per each
26	Leather Bound Book ½ full size No-2	160 pages	Per each
27	Leather Bound Book 1/2 F.S full size No-3	260 pages	Per each
28	Leather Bound Book ½ full size No-4	360 pages	Per each
29	Leather Bound Book ½ full size No-5	450 pages	Per each
30	Lock & Key	Mobaj /Link (No-43)	Per each

31	Rubber Band	100 in pkt	Per pkt.
32	Gum Bottle 150 ML	Kores/camel	Per each
33	Stamp pad Box (Big size)	156x96 M.M. (camel)	Per each
34	Stamp pad Box (Medium)	Medium size	Per each
35	Stamp pad ink bottle 30 ML	Oxford	Per each
36	Stapler punch (Big (Kangaru HP)	Big size	Per each
37	Stapler punch (Medium)	Medium size	Per each
38	Stapler pin No-10	For above big size stapler punch	Per pkt.
39	Stapler pin	No-10 (Rosco) for above Medium stapler	Per pkt.
40	Short hand pencil	Natraj /Apsara	Per each
41	Shorthand note book	Oxford	Per each
42	Pencil carbon pkt. one side	Black & Blue (Kores )	Per pkt.
43	Table pad	Hard Board	Per each
44	Tax bundle 6" length (cotton)	50 tags in bundle	Per bundle
45	White paper (500 sheet)	Emami paper DFS 6.5 size 39x63 CMS	Per Ream
46	Water sponge Box	Plastic	Per each
47	Wooden roll stick	20"Length	Per each
48	Paper clip 4"	Plastic	Per each
49	Paper weight	Plastic	Per each
50	File flag	5 colours	Per each
51	Arch file (Oxford)		Per each
52	Punching machine		Per each
53	Cello tap	One ench	Per each
54	High Lighter	Camlin	Per each
55	Note book	Oxford	Per each
56	Calculator	Orpat (Middle size)	Per each