



DR. BABASAHEB AMBEDKAR TECHNOLOGICAL UNIVERSITY, LONERE

At. Po. Lonere, Tal. Mangaon, Dist. Raigad 402 103 MS (www.dbatuonline.com)

INVITATION FOR QUOTATION

12 DEC 2022

Our Ref No. : DBATU/Store/ Stationery /2022/ 2543

Date: 08/12/2022

Quotation For: Stationery

Due On: 21/12/2022

Date of Opening: 22/12/2022

Time : 11.30 am

To,

Sub: QUOTATION FOR THE SUPPLY OF STORE

Dear Sir,

Your quotation for the items listed overleaf, may please be submitted to the under signed, so as to reach this Office not later than 21/12/2022.

While submitting your quotation, the following procedure may please be observed and other points borne in mind.

1. The maker's name must be specified.
2. The "Terms and Conditions" for supply and delivery of stores, should be clearly indicated in the quotation, stating whether rates are, inclusive of all taxes, Packing and forwarding charge's Freight charges, etc. or not, however rates offered as including all taxes will be more welcome.
3. If packing and forwarding charges are to be charged separately, it should be so clearly stated in your quotation.
4. Please mention clearly whether consignment would be Ex-Godown, Ex-Shop, of F.O.R. dispatching stations. Preferably terms offered as "Delivery of consignment of stores, on F.O.R.
5. Envelope should be super-scribed "**Quotation for reference No..... of dated.....**" It should also be superscripted as per the format given above.
6. The quotation would be opened as per date and timing given above, if desired by you, you may depute an authorized representative with a letter of authority to be present at the time of opening of the quotation at this Office on the aforesaid day, date & time.
7. Your quotation must be valid for a minimum 30 (Thirty) working days from the date of its opening.
8. Quotation received after the date of opening may not be taken into consideration.
9. Items tendered should confirm to the specification shown in the attached list when and where, full or no specifications are indicated against items in the list. Kindly furnish your full specification in accordance with accepted standards against each item tendered. Where reference to catalogue is made, the relevant catalogues/ Pamphlets/ Literature should accompany the quotation.
10. Your quotation should be for all new items and not for second hand.

P.T.O.

11. Please state whether items will be available Ex-Stock. If not the minimum period for delivery, or for supplying the items or stores.
12. It should be clearly stated whether GST, Insurance, Freight or packing and forwarding charges, or any other taxes and duties, etc. livable
13. It would be appreciated if illustrated catalogues/Literature etc. is furnished with the quotation.
14. Expression to as "Complete with standard Equipment" complete with standard accessories "Equipment to" As good as should be avoided. If at all their use is unavoidable then it should be very specifically indicated as to what exactly they mean and what exactly would be supplied under them. Any ambiguity or vagueness should be avoided.
15. A Declaration in form I will be issued for 8% sales Tax concession for sales of scientific instruments by a Register dealer, as per Provision made, under Bombay, Sales Tax-Act-1959, vide Section 41, at entry No – 1095/37/Taxation 2, dated 22nd September,1935. If a change in declaration in form I will be issued according to the instruction issued by the Maharashtra Gov. time to time.
16. For convenience, kindly adopt while quoting the same serial Nos. as given in the list detailed below.

Thanking You.

Yours faithfully,


Registrar

Dr. Babasaheb Ambedkar Technological University, Lone

List of Items

Sr. No.	Description / Specification	Make	Approx. Qty. Req.	Rate per / Each / Unit	Remarks
1	Whitener / Correcting Pen		50 Nos.		
2	White Chalk Box (Dustless)		1000 Box		
3	Colour Chalk Box(Dustless)		500 Box		
4	White Board Duster		200 Nos.		
5	Eraser Extra Long		20 Box		
6	Gum Bottle 300 ml.		200 Bottles		
7	Black Metal Binder Paper Clip		100 Nos.		
8	Glass Paper Weight round shaped		200 Nos.		
9	Highlighter Pen Set		30 Packet		
10	Pencil (Natraj, Apsara)		100 box		
11	Punching Machine(Small)		200 Nos.		
12	Punching Machine(Big)		50 Nos.		
13	Paper Cutter (Small)		50 Nos.		
14	Paper Cutter (Big)		50 Nos.		

15	Permanent Marker Pen (Big)		200 Nos.		
16	Rubber Band (Small)		50 kg		
17	Rubber Band (Big)		50 kg		
18	Scale 12" Steel		200 Nos.		
19	Scissors (Small)		25 Nos.		
20	Scissors (Big)		25 Nos.		
21	Stamp Pad (Medium)		100 Nos.		
22	Stamp Pad Big		50 Nos.		
23	Stapler Small No. 10		300 Nos.		
24	Stapler Big 24/6 (555)		150 Nos.		
25	Stapler Pin No.10 Small		100 Box		
26	Stapler Pin Big 24/6 (555)		50 Box		
27	Cello Tape White/Trasparent		500 Nos.		
28	Cello Tape Brown		500 Nos.		
29	U Clip Plastic Coated		200 Box		
30	Sharpener Small		100 Packet		
31	Glue Stick 15 gm.		300 Nos.		
32	Stapler Pin Remover		100 Nos.		
33	Ball Pen (Blue,Red,Black) Best Quality		500 Nos.		
34	Carbon Paper Blue Colour		25 Packet		
35	Calculator 12 Digit		25 Nos.		
36	2 Flap Folder		400 Nos.		
37	4 Flap Folder		400 Nos.		
38	Punching Machine(Big) Kangaro dp 800		100 Nos.		
39	Stapler Pin Big 3 in 1 Heavy Duty Staple Gun with staples - (4-14mm) 600 Pieces		10 Nos.		
40	Wooden Duster For Black Board		1000 Nos.		
41	Punch Machine Big Heavy Duty		20 Nos.		
42	Numbering machine		20 Nos.		
43	Dater Machine		20 Nos.		
44	1 Qr Register		1000 Nos.		
45	2 Qr Register		2000 Nos.		
46	3 Qr Register		2000 Nos.		
47	4 Qr Register		1000 Nos.		
48	Head Pin		1000 Nos.		
49	Permanent marker pointed		200 Nos.		
50	Permanent marker Thick		100 Nos.		
51	Sketch Pen		50 Packet.		
52	White board marker		200 Nos.		
53	Ink bottle (Stamp ink)		25 Bottels		
54	Tag White		100 Bundles		
55	Tag Red		100 Bundles		
56	Colour Flap		200 Packet		