



भाकृअनुप - केन्द्रीय बारानी कृषि अनुसन्धान संस्थान

ICAR - Central Research Institute for Dryland Agriculture

संतोषनगर, सादबाद-पोस्ट हैदराबाद Santoshnagar, Saidabad P.O. Hyderabad 500 059

040-24530161, 24530163, 24530224 Fax: 040-24531802 www.crida.in Email : stores@crida.in



Date: 09.11.2016

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

Sub: Quotation is invited for supply of stationery items-Reg.

Dear Sir (s),

Quotations are invited for following items cited below:

S. No	Description of items required	Qty	Make & Model offered	Rate INR each	Account INR
1	ANNEXURE-I copy enclosed			As per list enclosed	

TERMS & CONDITIONS

- The last date for submission of quotation is on or before **07-12-2016**. Rates offered shall be F.O.R. CRIDA, Hyderabad
- 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.
 - Enquiry F. No: 2-1/(2)/2015/ST**
 - Due on 07-12-2016**
 - For supply of Stationary items**
- The quotation should remain open for acceptance for a period of 90 days from the date (due date)
- An earnest money of **Rs. 10,000/- (Rupees Ten thousand only)** should be deposited in the form of Demand Draft / Banker's Cheque in favour of '**ICAR Unit - CRIDA**' payable at Hyderabad. The quotation will not be considered if earnest money is not deposited with the tenders.
- The earnest money would be refunded to all the unsuccessful bidders
- 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.
- 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.)
- This Institute is not in a position to supply any 'D' or 'C' forms.
- 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



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



Stationary items

S.N o	Particulars (Stationary)	Quantity		Specifications Make/brand	Unit Price	Total Price	Sales Tax/Vat	Total Amount
1	A4 Size 75 GSM Xerox paper	1000	Reams	Compatible with all laser and inkjet printers, Smudge free for sharper image, High capacity 75GSM paper, Printable on both sides, Wrinkle resistant, Long life, ideal for archival purpose, Watermarked for authenticity, Size:29.7X21, Noofsheets:500 Ream weight (kg): not less than 2.34, Colour: White				
2	A4 Size 100 GSM milky White paper	25	Reams	Compatible with all laser and inkjet printers, Smudge free for sharper image, High capacity 100GSM paper, Printable on both sides, Wrinkle resistant, Long life, ideal for archival purpose, Watermarked for authenticity Noofsheets:500 Ream weight (kg): not less than 2.9, Colour: Milky White				
3	A4 Size 85 GSM Xerox paper	400	Reams	Compatible with all laser and inkjet printers, Smudge free for sharper image, High capacity 85GSM paper, Printable on both sides, Wrinkle resistant, Long life, ideal for archival purpose, Watermarked for authenticity, Size:29.7X21, Noofsheets:500 Ream weight (kg): not less than 2.65, Colour: White				
4	Pen Drives 8 GB 16 GB 32 GB	50 150 50	Nos Nos Nos	HP, Sony, Sandisk 8 GB (Read 245MB-USB 3.0/2.1 compliant write 50MB/s)- Metallic , plastic 16 GB (Read 245MB-USB 3.0/2.3 compliant write 50MB/s)- Metallic , plastic 32 GB (Read 245MB-USB 3.0/2.1 compliant write up to 100MB/s)- Metallic , plastic				
5	External Hard Disk (2 TB)	10	Nos	Segate, Dell, HP 2 TB backup plus external hard disk USB 3.0 with 3 year warranty and with hard easy case				
6	File Covers (with printing of CRIDA name and logo) as per sample	2500	Nos	31 kg board				
7	File Boards with file flap and binders	2500	Nos	Sona Regular				
8	a) Transparent Plastic Folders (with printing of CRIDA): A4 thick /wt	3000	Nos	350 micrones				
	b) Moraco thick Plastic Folders (with printing of CRIDA): A4 thick /wt	1000	Nos	--				
9	File Tags : Good quality cotton with both sides Equal tag -100 Nos each bundle	100	Bundles	Selum/ Equivalent/ extra superior quality				
10	Ball Pens (Blue)(10 pens in each packet) General Purpose	325 packets	3250 Nos	Montex hyspeed/ Cello Teckno tip, Reynold jetter				
11	Gel Pens (Blue) (10 pens in each packet) Good Quality	175 packets	1750 Nos	Reynolds Trimax , Montex - Glider, or Superior quality				
12	Gel Pens (Blue) (10 pens in each packet) Superior quality	30 packets	300 Nos	Add gel - Achiever/ Mitsubesha - Micro UB 150 / Uni Ball I, UB 150 , Eye or superior quality				
13	Ink refills for above pen (10 pens in each packet)	30 packets	300 Nos					
14	Ball pens (Red , black, Green) General Purpose (10 x 20 packets=200 Nos each color)	200 Nos each color	600 pens	Montex hyspeed/ Cello Teckno tip, Reynolds jetter				
15	Note books Long Small	10 10	Nos Nos					
16	Pencils (10 x 1box)	150	Boxes	Camel / Natraj/ Apsara				
17	Erasers (20 x1 box)	70	Boxes	Apsara / Natraj				
18	Sharpeners (20 x 1 box)	70	Boxes	Apsara /Nataraj				
19	Fevistick 20g, (10 Nos in 1 box) 8 g (10 Nos in 1 box)	60 50	Boxes Boxes	Fevistick /Kores 8 g and 20 g				
20	Gem Clips (10 x 1 box) big size	70	Boxes	Bell/ Lion				
21	Staplers Small	100	Nos	Kangaroo -No-10/ Equivalent				

22	Staplers medium	15	Nos	Kangroo				
23	Staplers big (jumbo)	60	Nos	Kangaroo - No- 24/6/ Equivalent				
24	Staplers pins small (10 Nos x 1 box)	50	Boxes	Kangroo No-10 / Equivalent				
25	Stapler pins medium (10 Nos x 1 box)	25	Boxes	Kangroo				
26	Stapler pins Big (10 Nos x 1 box)	40	boxes	24/6 Kangroo/ Equivalent				
27	CD Marker Pens OHP Blue(10 Nos pens in one packet) Red(10 Nos pens in one packet) Green(10 Nos pens in one packet) black(10 Nos pens in one packet)	30 30 30 50	Packets Packets Packets Packets	Camel/ Luxor				
28	White Boards Size: 60 x 60 Size:90 x 90	10 10	Nos Nos	<ul style="list-style-type: none"> Light weighted The written material is quite presentable Good quality 				
29	White Board Duster	30	Nos	Camel / Luxor				
30	White fluid pen (10 Nos in One packet)	15	packets	Kores / Camel/ Cello				
31	Scale (wooden) 1mt	10	Nos	Camel, Natraj				
32	Scale (steel) 30cm	10	Nos	Camel, Natraj				
33	Scale (plastic) 15cm	400	Nos	Camel, Natraj				
34	Scribbling pad 1/4 size with CRIDA name & Logo 50 pages	200	Nos					
	Binding clips 25 mm (10 x 1 box) 10 mm (10 x 1 box)	20 65	Boxes Boxes	Music-C				
35	32 mm (10 x 1 box)	40	Boxes					
36	Binding clips 50 mm(10 x 1 box)	65	boxes	Music-C				
37	Transparency sheets (100 sheets in one packet)	50	Pkts	Desmat - Garware				
38	A-4 size Green cloth covers with CRIDA name & logo	6000	Nos	A4 Sona regular/ /Equivalent				
39	Color stick pads (Post it pads) (4 colors in one packet) Pink (25mm x 76mm), Yellow (25mm x 76mm) Green (25mm x 76mm), Orange (25mm x 76mm)	500	Pkts	Paper flag- 1x3 M - Note it				
40	Color stick pads (Post it pads) Yellow stick pad (Size.75 x 75 mm)	310	Nos	Post - It 3x3,postick				
41	Mosquito Hit Red hit Black hit	20 100	Nos Nos	Mortein				
42	White Envelops"23 x10" with CRIDA Address and Logo	5000	Nos					
43	White Envelops 25x11 cms with CRIDA Address and Logo	5000	Nos					
	Highlight pens Yellow Pink Green	100 100 100	Nos Nos Nos	Camel, Luxor				
44		50	Reams	No of sheets:500 Ream weight (kg): not less than 5.02 kg, Colour: White, Jk , Xerox				
45	A-3 Size Xerox Papers 80 GSM							
46	Single punch	110	Nos	Kangroo/ equivalent				
47	Paper double hole punch	10	Nos	Kangroo/ equivalent				
48	Pokers	100	Nos					
49	White Board Marker pen Black (10 Nos in One packet) Red (10 Nos in One packet) Green (10 Nos in One packet) blue(10 Nos in One packet)	20 10 10 10	packet packet packet packet	Camel, Luxor, Reynolds				
50	Data Records Book with CRIDA Address and Logo	1000	Nos					
	Register 1 quire 2 quire 3 quire 4 quire	200 100 200 100	Nos Nos Nos Nos	Rising sun / capital				
51								
52	Notice Board Pins	25	packets	Mapping pin				
53	Pens Permanent marker Black (10 Nos in One packet) Red (10 Nos in One packet) Green (10 Nos in One packet) blue(10 Nos in One packet)	65 65 65 65	Packet Packet Packet Packet	Camelin/ Luxor, Reynolds				
54	Stamp Pad Big Size	60	Nos	Ashoka, camel				
55	Stamp Ink refill (Blue)	60	Nos					
56	1) Ink jet glossy Photo Paper High resolution A-4 - 50 sheets 120 GSM superior quality 2) Ink jet glossy Photo Paper High resolution A-4 - 50 sheets 180 GSM superior quality	20 20	Reams Reams	Kodak, Desmat, oddy, Canon				
57	Letter head with CRIDA address logo	100	pads	REB- 85 GSM A4				
58	Cello tape Size:1/2 inch - Thickness 25mic to 38mic Size: 1 inch - Thickness 38mic to 60mic Size: 2 inch - Thickness 38mic to 90mic	200 200 200	Nos Nos Nos	<ul style="list-style-type: none"> Packing Cello Tape Strong Adhesive Self Adhesive Tape Bopp Tape 				
59	PVC color tapes Red Size:1/2 inch-Thickness-7mil (0.18mm) Size:1 inch- Thickness-7mil (0.18mm) Size:2 Inch- Thickness-7mil (0.18mm) Blue Size:1/2 inch - Thickness-7mil (0.18mm) Size:1 inch- Thickness-7mil (0.18mm) Size:2 Inch- Thickness-7mil (0.18mm)	100 100 100 100 100 100	Nos Nos Nos Nos Nos Nos	<ul style="list-style-type: none"> Flexible backing with rubber-based adhesive bonds, conforms, and seals even irregular surfaces. Each roll is individually shrink-wrapped to protect that roll until ready for use 				

	Brown Size:1/2 inch- Thickness-7mil (0.18mm) Size:1 inch- Thickness-7mil (0.18mm) Size:2 Inch- Thickness-7mil (0.18mm)	100 100 100	Nos Nos Nos					
	Green Size:1/2 inch- Thickness-7mil (0.18mm) Size:1 inch- Thickness-7mil (0.18mm) Size:2 Inch- Thickness-7mil (0.18mm)	100 100 100	Nos Nos Nos					
	Black Size:1/2 inch- Thickness-7mil (0.18mm) Size:1 inch- Thickness-7mil (0.18mm) Size:2 Inch- Thickness-7mil (0.18mm)	100 100 100	Nos Nos Nos					
60	Double Sided Adhesive Tape Size: 10mm x 3 mtr Size: 25mm x 3 mtr	100 100	Nos Nos	<ul style="list-style-type: none"> Permanent adhesion Good water-resistant finish Heat-resistant finish 				
61	Air Freshner	100	Nos	Air wick, Aer, Vi-john Room Freshener				
62	Good night advance machine with liquid	100	Nos	goodnight				
63	Refiller for above Good night advance	100	Nos	goodnight				
64	Note pads with CRIDA name & Logo 1/4th size (40 pages=1 pad) 1/6th size (40 pages =1 pad) 1/8th size(40 pages =1 pad)	1000 1000 1000	Pads Pads Pads	Scribbling pads(100 sheets per pad with top perforation of 1/8th size with good quality				
65	Scribbling pads 1/4th Size(40 pages =1 pad) 1/8th size(40 pages =1 pad)	1000 1000	Pads Pads					
66	Calculators 1) Medium size desktop calculators 2) Big size desktop calculators	10 10	Nos Nos	Casio, citizen, Orpat				
67	Scientific Calculators	10	Nos	Casio scientific calculator model Fx-100MS				
68	A4 size Plastic Folders color , Normal quality ,	100	Nos	<ul style="list-style-type: none"> PP material is more resistant to be scratched Water-proof, anti-corrosion, acid-proof and nontoxic Suitable to avoid misplacing and losing documents bag with snap button can protect the files from missing Light weight, save material, can be recycled use, good material to replace paper bags 				
69	A4 size Plastic Folders color , Superior quality	200	Nos					
70	A4 size Plastic Folders color , Extra Superior quality	200	Nos					
71	File A4 size bag snap button, Normal quality, Superior quality	100	Nos					
72	File A4 size bag snap button, Superior quality	200	Nos					
73	File A4 size bag snap button, Extra Superior quality	200	Nos					
74	File A4 Size bag net pocket, Normal quality,	100	Nos					
75	File A4 Size bag net pocket, Superior quality	200	Nos					
76	File A4 Size bag net pocket, Extra Superior quality	200	Nos					
77	A4 Storage Box Files	100	Nos	<ul style="list-style-type: none"> Designed to hold 500 sheets of 90 GSM foolscap paper. Lightweight pressboard construction. Large strong metal clip keeps your documents secure. 				
78	A4 files elastic band folders document paper storage	100	Nos					
79	A4 Color sprint paper (75 GSM) Pink (500 papers =1 ream) Yellow (500 papers =1 ream) Blue (500 papers =1 ream) Green (500 papers =1 ream)	10 10 10 10	Reams Reams Reams Reams	Ream weigh :2.3 kg Thickness 2mm				
80	Transparent A4 plastic PVC sheet for binding cover Pink (100 sheets =1 pkt) Yellow (100 sheets =1 pkt) Blue(100 sheets =1 pkt) Green(100 sheets =1 pkt)	50 50 50 50	Pkts Pkts Pkts Pkts	Thickness: 150 microns				
81	Legal paper A6	10	Reams					
82	Pen stand for desk (Executive)	200	Nos					
83	Pen stand with table calendar (Executive)	200	Nos					
84	Desk top Sponge case finger	20	Nos					
85	All pin	10	Boxes	Omex				


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