

Name of Firm :

To,

The Principal
Jawahar Navodaya Vidyalaya
Mothuka, Faridabad

Subject :- **Tender for the Supply of Stationery Items.**

Sir,

With reference to your advertisement for the above cited items published in the Amar Ujala Newspaper dated 18.05.2017 in accordance with the terms and conditions of your tender form issued to me for the purpose, I tender the rates of the under mentioned items :-

S.No	Items	Brand	Approx Quantity	Rate F.O.R at vidyalaya per piece/Doz/Packet
1	White Chalk (Non dust)	Kores (50 Sticks)	400 Pkt.	
2	Coloured chalk (Non dust)	Kores (50 Sticks)	200 Pkt	
3	Ball Pen	Cello (Butterflow)	575	
4	Pencil	Natraj 621 HB	575	
5	Yellow Heavy envelop 14"x10"	Good Quality	1000 Nos.	
6	Yellow Heavy Envelop 16" x12"	Good Quality	500 Nos	
7	Sharpner	Natraj	10 Pkt.	
8	Black Board Duster Wooden	Good Quality	50 Nos.	
9	File Cover Ripple file Gatta double tag (With printing school name and logo)	Good Quality	500 Nos.	
10	Outline map India/Europe/ World/ Australia/ America/ Africa/ with Countries	Good Quality	500 Nos.	
11	Sketch Pen (12 pieces)	Good Quality	50 Nos.	
12	Eraser	Natraj	500 Nos	
13	Photostat Paper A4 Size	Century	As per requirement	
14	Photostat Paper F/S	Century	As per requirement	
15	Graph Copy 24 pages	Standard size	200 Nos	
16	School Bag	Best Quality	160 Nos	
17	File cover single tag (With printing school name and logo)	Best quality	200Nos	
18	Poster Colour (06 Pieces)	Camelin	200 Nos. % Discount on MRP
19	Geometry Box (Medium size)	Camelin	500 Nos % Discount on MRP
20	Rulled Paper Size 30"x19"	Best quality		
21	Executive long exercise book 192 pages 32cm x 19cm	Good Quality	150 Nos	
22	Executive long exercise book 232 pages 32cm x 19cm	Good Quality	150 Nos	

23	Printed Stationery			
	(a) White Envelopes Size 11X4.5 (with printing school name and logo)	Good Quality	4000 Nos.	
	(b) 4 pages Exam Copy Size- 22 x 27.5 cm	Good Quality (Sample enclosed)	10000 Nos.	
	(c) 8 Pages Exam copy Size 22 x 27.5 cm	-do-	20000 Nos	
	(d) 12 Pages Exam Copy Size 22x27.5 cm	-do-	15000 Nos	
	(e) 16 Pages Exam Copy Size 22x27.5 cm	-do-	15000 Nos	
	(f) 24 Pages Exam Copy Size 22x27.5 cm	-do-	15000 Nos	
	(g) White Envelopes Size 9"X4" (with printing school name and logo)	-do-	1000 Nos.	
	(h) Note Book 192 pages Size 22x16.5cm with Printing	-do-	3000 Nos	
	(i) Practical Copy 120 Pages Size 27x 21cm with printing	-do-	1500 Nos	
	(j) Long Note Book 180 Pages Size 26x 16 cm with printing	-do-	3000 Nos	
	(k) Long Note Book 180 Pages Size 29.5 x 20 cm with printing	-do-	800 Nos	
	(l) Drawing Copies size 27x37 cm (36 pages)	Good Quality	500 Nos	
	(m) Practical File (Biology) With Ruled Sheet & Plain Sheet- each 20+ 20= 40 sheets	Good Quality	50 Nos.	

Terms and Conditions:

CERTIFICATE

I hereby certify that all the terms and conditions mentioned in the tender form issued to me, are accepted. The other terms and conditions if any, mentioned in the supply order will also be accepted to us.

Witness :-

Date :-

Signature of Tenderer & Seal of the Firm

Name & Address.....

Mobile No.....