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Army Institute of Technology (AIT)  
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AIT/0425/Sta/Str

Dt: 01 Jun  
May 2016

Due Date : 15 Jun 2016

M/S \_\_\_ Concerned firms

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**SUBJECT: CALL FOR QUOTATION FOR STATIONERY ITEMS**

Dear Sir,

- 1 This Institute is interested in purchase of stationery items as per list attached . You are requested to send your lowest quotations in sealed envelopes so as to reach this Institute by **15 Jun 2016** .
2. Rates should be for quality mentioned in the list. Rates should be valid for six months



( K E Vijayan )  
Colonel (Retd)  
Joint Director  
For Director

**REQUIREMENT OF GENERAL STATIONERY FOR I ST SEMESTER 2016-17**

S No	Description of item	A/U	Rate	Remarks
1	Box Files large Eagle Make	Ea		
2	Brief Folder Plastic with clip A 4 size	Ea		
3	Brief Folder Plastic with sleeve A 4 size	Ea		
4	Brief Folder Plastic with sleeve F/S size	Ea		
5	Calculator 10 digit CITIZEN CT 555	Ea		
6	Carbon paper Black (Small) Kores	Nos		
7	Carbon paper Blue (Small) Kores	Nos		
8	Cello tape white 12mm x 35 Mtr lenght Miracle	Ea		
9	Cello tape white 25mm x 50 Mtr lenght Miracle	Ea		
10	Cello tape white 50 mm X 65 mtr length Miracle	Ea		
11	Chalk Colour Apsara dust less	Box		
12	Chalk White Apsara dust less	Box		
13	Colin	Ea		
14	Drawing Paper Half Imperial	Ea		
15	Drawing Pin	Pkt		
16	Duster black Board Deepak Make	Ea		
17	Dusting cloth (yellow)	Ea		
18	Envelope 10"x12" clothlined 100 gsm	Ea		
19	Envelope 11"x5" white 100 gsm	Ea		
20	Envelope 12"x16" clothlined 100 gsm	Ea		
21	Envelope 5"x7" clothlined 100 gsm	Ea		
22	Envelope 8"x10" clothlined 100 gsm	Ea		
23	Envelope 9-1/2"x4-1/2" with printing 100 gsm	Ea		
24	Envelope post card size with printing 100gsm	Ea		
25	Eraser (Rubber) NATRAJ	Ea		
26	Eraser with diluter KORES	Ea		
27	Fevi quick tube 2 gms	Nos		
28	Fevi stick 8 gms	Nos		
29	File binder	Ea		
30	File Tags (Large) bundle of 50 tags	Bdl		
31	File Tags (Small) bundle of 50 tags	Bdl		
32	Folders plastic single sheet	Ea		
33	Graph Paper	Ea		
34	Gum bottle largel (Camel) 700ml	Ea		
35	Gum bottle small (Camel) 300ml	Ea		
36	Gum tube small Camel 30 ml	Nos		
37	Jotter refill blue Flair	Nos		
38	Jotter refill red Flair	Nos		
39	Jute thread (Sutli)	Bdl		



S No	Description of item	A/U	Rate	Remarks
40	Muslin cloth rough for floor cleaning	Nos		
41	Note book 200 pages Sudarshan	Nos		
42	Office files with clip and printing	Nos		
43	Office files without clip with printing	Nos		
44	Office Tray plastic	Nos		
45	Paper clip LION 26mm(pack of 100 clips)	Pkt		
46	Paper pin lion (pack of 100 pins)	Pkt		
47	Paper weight glass	Nos		
48	Pen Highlighter LUXOR	Nos		
49	Pencil sharpener Natraj	Nos		
50	Pencil soft Natraj	Nos		
51	Permanent Marker Pen Camel	Nos		
52	Pocker	Nos		
53	Post it Pad size set 3"x3" 3"x2" 2"x1.5"	Set		
54	Punch Double Hole Kangaroo	Nos		
55	Punch single Hole Kangaroo	Nos		
56	Register 2 quire Sudarshan	Nos		
57	Register 3 quire Sudarshan	Nos		
58	Register 4 quire Sudarshan	Nos		
59	Register 6 quire Sudarshan	Nos		
60	Reynold refill black	Nos		
61	Reynold refill blue	Nos		
62	Reynold refill red	Nos		
63	Rubber band ( 100 gm Pkt)	Pkt		
64	Ruled paper full size	Nos		
65	Scale Plastic 12" Camel	Nos		
66	Scissor medium 8"	Nos		
67	Scribbling pad 1/8 plain (50 pages)	Nos		
68	Sealing wax	Nos		
69	Sketch pen black Camel	Set		
70	Sketch pen blue Camel	Set		
71	Sketch pen coloured Camel	Set		
72	Stamp pad blue camel	Nos		
73	Stamp pad ink blue	Nos		
74	Stapler Kangaroo Medium 555	Nos		
75	Stapler Kangaroo small No 10	Nos		
76	Stapler pin mediuml Kores 23/6	Nos		
77	Stapler pin small Kores NO 10	Nos		
78	White board marker pen Camel	Nos		
79	White board duster OMEGA	Nos		
80	Waste paper basket	Nos		
81	White Thread (Box of 6) for examination	Box		
82	Wrapping paper Brown Laminated thick	Nos		
83	Xerox paper 75 GSM A 4 copy power	Rm		
84	Xerox paper 75 GSM FS copy power	Rm		



Institute :AIT	REQUIREMENT OF COMPUTER STATIONERY FOR 1ST SEMESTER 2016-17			
S No	Description of item	A/U	Rate	Remarks
1	Computer paper 10 x 12x1 part Jai Kaushal (Box of 3000 sheet	Box		
2	Blank CD 700 MB Moser Baer/ Samsung Sony without case	Nos		
3	Re writable CD 700 MB Sony make/ Samsung without case box of 10 CD	Nos		
4	Mouse pad	Nos		
5	Blank DVD 450 MB Samsung without case	Nos		
6	Xerox paper A-4 Copy power 75 GSM	Nos		
7	CD and DVD cover	Nos		
8	CD Marker	Nos		

