



Sadanlal Sanwaldas Khanna Degree College, Allahabad

(A Constituent College of the University of Allahabad)

Accredited 'A' grade by NAAC

Ref.

Date.....

Limited Tender Enquiry (LTE)

Dear Sir/s,

We intend to purchase following materials/items for **Lab Consumable items**. Kindly send your QUOTATION giving lowest rates per unit along with terms and conditions in Sealed Cover addressed to **Principal, Sadan Lal Sanwal Das Khanna Mahila Mahavidyalaya**, so as to reach this office on or before **25 February 2019**.

THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BE MENTIONED ON THE COVER

क्र०	विवरण			मात्रा
1	रजिस्टर	1 Quir	छोटा	50 पीस
2	रजिस्टर	1 Quir	बड़ा	50 पीस
3	रजिस्टर	2 Quir	बड़ा	25 पीस
4	रजिस्टर	4 Quir	बड़ा	25 पीस
5	रजिस्टर	6 Quir	बड़ा	6 पीस
6	पेपर A 4	J K Copier		100 पैकेट
7	पेपर F/S	J K Copier		20 पैकेट
8	आटो क्लिप फाइल			36 पीस
9	फ्लैप फाइल			6 पीस
10	पेन (काला और नीला)			12 पैकेट
11	पेन (काला और नीला)	Use & Throu		12 पैकेट
12	पेन (लाल)	Use & Throu		6 पैकेट
13	ब्राउन पेपर			250 पीस
14	ब्राउन लिफाफा	12*16		300 पीस
15	स्टेपलर (छोटा)			24 पीस
16	स्टेपलर (बड़ा)			3 पीस
17	स्टेपलर पिन (छोटा)			120 पीस
18	स्टेपलर पिन (बड़ी)			40 पीस
19	बोर्ड मार्कर (काला)			100 पीस
20	बोर्ड मार्कर (काला)	Ink		100 पीस
21	बोर्ड डस्टर			36 पीस
22	परमानेन्ट मार्कर (सफेद)			6 पीस
23	कैची (बड़ी)			6 पीस
24	पोछा (मोटा)			50 पीस
25	आफिस डस्टर			36 पीस



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26	फोटो पेपर		15 पैकेट
27	फेवी स्टिक (बड़ा)		24 पीस
28	पैकिना पेपर	Golden	50 पीस
29	पेज मार्कर		12 पैकेट
30	पंचिग मशीन	Medium	3 पीस
31	चाक (सफेद)		24 पैकेट
1	हार्ड डिस्क	1 TB	5 पीस
2	पेन ड्राइव	16 GB	10 पीस
3	पेन ड्राइव	32 GB	10 पीस

- While submitting the quotation following should invariably be mentioned:
 - Name of the manufacturer of the item quoted along with brand name, if any.
 - Details of specification.
 - Lowest rate F.O.R. destination.
 - Discount, if any.
 - Sales Tax /VAT at concessional rate as applicable to the Educational Institutions.
 - Period of validity - (minimum six months).
 - Firm delivery time from the date of receipt of confirmed order, condition of supply and terms of payment.
- If you are manufacturer of the items or if you have proprietary distribution/sales authorization, please mention it in the quotation.
- For items of equipment nature the Instruction Manual, Diagram of the circuit drawing must be supplied along with supply without which the delivery shall be incomplete.
- Please fill in and return the Suppliers Profile Form & Mandate Form.
- Terms & Conditions as applicable are attached.

N.B.

- Under no circumstances unsealed quotation will be entertained in the office.
- Quotations received after the due date shall not be considered.

Mrs. Gunjan Sharma
Bursar/Purchase Officer

Dr. Lalima Singh
Principal