



भाकृअनुप - केन्द्रीय बारानी कृषि अनुसन्धान संस्थान

ICAR - Central Research Institute for Dryland Agriculture

संतोषनगर, सैदाबाद-पोस्ट हैदराबाद ५०००५९ Santoshnagar, Saidabad P.O. Hyderabad 500 059
040-24530161,24530163,24530224 Fax:040-24531802 www.crida.in Email : stores@crida.in



F.No.2-1/(2)/2015/ ST

Date:29.08.2015

To

Sub: Quotation is invited for supply of Stationery items.

Dear Sir (s),

Quotations are invited for Stationery items as below:

Sl No	Description of Items required	Qty	Make & Model Offered	Rate INR each	Amount INR
	ANNEXURE -I copy enclosed		As per list enclosed		

TERMS & CONDITIONS

- 1) The last date for submission of quotation is on or before 28-09-2015. Rates offered shall be F.O.R. CRIDA, Hyderabad
- 2) Quotations should be sent by post only in a sealed cover addressed to the Director, Central Research Institute for Dry land Agriculture, Santoshnagar, Saidabad Post, Hyderabad - 500 059. The cover containing quotation should invariably be super scribed. The quotations in person by hand will not be accepted.
 - a) Enquiry F.No. 2-1/(2)/2015/ST
 - b) Due on 28-09-2015
- 3) For supply of Stationery items
- 4) The quotation should remain open for acceptance for a period of 90 days from the date (due date)
- 5) Bid security (EMD) . The quotation should accompany with a bid security of Rs. 2500/- (Rupees Two thousand Five hundred only) in favour of "ICAR unit A/c, CRIDA, Hyderabad " in the form of Demand draft. The prescribed bid security will be returned to the unsuccessful bidders . The bid security in the case of successful bidder will be returned only after the completion of warranty /Guarantee period.
- 6) No advance payment/delivery against payment is permissible. However, the payment shall be arranged in 10 days from the date of submission of pre-receipted bill in triplicate along with stores.
- 7) The rates quoted should be net payable for each item for delivery at the Institute at the address given above (inclusive of all taxes, packing, forwarding, transport, insurance and excluding rebate/discount etc.)
- 8) This Institute is not in a position to supply any ' D ' or 'C' forms.
- 9) While quoting the rates please mention the following:
 - Approximate time for supply of stores from the date of placing order.
 - Guarantee/Warranty/Expiry period
 - In case you have got any rate contract with the DGS&D, the same may be indicated
 - Any other condition

Quotation which do not conform to the above terms and conditions will not be considered. The Director, Central Research Institute for Dryland Agriculture, reserves the right to accept or reject any or all quotations without assigning any reasons thereof.

Yours Sincerely

(Er C V K N Rao)

Stores and Purchase Officer

Web Site: www.crida.in Email: stores@crida.in Phone:(040) 24530161, 24532077, 24532243, 2452265,24530157,24532099,24532577 Fax No. 91-040- 24531802



**CENTRAL RESEARCH INSTITUTE FOR DRYLAND AGRICULTURE
SANTOSH NAGAR, SAIDABAD, HYDERABAD- 59**



Corrigendum of Stationary items

S. No	Particulars (Stationary)	Quantity		Specifications Make/brand	Unit Price	Total Price	Sales Tax/Vat	Total Amount
1	File Covers (with printing of CRIDA name and logo) as per sample	5000	Nos	31 kg board				
2	File Boards with file flap and binders	5000	Nos	Sona Regular/ equivalent				
3	a) Transparent Plastic Folders (with printing of CRIDA): A4 thick /wt	2000	Nos	350 micrones				
	b) Moraco thick Plastic Folders (with printing of CRIDA): A4 thick /wt	2000	Nos	--				
4	File Tags : Good quality cotton with both sides Equal tag	500	Bundles	Selum/ Equivalent				
5	Ball Pens (Blue) General Purpose	100	Pkts	Montex hyspeed/ Cello Teckno tip, Reynold jetter				
6	Gel Pens (Blue) Good Quality	100	Pkts	Reynolds Trimax , Montex - Glider, or similar quality				
7	Gel Pens (Blue) Superior quality	75	Pkts	Add gel - Achiever/ Mitsubeshi - Micro UB 150 / Uni Ball I, UB 150 , Eye				
8	Ball pen/ Roller pen (Blue) Extra Superior Quality	20	Pkts	Cross / Parker, Sheaffer, Pericardin				
9	Ball pens (Red) General Purpose	10	Pkts	Montex hyspeed/ Cello Teckno tip, Reynold jetter				
10	Pencils	200	Boxes	Camel / Natraj/ Apsara				
11	Erasers	500	Nos	Apsara / Natraj				
12	Sharpeners	500	Nos	Apsara /Natraj				
13	Glue Sticks ; Fevistick 20g, 8 g	500	Nos	Fevistick /Kores 8 g and 20 g				
14	Gem Clips	200	Boxes	Bell/ Lion				
15	Staplers Small	100	Nos	Kangaroo -No-10/ Equivalent				
16	Staplers big	300	Nos	Kangaroo - No- 24/6/ Equivalent				
17	Staplers pins small	200	Nos	Kangaroo No-10 / Equivalent				
18	Stapler pins Big	200	Nos	24/6 Kangaroo/ Equivalent				
19	Marker Pens OHP	200	Nos	Camel/ Luxor				
20	White Board Duster	40	Nos	Camel / Luxor				
21	White fluid pen	100	Nos	Kores / Camel/ Cello				
22	Scale (plastic)	200	Nos	Camel, Natraj				
23	Scribbling pad 1/8 with CRIDA name & Logo 50 pages	1000	Nos					
24	Scribbling pad 1/4 size with CRIDA name & Logo 50 pages	200	Nos					
25	Binding clips 25 mm & 10 mm	200	Nos each	Music-C				
26	Binding Big 50 mm	200	Nos	Music-C				
27	Photo glass paper 100 Sheets OHP	20	Pkts	OHP film Desmat / Garware				
28	Spirals All sizes	200	Nos each					
29	Transparency sheets	40	Pkts	Desmat - Garware				
30	A-4 size Green cloth covers with CRIDA name & logo	5000	Nos	A4 Sona regular/ /Equivalent				
31	Colour stick pads (Post it pads) Red , Yellow and Green	75	Pkts	Paper flag- 3 M - Note it				
32	Yellow stick pad	50	Nos	Post - It 3x3 , 4x3 postick Note - It				
33	White Envelops "23 x10" with CRIDA Address and Logo	1000	Nos					
34	White Envelops 25x11 cms with CRIDA Address and Logo	5000	Nos					
35	Highlight pens (Yellow, Pink, Green)	100	Nos	Camel, Luxor				
36	Paper Weights	250	Nos	Glass				
37	A-3 Size Xerox Papers 80 GSM	50	Reams	Jk , Xerox				
38	Full Size Xerox papers 80 GSM	50	Reams	Jk - Xerox				
39	Single punch	50	Nos	Kangaroo/ equivalent				
40	White Board Marker pen	100	Nos	Camel, Luxor, Reynolds				
41	Scales "36" wooden	20	Nos					
42	Dac Pads/Others with CRIDA Address and Logo	200	Nos	Lamination				
43	Data Records Book with CRIDA Address and Logo	500	Nos					
44	Register 1 quire 2 quire 3 quire 4 quire	200 100 200 100	Nos Nos Nos Nos	Rising sun / capital				
45	Notice Board Pins	50	packets	Mapping pin				
46	Pens Permanent marker	60	Nos each	Camelin/ Luxor, reynolds				
47	Stamp Pad & Ink	50	Nos each	Ashoka, camel				
48	Ink jet Photo Paper High resolution A-4 - 50 sheets 150 GSM	20	reams					
49	Letter head with CRIDA address logo	100	pads	REB- 85 GSM A4				

M/2191

(Er C V K N Rao)
Stores & Purchase Officer