

GOVERNMENT OF TRIPURA
RABINDRANATH THAKUR MAHAVIDYALAYA
BISHALGARH, SEPAHIJALA
TRIPURA

No.F.2(29)-RTM/BLG/2012/245

Dated: 02-05-2023

Inviting short spot quotation regarding purchase stationary items

Rabindranath Thakur Mahavidyalaya, Bishalgarh is inviting short spot quotation for supplying following **stationary items**. The interested bidders are therefore, requested to drop their rate in the college Tender Box within 7 days w.e.f. 2-05-2023 to 9-07-2022 till 2:00 PM during office hours after publishing of this quotation so that the undersigned can proceed further accordingly and on time. The details are given below:-

Sl. No.	Item Details	Quantity	Remarks
1.	A-4 sized JK copier paper	50 Ream	Including of all taxes.
2.	Plastic Roof Duster with long rod	6Nos.	
3.	Plastic dust collection pan with Plastic handle (Belcha)	2 Nos.	
4.	Stapler (medium) Kangaro	3 Nos	
5.	Gem clip (ordinary)	1 Box	
6.	Correction Pen- (light green & light yellow coloured)	3 Nos. each	
7.	Ball Pen (Red)	2 Pkt.	
8.	Marker Pen	3 Nos.	
9.	Paper Flag	5Nos.	
10.	Punching machine (one hole)-Kangaro	3 Nos.	
11.	Lifeboy /Dettol soap	5 Nos.	
12.	Surf (@ Rs.10)	10 Nos.	
13.	Fevi Gum (100 ml)	4 Nos.	
14.	Water sponge	5 Nos.	
15.	Pad Ink (bottle)	5 Nos.	
16.	File (Office) Board with cover	50 set	
17.	Link Lock (medium)	4 Nos.	
18.	Scissor	4 Nos.	

Rt 5-2023

(Dr. Ruma Saha)
Principal-in-Charge
Rabindranath Thakur Mahavidyalaya
Bishalgarh, Sepahijala, Tripura

Copy to:-

1. College Notice Board in the Administrative Block.
2. College website.

Terms & Conditions

1. **Rates:-**The rates are for destination door delivery basis. Rates shall not be subject to any escalation till completion of installation.



2. **Payment Terms:-** Payment shall be made within 15 days through bank transfer following Govt. guidelines after acceptance of materials by the consignee and submission of bills together with other required documents.
3. **Despatch instruction:-** Material suitably packed to prevent loss/damage during transit should be dispatched by road to consignee. The items will not be accepted if any damage is found or specifications are not fulfilled.
4. **Delivery:-** Delivery should be made on for destination (door delivery) basis and to be completed within 5 (Five) days from the date of receipt of the Supply Order.
5. **Submission of Bills:-** You shall submit bills in triplicate including GST if any, charges to the consignee along with the consignment and challan and with other requisite documents, if any.

Dr. Ruma Saha
02.5.2023

(Dr. Ruma Saha)
Principal-in-Charge
Rabindranath Thakur Mahavidyalaya
Bishalgarh, Sepahijala.

