OFFICE OF THE PRINCIPAL I.G.ENGINEERING COLLEGE SAGAR (M.P.)

NO/ECS/SC/ST Store/ 3821 /2020 Sagar Dated 6 / 11/2020

To

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Sub – Enquiry for purchase of stationary/Drawing article.

Please quote your lowest rate for the supply of materials, equipment, as per list given on reverse/enclosed herewith, your quotation ina sealed envelopes should reach his office on or befor 04.00 PM on 23-11-2020

The words quotations against enquiry number/ECS/...../...../SAGAR dated..... should be written on sealed envelop.

The terms and condition of the enquiry are as given :-

1. Rate quoted should be firm and for I.G. Engineering College Sagar.
2. Only GST will be payable as per government rules.
3. Full description of material should be given along with manufactures name.
4. Only good quality item in the list must be quoted with the sample supplied in the institution with the quotations such sample can be collected back from the institution after the expiry date of opening the quotations if not found as per specifications or after completion of comparative chart for placing the order (as the case may be)
5. Payment will be made within 30 days of the receipt of the materials equipment in the institution good working condition as per specification no other condition of payment will be accepted.
6. Quotation not confirming to our specification will be rejected.
7. Quotation written in pencil will be rejected.
8. The undersigned Reserve the right to reject any or all the quotation without assigning any reason whatsoever.
9. If any supplier wishes to be present at the times of opening of quotation he may do so at 4.00 p.m. on the date mentioned above.
10. The tender supplier should ave a place of business in the state of MP from where the goods would be supplier supplied to various destinations in the state and also hold register egistration certificate under the M.P. Vanijyak kar Adhiniyam.
11. The tenders or supplier shall submit the clearance certificate as providd under section of the M.P. Vanijyak kar Adhiniyam.
12. The materials good should be supplied at destination/for Sagar.
13. Firm should be registerd for GSTIN and its number should be mentioned on quotation.
14. There should be at least Rs. Five Lack turn over of firm yearly.
    (Enclosed audit report of CA Year 2019-20)

Enclosed :- List of stationary item.

O/C

O/C

Principal
I.G.Engg. College Sagar (M.P.)

Specifications of items

s.No.	Name of items with specification	App. Qty.Req.
1	**DRAWING INSTRUMENT BOX WITH FOLLOWING ITEMS.** a.half set compass with centre lever arrangement.size 150mm with pen,pencil & needle points &lengthening Bar (set of 4) B. Hair spring divider control lever with slow motion adjustment size 150mm (one)c.Centre wheel compass 100mm. One link & one pencils(4items) d.Drawing pen (4No) one sheet handle & one steel handle (2 item) One screw driver. e.One lead case (plastic) All items should be duely pack in plastic box. MAX,OMEGA,CAMLIN	90 Set
2	**ENGINEERING DRAWING BOARD** a. Imperial size seasoned softwood termite proof.(23"x32"x15mm thick	75
3	**MINI DRAFTER.** suitable for imperial size drawing board 4 nos. of arms of steel Rod frame with unbreakable scale cumpractor provided with locking & clamping device in foam leather cover.AraskerDelux/Omega/Camlin.	75
4	**PLASTIC SET SQUARE.** Size 250x300mm.Omega type or equivelant. 3mm thick.	100
5	**CLIP PAD.** a.Laminated sunmica top hard size 13"x8.5",4mm thickness with Mild steel spring type clip.	100
6	**DRAWING SHEET-** 56X76CM (smooth and Good quality)	8000
7	**BOUND NOTE BOOK -(Rulled)** Page 108 with cover Size 11"x7",good quality paper 58GSM Glassy thick cover with printed name of college.	11000
8	**WHITE PAPER-(Unruled)** a. 13"x16" Smooth thick & good quality each paper 60 GSM Rim of 480 sheets orient or equivalent.	350 Ream
9	**DRAWING PENCIL-** a.HB,-Kohinoor/Apsara/Camlin.	700
10	**DRAWING PENCIL-** a.H-Kohinoor/Apsara/Camlin.	700
11	**DRAWING PENCIL-** a.2H,-Kohinoor/Apsara/Camlin.	650
12	**ERASER-NON DUST-** Size 40x20x12MM.Non dust ,Apsara/Kohinoor/Camlin	1400
13	**JETTER PEN-Standare make-Reynold/Camlin.**	800

14	JETTER PEN- REFILL-BLUE,RED,BLACK Standared make-Reynold/Camlin.	Blue 800 Red 400 Black 400
15	**GRAPH PAPER-(Centimeter)** a.pad at 25 sheet having centimeter block dimension at 22cmx27cm. graph paper should be at Bright (Galaxy) Green Red color at quality glazed paper with per sheet pad.	400 Set
16	**PLASTIC SCALE-** a.Transparent plastic scale length 30cm. Width40mm.rounded corners with smooth tapered edge that lie on flat surface.	250
17	**LAB MANNUAL-** 20 pages for drawing & 20 pages for writing work good quality 26x20.5cm.	2100 Set
18	**PRACTICAL REGISTER-** a.96 pages size 9.5"x7.5" pest winding meplitho paper blac Rolling one side plan one side ruled laminated cover with certificate and index.	150
19	**FILE COVER-** a. Good quality size 10.5"x13.5".Plastic coated with non rusting sliding clip with printed name of college. and College mono	6400
20	**DRAWING BOARD CLIP SET-** a. set of 4 clips to be fitted at drawing board (steel clip of good quality.)	90 Set
21	**L C D Sciencetific Calculator 10/12 digit Dual power.**	90

Note- 1. sample of item number 6,7,8,16,17,18,19 shold be send with tender.
2. If make outher then required is quoted by firm then it is essential to send sample with

Principal
LR Engineering College
Sagar (M.P.)

d/c

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