



NABAKRUSHNA CHOUDHURY CENTRE FOR DEVELOPMENT STUDIES

Bhubaneswar - 751 013, Odisha

(ICSSR Research Institute in Collaboration with Govt. of Odisha)

No. 492 / NCDS

Date : 26th April 2018

QUOTATION CALL NOTICE

Sealed quotations are invited from reputed firms/agencies for supply of Office Stationary along with printing materials as per the list enclosed so as to reach this office by 3rd May, 2018 during the office hours. The GST as applicable may be shown separately. The rate should be quoted FOR office building. Interested firms should furnish copy of their up-to-date tax clearance certificate and samples of the items along with the quotation.

The undersigned is not bound to accept the lowest rate of quotation and may reject any or all the items without assigning any reason thereof.


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SECRETARY

LIST OF STATIONARY ITEMS

Sl. No.	Items
I	A-4 Xerox Paper (JK Copier 75GSM)
II	COMPUTER ITEMS
1.	132 Colm Paper (15x12x1) 80
2.	80 Colm Paper (10x12x1) 80
3.	Cartridge-LQDS15235
4.	CD-Plain (Sony)
	CD-Rewritable (Sony)
5.	132 colm Computer Plastic File (15x12x1)
	80 colm Computer Plastic File (10x12x1)
6.	A-4 Excel Bond Paper
7.	Pen Drive-HP (8GB/16 GB/32GB)
8.	Polycoated Plastic File
III	PRINTED ITEMS
1.	Chairman's Pad-A4 size (100 sheets)
2.	Director's Pad-A4 size (100 sheets)
3.	Cloth Envelope (15x12) (100 nos.)
4.	DFA Pad (100 sheets)
5.	Envelope (100 nos.)
6.	Fly leaf
7.	Note Sheet(100 sheets)
8.	Office Letter Pad (100 nos.)
9.	Peon Book
10.	Plastic Cover File
11.	Vehicle Log Book
12.	Dak Receipt Register (No.20)
13.	Dak Despatch Register (No.20)
IV	STATIONARY ITEMS
1.	A-4 White Paper (JK) (70 GSM) (500 sheets)
2.	Alpin
3.	Bath Room 85.00Towel (30"x60")
4.	Board Pin
5.	Bound Register(per no.)
6.	Both side Dot Pen

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7.	Calculator (Casio)
8.	Calling Bell (Plain/Remote)
9.	Candle
10.	Cello Tape (1 1/2")
11.	Chair Cushion
12.	Cloth Duster
13.	Coffee Mug (per pc.)
14.	Cup & Plate (6 pc.) (OASIS)
15.	Cutter (pkt.)
16.	Colour Flag
17.	Dak Pad (total cloth)
18.	Desk Calander Stand
19.	Fevistick
20.	Glass Tumbler(per pc)
21.	Glass Cover(6 pc.)
22.	Godrej Lock(6/7 lever)
23.	Gum bottle(300/700 ml)
24.	Gum Tube
25.	Gems Clip
26.	Key Purse(Ord./VIP)
27.	Knife
28.	Marker Pen
29.	Microphone battery
30.	Packing cloth (per mtr)
31.	Paper weight (pc.)
32.	Pen Stand(2/4 holder)
33.	Pen Stand Dot pen jotter Refill
34.	Pencil (pkt.)
35.	Pencil Battery
36.	Pin Cushion
37.	Plain White DF size Paper(500 sheet)-Ream
38.	Plastic Stick
39.	Paper Clip (small/big)
40.	Punching Machine (Single/Double)
41.	Refill(blue&Red)-pkt.
42.	Remote battery
43.	Rolling Paper(JK)-Ream
44.	Rubber (pkt.)
45.	Scale (1 ft./2 ft.)
46.	Scissor
47.	Sealing Wax
48.	Spiral Binding cover sheet
49.	Spiral Binding Ring(kg)

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50.	Stapler Pin (23/17,24/6,10D)
51.	Stapler (10D/10/HP-45)
52.	Sutuli
53.	Tag
54.	Thermo flask (1 ltr.)
55.	Towel(vehicle)(36x72)
56.	Type Fluid
57.	Shite Chalk
58.	Writing Pad (1/8,1/6,1/4)
59.	Bud kin
V	ELECTRICAL ITEMS
1.	Choke (Philips) 20 watt Electronics
	Choke (Philips) 40 watt Electronics
2.	Electric bulb (60 watt)
3.	Starter (20/40 watt)
4.	Tube light(20/40 watt)
VI	SANITARY ITEMS
1.	Acid (bottle)
2.	Alandu Jhadu
3.	Bleaching Powder (500 gm)
4.	Broom Stick
5.	Coir Brush
6.	Colin
7.	Dettol Spray
8.	Ezee Stand (with Mup)
9.	Floor Cleaning Brush with Stand
10.	Gramacine (500 gm)
11.	Harpic (700 ml)
12.	Life Buoy Soap(small)
13.	Life Buoy/Dettol liquid Hand Wash
14.	Lizol (floor cleaning liquid)
15.	Napthalene Ball (kg.)
16.	Nimyle (500 ml)
17.	Odonil (pc.)
18.	Phula Jhadu
19.	Phynile (1 ltr.) Sanital
20.	Plastic Bucket
21.	Plastic Mug
22.	Plastic Plate
23.	Room freshener
24.	Sanitary Cabs
25.	Detergent Powder (wheel) (1 kg.)

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