



MANOHAR PARRIKAR INSTITUTE FOR
DEFENCE STUDIES AND ANALYSES
मनोहर पर्रिकर रक्षा अध्ययन एवं विश्लेषण संस्थान

No.1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi – 110 010

Ph. No., 26717983 Ext:7302/303

Email: adps.idsa@nic.in

File No:MP-IDSA/A/1135/2025

Date: Mar 2025

**BOQ BID ON GEM PORTAL FOR SUPPLY OF STATIONARY ITEMS AND PRINTING
OF STATIONARY ITEMS AT MP-IDSA**

Online bids are invited (**under single packet system**) on GeM from bonafide and experienced Firm/ Contractor for "Supply of Mid back Revolving for Auditorium at MP-IDSA premises located at No. 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt, New Delhi -110 010 as per details given in formats.

Detailed Tender Documents are available online from the date of tender publication at www.idsa.in. The bidders should download and then upload duly signed tender form and their bids along with scanned copies of all the relevant certificates, documents etc. in support of their **bids on the GeM**, latest by **28 Mar 2025** by 1500 hrs. Bidder shall submit hard copies of the relevant documents also along with (1) Demand Draft for Rs. **8000/- (Rupees Eight thousand only)** in favour of "**MP-IDSA**" payable at New Delhi as Earnest Money Deposit and (2) all documents signed and stamped, which shall be submitted in sealed cover addressed to the **Assistant Director, MP-Institute for Defence Studies and Analyses**, may be sent at the Institute's address mentioned above either by Speed Post / By hand delivery at Tender Box kept at the reception office, should reach on or before **1500 hrs, 28 Mar 2025** duly mentioning on top right hand corner of the sealed envelope "**EMD and any other supporting documents for** "Supply of Stationary Items and Printing of Stationary items at MP-IDSA.

All the tenders are to be submitted on the prescribed forms, as enclosed, duly signed, stamped and dated on each page of tender and Annexures as their unconditional and explicit concurrence to the terms and conditions laid down by the Institute.

The bids shall only be opened online on GeM in presence of the bidders or their authorized representative, not more than one person, may be present at the time of opening of the bids, if they desire.

MP-IDSA reserves the right to accept or reject any or all quotations including the lowest bidder without assigning any reason at its sole discretion and the decision of the MP-IDSA will be final and binding to all concerned.

Critical Dates of Tender:

(i) Publish Date & Time	04/03/2025, 11:00 hrs
(ii) Document Download Start Date & Time	04/03/2025 , 11:30 hrs
(iii) Bid Submission Start Date & Time	04/03/2025 , 12:00 hrs
(iv) Start date of seeking clarification	04/03/2025 , 12:00 hrs
(v) End date of seeking clarification	28 /03/ 2025 , 14:00 hrs
(vi) Bid Submission End Date & Time	28 /03/ 2025 , 15:00 hrs
(vii) Offline submission,EMD, and other supporting documents	28 /03/ 2025 , 15:30 hrs
(viii) Prebid meeting Date & Time	17/03/2025 , 14:30 hrs
(ix) Cost of Tender	Free of cost

Note : Contractor may inspect the Campus & assess its requirement before bidding the tender. Corrigendum / addendum / modification to this tender, if any, will be notified through GeM, www.idsa.in only.



**Col. Chetan Gurbax(Retd)
Assistant Director (Admin)**



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**TENDER FOR SUPPLY OF STATIONARY ITEMS AND PRINTING OF STATIONARY
ITEMS AT MP-IDSA**
MEMORANDUM OF WORK IN BRIEF

1	Name of work	Supply of Stationary Items and Printing of Stationary items at MP-IDSA
2.	Cost of Document	Free of Cost
3	Earnest Money	Rs. 8000/-
4.	Validity period	90 days
5	Estimated Value	Rs. 4,00,000 /-including GST
6.	Publish Date & Time	04 Mar 2025 by 1100 hrs
7	Submission Start Date & Time	04 Mar 2025 by 1130 hrs
8.	Site visit.	From 04 Mar 2025 onwards on all working day between 1030 hrs to 1530 hrs till submission end date.
9.	Tender Submission End Date	28 Mar 2025 by 1500 hrs.
10.	Tender Opening Date	28 Mar 2025 by 1530 hrs.
11.	Mode of Sending	EMD and relevant documents of In sealed cover by Speed post/Hand Delivery in the tender box kept at reception.
12.	Pre Bid meeting	On 17 Mar 2025 at 1430 hrs in Office Room No.333, which shall be mandatory requirement for consideration of bid acceptance.


Col. Chetan Gurbax(Retd)
Assistant Director (Admin)

Signature of bidder
Name :

Company seal
Date



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Supply of Stationary Items and Printing of Stationary items at MP-IDSA

Online bids on GeM, are invited for the work as mentioned above and scope of Supply and terms & Conditions of the order shall be as follows: -

1. **Execution of Work:** The supply shall be executed in best workman like manner, to the entire satisfaction of the Institute.

2. **Unit Price:** Unit rates quoted for the supply of items shall be deemed to include for all material , labour, tools and accessories, as required for proper execution of work complete in all respects. Any missing minor details which are not spelt out in the description of items but are required for proper completion of work shall be deemed to have been taken into account in the quoted rates. The rates shall also include for transportation including price escalations, contractor's overheads and profits including GST. Nothing extra shall be admissible on any such account.

3. **Approval of Material and Workmanship:** The materials which stand rejected shall be removed from the site forthwith and replaced with approved materials at no extra cost. Items to be supply shall be of good quality and make. After award of contract successful bidder shall have to get sample approved (for each items as required by Institute) within 5 days from MP-IDSA before supply in lot.

4. **Defect Liability:** The date of delivery of the Store, stipulated in the acceptance of the tender should be deemed to be the essence of the contract and delivery must be completed not later than the dates specified therein. Extension will not be given except in exceptional circumstances. However, deliveries be made after the expiry of contracted delivery period, without prior concurrence of the purchaser and be accepted by the consignee, such delivery will not deprive the purchaser of his right to recover liquidated damages under clause 5(i) below.

4(i) If the supplier fails to deliver the stationery or any consignment thereof within the period prescribed for delivery, the purchaser shall be entitled to recover 1 % of the value of delayed supply for a period up to 1 (One) week and thereafter at the rate of 10% of the value of the delayed supply for another 1 (One) week of delay.

5. **Period and Term of Delivery:** Delivery of goods shall be made by the supplier within 3 days of placing of purchase order. However, in case of emergent requirement he has to supply the required quantity of goods within 72 hours of placing of order also. In few cases the items (Printing of Visiting Card) are to be deliver at a very short notice i.e. within 24 hours. If fails to supply the items in short notice, same shall be procure through local market and actual amount shall be debited from monthly bill submitted by

firm.

6. No material will be issued by the department. All materials for the work as per scope of work if required will be procured/arranged by the contractor at his own cost.

7. **Submission of quotation:** The Financial Bid shall have to be submitted online at GeM, tenders will be opened electronically on specified date and time as given in the NIT. All entries in the tender should be entered in online formats without any ambiguity.

8. Upon acceptance of the quote, no subletting/transfer would be allowed by the Institute.

9. **EMD Payment:** The bidder shall be required to submit the Earnest Money Deposit (EMD) for an amount of Rs.8000/- by way of FDR/Demand drafts or Bank Guarantee only. The demand drafts or Bank Guarantee shall be drawn in favour of "MP-IDSA". The EMD of the successful bidder shall be returned after the successful submission of Bank Guarantee/ Security Deposit and for unsuccessful bidder(s) it would be returned after award of the contract.

a) Tenderer shall not be permitted to withdraw his offer or modify the terms and conditions thereof. In case the tenderer fail to observe and comply with stipulation made herein or backs out after quoting the rates, the aforesaid amount of earnest money will be forfeited.

b) The Firm who are registered with MSME/ OR Small Scale Industries (SSI) are exempted to submit the EMD **(Copy of MSME / Udayam registration must have supply of stationary item NIC code and same shall be provide along with technical bid)**

c) The EMD, in case of unsuccessful Bidders shall be retained by MP-IDSA till the finalization of the tender. No interest will be payable by MP-IDSA on the EMD.

d) The Bid documents of original instruments in respect of earnest money deposit must be delivered to the MP-IDSA on or before last date/time of Bid Submission as mentioned above. The bid without EMD will be summarily rejected.

10. **Security Deposit:** The Bidder shall be required to furnish a Performance Guarantee by way of Bank Guarantee through a public sector bank or a private sector bank authorized to **make BG`s/FDR for a sum equal to 5% of contract value.** Performance Bank Guarantee shall be valid up to 90 days beyond the satisfactory completion of Defect liability period. During this period, If any defect is found the same shall be got rectified immediately by the contractor. No extra payment will be made.

11. **Payment Term:** Payment shall be made against successful delivery of items at site. No payment will be made for goods rejected. All statutory deductions like TDS, GST as applicable rules shall be made from the due payment of the bidder.

12. **Subletting of Work:** The firm shall not assign or sublet the work/job or any part of it to any other person or party. The tender is not transferable. Only one tender shall be

submitted by one tenderer.

13. **Scope of work** – The scope of supply is placed at **Annexure I** .

14. **Duration of Tender:** The tender is initially for a period of one year and may be extended for a further period of one year and maximum extension period up to four years with mutual consent on the same terms and conditions and rates are increase by 5% after completion of one year each time with the approval of Competent Authority.

15. **After Sales Services:**

a) The bidder shall ensure to render after sales services during the warranty period to the satisfaction of purchaser.

b) The bidder will depute their representative within three working days to attend the service call received in writing from purchaser.

16. **Other Conditions:** The successful firm will be required to do the work/job for a period of one year from the date of award the contract. This Ministry shall, however, reserve the right to terminate the contract at any time without assigning any reason. The job will be entrusted on the basis of all-inclusive rate contract on 'as is where is' and competitive rates basis.

17. **Parameters and Technical Specifications for Executing the Work:**

i. The firm must be registered with Ministry of Micro, Small and Medium Enterprises and should have the turnover of Rs. 5,00,000/- (Rs. Five Lakh only) for the last three consecutive years.

ii. The firm has to submit a proof of registration and turnover as mentioned above supported by documentary materials.

iii. The supply order will be placed as and when required, irrespective of the quantity ordered and the successful supplier will have to meet all the requirement of the institute immediately on receipt of the supply order and in any case within a maximum period of 3 days from the date of supply order. However, the supply of urgent nature shall have to be made on the same day. In few cases the items are to be delivered at a very short notice i.e. within 24 hours.

iv. The price quoted will be inclusive of Taxes and shall be fixed and final. which will be quoted in the bid. The firm should also have a valid GST number, which should be mentioned.

v. The firm should be able to provide the requisite brand or similarly placed brand in case of manufacturer of the item (s).

vi. The delivery of the items will have to be made at MP-IDSA. No transportation/cartage charges will be provided for the same.

vii. Each page of the Tender Notice to be signed and stamped by the bidder in token of having accepted the same.

viii. The rates of various stationery and printing items can be varied from firm to firm and in any case institute shall be bound to accept the lowest overall rates of the item(s) of the particular firm by the institute throughout the year and the other

method adopted, as deemed fit by the Bids Evaluation Committee of the Institute.

ix. The Bids Evaluation Committee of the institute shall go into all aspects including cost factors of consumable stationery and printing items and then decide for awarding of the tender. By quoting lower rates in respect of all total amount

x. **-Definition of Similar Work: Supply stationary, printing work & furnishing items in any Government/PSU/Autonomous Body/Educational Institutions. Firm must be submit under mentioned documents:-**

Sno	Parameter	For General Bidder	For MSME/MII registered bidder
(a)	Work Experience	03 Years	Exempted
(b)	Average Annual Turnover last 03 years	10 Lakhs	Exempted
(c)	PAN & GST Number	Required	Required
(d)	One similar nature of supply	Required	Required
(e)	ITR last 03 years	Required	Exempted
(f)	The Firm should be located in the area of Delhi/NCR only.	Proof Required	Proof Required

18. **Liability to Damage:** Contractor shall be fully responsible for safety & security to his workers. Contractor has to give written undertaking that he will be fully responsible for any accident/misshaping occurred during the work & he will indemnify MP-IDSA in case of any accident.

19. **Evaluation & Award of work:** The bids will be evaluated as per the Eligibility criteria given at Clause 17 above. The bids which are found to be fulfilling the eligibility criteria shall only be considered for opening of Price-Bids. MP-IDSA may seek clarifications in the bids from the bidders during the evaluation process. The work will be awarded to the lowest responsive (L-1), evaluated bidder and supply- order will be issued to the firm. MP-IDSA may like to visit the similar completed works of the successful bidder before considering their bid/ award of work. Substantially responsive financial bids will be checked for any arithmetic errors. Arithmetic errors are to be rectified on the basis of the standard procedure as follows: -

a) If there is a difference between the amount of rate in figure and in words of an item, and the total amount is worked out, then the rate which corresponds to the amount worked by the bidder shall be taken as correct.

b) If the bidder has not worked out the amount of an item, or the same does not correspond with the rates written either in figures or in words, then the rate quoted by him in words shall be taken as correct.

c) If the rate quoted by the bidder in figures and in words tallies, but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.

d) Relevant documentary evidence, if the bidder wants to avail the purchase preference of MSE/MII. Micro and Small Enterprises (MSEs) participating in the tender will be given benefit as per Public Procurement Policy, 2012. Further, the MSEs owned by SC/ST entrepreneurs will also be given benefits as per Public Procurement Policy, 2012.

e) If the selected bidder refuse to execute the work after award of work, his EMD will be forfeited.

20. **Force Majeure:**

a) In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 90 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.

21. **Code of Ethics:**

a) The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such contracts. If the bidders are found in Bid pooling or against law against fraud and corruption then their firms may be blacklisted.

22. **Dispute Resolution.**

(a) Any dispute and or difference arising out of or relating to this contract will be resolved through joint discussion of the authorities' representatives of the concerned parties. However, if the disputes are not resolved by joint discussions, then the matter will be referred for adjudication to a sole Arbitrator appointed by the Director General MP-IDSA

(b) The award of the sole Arbitrator shall be final and binding on all the parties. The arbitration proceeding's shall be governed by Indian Arbitration and Conciliation Act 1996 as amended from time to time.

(c) The cost of Arbitration shall be borne by the respective parties in equal proportions. During the pendency of the arbitration proceeding and currency of contract, neither party shall be entitled to suspend the work/service to which the dispute relates on account of the arbitration and payment to the contractor shall continue to be made in terms of the contract. Arbitration proceedings will be held at Delhi/New Delhi only.



Col.Chetan Gurbax(Retd)
Assistant Director (Admin)

Undertaking

1. That I/we have carefully studied all the terms & conditions of NIT and shall abide by it.
2. That I/We shall supply the items of requisite quality.
3. That I/We undertake that the information given in this tender are true and correct in all respect and I/We hold the responsibility for the same.
4. That I/We undertake that sample of items will be kept ready for inspection by the Ministry. I/we shall be responsible for the cancellation of tender if samples are not up to the mark.

(Signature of the Tenderer with stamp of firm)

Date:

Place:

Form of Quotation

(Note: the appendix forms the part of the Quotation)

To,

**MP-IDSA
No 1, Development Enclave
Rao Tularam Marg, New Delhi-110010.**

Sir,

Name of work: Supply of Stationary Items and Printing of Stationary items at MP-IDSA

1. Having visited the site (**Prebid meeting attended**) condition and examined the conditions of contract, specifications and schedule of quantities for the above named work, we offer to undertake and complete the whole of subject work in conformity with the said conditions of the contract and schedule of quantities of this quotation.
2. We undertake to complete and deliver the whole of the supply comprised in the contract within the time limit.
3. We have independently considered the amount of liquidated damages shown in the appendix hereto and agree that it represents fair estimates of loss likely to be suffered by you in the event of the works not being completed properly.
4. Unless and until a formal agreement is prepared and executed, this quotation together with your written acceptance thereof shall constitute a binding contract between us.
5. We understand that if our quotation is accepted, we are to be jointly and severally responsible for the due performance of the contract.

Dated Day of

Signature.....In the capacity of
Duly authorized to sign for and on behalf of.....
Name and address of the tenderer.
(IN BLOCK CAPITALS)

List of Items

Annexure I

Sr.No	Item Name	for 12 Months
1	Binder Clip	200
2	Binding Sheet (Blue)	160
3	Binding Sheet White	160
4	Board Pin	140
5	Calculator Citizen 12 digit	30
6	Carbon	2 box
7	Card case	300
8	Carry Bag*	400
9	Cash book (Accounts)	Per page
10	Clip Board	20
11	Correction Fluid (white)	100
12	Daily issue register (library)	Per page
13	Dak Pad	10
14	Damp Pad (Round)	100
15	Despatch register	Per page
16	Dragon sheet id card papers	Per page
17	Dustbin	10
18	Duster	40
19	Envelopes white 10.45 MPIDSA	800
20	Envelopes white 8*5.5 MPIDSA	600
21	Eraser	100
22	File and magazine	Per pc
23	File Binder	Per pc
24	File cover blue MPIDSA	Per pc
25	File cover green MPIDSA	Per pc
26	File cover orange MPIDSA	Per pc
27	Glue Stick	200
28	Highlighter	200
29	Hp Gt53 XL INK	10
30	IDSA Petrol/ Diesel bill Book	Per page
31	Index File	100
32	Ink Blue & Black	10
33	Lamination Roll	01 Roll
34	Leather bag	01 bag
35	L size folder (MPIDSA)	01 Folder
36	Letter head (DG,DDG)	Per page
37	Letter head MPIDSA	80 packet
38	Lexur Signature Pen (CD MARKER	80
39	L-size folder (clear) plastic	2000
40	Mortien Power	60
41	Note Pad - Conf.	2000
42	Note-Sheet Green	60
43	Not-Pad (MP-IDSA)	Per pc
44	Office Tray	10
45	Paper Cutter	100
46	Pen - Montex	1800

	(Black,Blue,Red)	
47	Pen - Uniball (Black,Blue,Red)	300
48	Pilot Pen (Hi Tech Point) (Blue)	100
49	Pen Stand	40
50	Pencil	1400
51	Pencil cell - AA	80
52	Pencil Cell - AAA	60
53	Pencil Cell - Duracell	60
54	permanent marker pen black	100
55	Permanent marker pen Green	40
56	Permanent marker pen Red	40
57	Photo Paper (Oddy)	10
58	Pin Container	40
59	Plastic file	80
60	Polyster film A4	6 packet
61	Post-it - 3"x3"	340
62	Post-it - colour flag	200
63	Printing Sticker	Per Sticker
64	Printing Ribbon	Per Ribbon
65	Printing Paper (A-3)	50
66	Printing Paper (A-4)	700
67	Punch - Double	30
68	Punch - Single	40
69	Register - 100 & 300 Page	120
70	Rubber band	8 packet
71	Scale - Plastic 12"	20
72	Scale - Steel 12"	10
73	Scissors	30
74	Service Book	Per Book
75	Sharpener	100
76	Sollo Display File (DF203) (60 * 20 leaves	100
77	Sollo Ring Binder No-402	30
78	Spiral Notebook No 66	100
79	Spiral Notebook No 99	100
80	Stamp Pad (Blue)	40
81	Stapler - 10D	100
82	Stapler - Big	2
83	Stapler Pin - 10D	200
84	Stapler Pin - 24/36	60
85	Sticker 2,4 wheelers	Per Sticker
86	Stock register (40* 65)	Per page
87	suthli plastic	10
88	Tag Green	100
89	Tag White	100
90	Tape - Brown	60
91	Tape - cello 1 inches	120
92	Tape - cello 2 inches	50

93	Tape Dispenser	20
94	U-Clip	140 packet
95	Visiting Card	Per Card
96	Visitor Book	Per Book
97	White Board Marker	50
98	Yellow Envelope	200
99	Two Wheeler Sticker	150
100	Four Wheeler Sticker	100

Price Bid

To be filled properly, reasonably. The rates should be filled in prescribed format including GST.

Sr.No	Item Name	Qty. (For 01 Year) Nos./Pc/Box/Rim	Rate per Pc/No./Box/Rim	Total Amount
1	Binder Clip	200		
2	Binding Sheet (Blue)	160		
3	Binding Sheet White	160		
4	Board Pin	140		
5	Calculator Citizen 12 digit	30		
6	Carbon	2 box		
7	Card case	300		
8	Carry Bag*	400		
9	Cash book (Accounts)	Per page		
10	Clip Board	20		
11	Correction Fluid (white)	100		
12	Daily issue register (library)	Per page		
13	Dak Pad	10		
14	Damp Pad (Round)	100		
15	Despatch register	Per page		
16	Dragon sheet id card papers	Per page		
17	Dustbin	10		
18	Duster	40		
19	Envelopes white 10.45 MPIDSA	800		
20	Envelopes white 8*5.5 MPIDSA	600		
21	Eraser	100		
22	File and magazine	Per pc		
23	File Binder	Per pc		
24	File cover blue MPIDSA	Per pc		
25	File cover green MPIDSA	Per pc		
26	File cover orange MPIDSA	Per pc		
27	Glue Stick	200		
28	Highlighter	200		
29	Hp Gt53 XL INK	10		
30	IDSA Petrol/ Diesel bill Book	Per page		
31	Index File	100		

32	Ink Blue & Black	10		
33	Lamination Roll	01 Roll		
34	Leather bag	01 bag		
35	L size folder (MPIDSA)	01 Folder		
36	Letter head (DG,DDG)	Per page		
37	Letter head MPIDSA	80 packet		
38	Lexur Signature Pen (CD MARKER	80		
39	L-size folder (clear) plastic	2000		
40	Mortien Power	60		
41	Note Pad - Conf.	2000		
42	Note-Sheet Green	60		
43	Not-Pad (MP-IDSA)	Per pc		
44	Office Tray	10		
45	Paper Cutter	100		
46	Pen - Montex (Black,Blue,Red)	1800		
47	Pen - Uniball (Black,Blue,Red)	300		
48	Pilot Pen (Hi Tech Point) (Blue)	100		
49	Pen Stand	40		
50	Pencil	1400		
51	Pencil cell - AA	80		
52	Pencil Cell - AAA	60		
53	Pencil Cell - Duracell	60		
54	permanent marker pen black	100		
55	Permanent marker pen Green	40		
56	Permanent marker pen Red	40		
57	Photo Paper (Oddy)	10		
58	Pin Containor	40		
59	Plastic file	80		
60	Polyster film A4	6 packet		
61	Post-it - 3"x3"	340		
62	Post-it - colour flag	200		
63	Printing Sticker	Per Sticker		
64	Printing Ribbon	Per Ribbon		
65	Printing Paper (A-3)	50		
66	Printing Paper (A-4)	700		
67	Punch - Double	30		
68	Punch - Single	40		
69	Register - 100 & 300 Page	120		
70	Rubber band	8 packet		
71	Scale - Plastic 12"	20		
72	Scale - Steel 12"	10		

73	Scissors	30		
74	Service Book	Per Book		
75	Sharpener	100		
76	Sollo Display File (DF203) (60 * 20 leaves	100		
77	Sollo Ring Binder No-402	30		
78	Spiral Notebook No 66	100		
79	Spiral Notebook No 99	100		
80	Stamp Pad (Blue)	40		
81	Stapler - 10D	100		
82	Stapler - Big	2		
83	Stapler Pin - 10D	200		
84	Stapler Pin - 24/36	60		
85	Sticker 2,4 wheelers	Per Sticker		
86	Stock register (40* 65)	Per page		
87	suthli plastic	10		
88	Tag Green	100		
89	Tag White	100		
90	Tape - Brown	60		
91	Tape - cello 1 inches	120		
92	Tape - cello 2 inches	50		
93	Tape Dispenser	20		
94	U-Clip	140 packet		
95	Visiting Card	Per Card		
96	Visitor Book	Per Book		
97	White Board Marker	50		
98	Yellow Envelope	200		
99	Two Wheeler Sticker	150		
100	Four Wheeler Sticker	100		
Grand Total				

Total amount in words: _____

Signature of Bidder with stamp

Note: -

1. **The amount quoted should be inclusive of GST.** Conditional Tenders will be rejected.
2. The contractor shall include cost of supply & transportation of materials, labour, tools, etc. to the site.
3. If any discrepancy found in quoting the financial bid in words and figures, the higher quoted amount will be considered.
4. GST & TDS will be deducted as per rules from the quoted amount and may be catered for while quoting the rates.