

Chanakya National Law University

Nyaya Nagar, Mithapur, Patna-800001

NIQ No. 51/2023-24

Date: 20.01.2024

RATE CONTRACT NOTICE FOR SUPPLY OF STATIONARY ITEMS

Sealed Quotations is hereby invited from reliable and bonafide Agencies/ Suppliers for supply of various 'Stationary Articles' as mentioned in 'Annexure-A'. The Stationary articles will be supplied time to time to the office of undersigned.

The rate should be quoted in figures in sealed envelope. All rates shall be inclusive of all charges, tax, carriage etc. Applicable taxes will be deducted at source for which Tax Deduction Certificate will be issued accordingly. Once the rates of articles are approved, the same will be valid for the period of one year. PAN & GST No. are to be mentioned clearly along with copy of proof otherwise quotation will be rejected. Bidders will have to quote rates against all items otherwise quotation will be summarily rejected. Sub-standard or inferior quality will not be accepted under any circumstances.

- | | | |
|--|---|------------------------------------|
| 1. Description of Stationary Articles | : | As mentioned in 'Annexure-A' |
| 2. Date and Time of receipt of Quotation | : | Latest by 25.01.2024 till 02:00 pm |

Sd/-
REGISTRAR
CNLU, Patna

LIST OF STATIONARY ITEMS

Sl. No.	Name of Items	Size	Brand	Qty.	Rate per Unit inclusive of GST
1.	Century A4 Size Paper (Star)	A4 75 GSM	Century	01 Pkt.	
2.	Legal Paper (FS 500 Sheets) Star	75 GSM	Century	01 Pkt.	
3.	Pens (Red/ Black/ Blue/ Green)		Natraj Mist	01 Pkt.	
4.	Register	01 Qr.	Milan	01 Pcs.	
5.	Register	02 Qr.	Milan	01 Pcs.	
6.	Register	03 Qr.	Milan	01 Pcs.	
7.	Receive Register	04 Qr.	Milan	01 Pcs.	
8.	Stock Register	04 Qr.	Milan	01 Pcs.	
9.	Despatch Register	04 Qr.	Milan		
10.	Laminated Envelope	6×12	Seesh Mahal	01 Pkt.	
11.	Laminated Envelope	10×12	Seesh Mahal	01 Pkt.	
12.	Laminated Envelope	16×12	Seesh Mahal	01 Pkt.	
13.	Executive Bond Paper (500 Sheet)	100 gsm	JK	01 Pkt.	
14.	Slip Pad	No.33	Neel Gagan	01 Pcs.	
15.	Peon Book	4 Qr.	Milan	01 Pcs.	
16.	Cover File		Milan	01 Pcs.	
17.	Index File Laminated		Milan	01 Pcs.	
18.	Ring Binder File		Solo	01 Pcs.	
19.	Leaf File		Solo	01 Pcs.	
20.	Cello tape (White & Brown)	1 inch	Wonder	01 Pcs.	
21.	Cello tape (White & Brown)	2 inch	Wonder	01 Pcs.	
22.	Cello tape Dispenser (White / Brown)	1 inch	Wonder	01 Pcs.	
23.	Cello tape Dispenser (White / Brown)	2 inch	Wonder	01 Pcs.	
24.	Dumper		Oddy	01 Pcs.	
25.	Marker Pen (Luxor)		Luxor	01 Pcs.	
26.	Signature Pen (Faber Castell)		Faber Castell	01 Pcs.	
27.	Stapler (Kangaroo)-HP45	Big	Kangaroo	01 Pcs.	
28.	Stapler (Kangaroo)-HD10	Small	Kangaroo	01 Pcs.	
29.	Stapler Pin 24/6	Big No.10	Kangaroo	01 Pkt.	
30.	Stapler Pin-10	Small	Kangaroo	01 Pkt.	
31.	Page maker(Re- stick notes)	50×4 colour	Standard	01 Pkt.	
32.	Oddy label Stickers	A4 sheet	Standard	01 Pkt.	
33.	Fevistick	15 Gram	Fevistick	01 Pcs.	
34.	Whitener Correction Pen/Fluid		Camlin	01 Pcs.	
35.	Duster Cloth (Table)		Standard	01 Pcs.	
36.	Duster for Floor				
37.	Plastic Rope		Standard	01 Pcs.	
38.	Pencil		Apsara	01 Pkt.	

Sl. No.	Name of Items	Size	Brand	Qty.	Rate per Unit inclusive of GST
39.	Eraser		Apsara	01 Pkt.	
40.	Sharpner		Apsara	01 Pkt.	
41.	Scale Ruler	30 cm	Apsara	01 Pcs.	
42.	Stick File		Solo	01 Pcs.	
43.	Transparent Button Folder		Standard	01 Pcs.	
44.	Box File		Milan	01 Pcs.	
45.	Rubber Bands (Nylons)		Oddy	500 Gram	
46.	Sharp Point Pins T- Type		Standard	01 Pkt.	
47.	Board Pin		Oddy	01 Pkt.	
48.	Plastic Dustbin	45 Litre	Nature	01 Pcs.	
49.	Plastic Dustbin with Pedal	10 Litre	Nature	01 Pcs.	
50.	Scale Steel	12 inch	Standard	01 Pcs.	
51.	Magnet Notice Board, Size-	Small	Standard	01 Pcs.	
52.	Gem Clip	Small	Oddy	01 Pcs.	
53.	Paper Weight (Round/Flat)	Small	Standard	01 Pcs.	
54.	Magnet Duster		Oddy	01 Pcs.	
55.	Punch Machine SH		Kangaroo	01 Pcs.	
56.	Coding ink	100 ml	Numex Nature	01 Pcs.	
57.	Binder Clips	19 mm	Oddy	01 Pkt.	
58.	Binder Clips	25 mm	Oddy Nature	01 Pkt.	
59.	Binder Clips	32 mm	Oddy Nature	01 Pkt.	
60.	Binder Clips	51 mm	Oddy Nature	01 Pkt.	
61.	Pencil Battery	AAA	Duracell Nature	01 Pcs.	
62.	Tailors Scissors	No. 10	Munix Nature	01 Pcs.	
63.	A4 Self Stick label Sheets	ST-65	Oddy Nature	01 Pkt.	
64.	A4 Self Stick label Sheets	Plain	Oddy Nature	01 Pkt.	
65.	Laminated Envelopes	11x5	Manohar	01 Pkt.	
66.	Jetter Pen (Black /Blue)		Reynolds	01 Pkt.	
67.	Highlighter Pen		Luxor	01 Pkt.	
68.	Markin Cloth		Standard	01 Metre	
69.	Lac Sealing Wax		Standard	01 Pkt.	
70.	Candle		Standard	01 Pkt.	
71.	Thread		Standard	01 Pkt.	
72.	Needle		Standard	01 Pcs.	
73.	Paper Cutter (S.S)	Big	Standard	01 Pcs.	

Sl. No.	Name of Items	Size	Brand	Qty.	Rate per Unit inclusive of GST
74.	Paper Cutter (S.S)	Small	Standard	01 Pcs.	
75.	Stamp Pad	Blue	Fabercastel	01 Pcs.	
76.	Stamp Pad	Black	Fabercastel	01 Pcs.	
77.	Stamp Pad	Red	Fabercastel	01 Pcs.	
78.	Century Paper	A3	Century Star	01 Pcs.	
79.	Calculator MG-120 D		Casio	01 Pcs.	
80.	Clear Sheet protector	A4	One Plus	01 Pcs.	
81.	Board File	No. 51	Neelgagan	01 Pcs.	
82.	Coding Machine Numbering	8 Digit	Oddy	01 Pcs.	
83.	Coding Machine Numbering	6 Digit	Oddy	01 Pcs.	
84.	Water Bottle Plastic	1 Litre	Cello	01 Pcs.	
85.	Water Bottle Plastic	1.5 Litre	Cello	01 Pcs.	
86.	Carbon Paper Blue	A4	Camlin	01 Pcs.	
87.	Carbon Paper Black	A4	Camlin	01 Pcs.	
88.	Stapler Remover		Kangaroo	01 Pcs.	
89.	OHP Marker		Luxor	01 Pcs.	
90.	Gum Bottle	250 ml	Camlin	01 Pcs.	
91.	Fevicol	200 ml	Fevicol	01 Pcs.	
92.	Ledger	3 Qr.	Neel Kamal	01 Pcs.	
93.	Ledger	7 Qr.	Neel Kamal	01 Pcs.	
94.	Attendance Register Special	136 Page	Scholar	01 Pcs.	
95.	Fly leaf SPL Printed Laminated	F/S	Standard	01 Pcs.	

**Sd/-
REGISTRAR**