

KERALA AGRICULTURAL UNIVERSITY
PLANT PROPAGATION AND NURSERY MANAGEMENT UNIT
VELLANIKKARA, KAU P.O. THRISSUR – 680 656
 GSTIN: 32AAAGP0075R1Z2

centnurs@kau.in 04872438620

No: CD- 1227/2021

Dated, 25/02/2023

QUOTATION NOTICE

Sealed quotations on competitive basis are invited for the supply of following stationery items for a year as per requirements according to the following terms and conditions

SL. NO.	ITEM/WORK	Rate to be quoted Available packs (Numbers/Rolls/Packets/Box/Bundles ...)			Rate to be quoted Available packs (Numbers/Rolls/Packets/Box/Bundles ...)
1	A4 Paper		29	Gum Stick	
2	Writing paper		30	Note Book (200Pages)	
3	Pen		31	Note Book (100Pages)	
4	Pencil		32	Register (100 Pages)	
5	Eraser		33	Register (200 Pages)	
6	Box File(Big)		34	Door Mat	
7	Box File(Small)		35	Turkey Towel	
8	Lizol		36	Lemon Grass oil	
9	Harpic		37	Soap powder	
10	Sanitizer		38	Writing board	
11	Pril liquid		39	Sticky notes	
12	Phenol		40	Correction pen	
13	Postal cover		41	Gum	
14	File Board		42	Mop	
15	Tag		43	File Tray	
16	Twine		44	Broom Stick	
17	Stapler		45	Soap	
18	Stapler pin		46	Handwash	
19	Gemclip		47	Dust pan	
20	Pin		48	Mug	
21	Flag		49	Bill Roll Paper (Big/small)	
22	Seal Pad		50	Mask	
23	Seal Pad ink		51	White Board Cleaning solution	
24	Marker		52	Sticker paper	
25	Highlighter		53	Stock Register (Page No.)	
26	Scissors		54	Carbon paper	
27	Calculator		55	Cloth line cover	
28	Single punch		56	Paper file	

Terms and Conditions:-

1. The quotation should be in the sealed cover (addressed to the Professor & Head, Plant Propagation and Nursery Management Unit, KAU, Vellanikkara, 680656) on or before **13.03.2023 at 11.00am** Late and defective quotations will be rejected.
2. The envelop should be superscribed as "Quotation for the supply of stationery items as per Quotation no. CD-1227/21 dt25/02/2023.
3. The quotation will be opened at 11.30am on the same day in the presence of those bidders who are present at that time. If any Harthal/strike/any unexpected holiday

occurs on the date of opening of quotation, the quotation will be opened on the next working day.

4. The quotationer should state the rate at which they are willing to supply the items. The taxes and duties if any may also be shown separately. The rate will be valid from 15.03.2023 up to 14.03.2024
5. The supplier must have GST Registration.
6. The payment will be made through invoice/ credit bill system and by NEFT/ cheque only to the supplier.
7. Satisfy all other conditions, the lowest rate will be accepted, the successful quotationers should supply the item within 7 days on receipt of supply order issued from this office.
8. The decision of the undersigned will be final in connection with this quotation and all the other terms and conditions of government quotations in force will be applicable in this quotation also.

[Handwritten Signature]

Professor & Head

Professor & Head
Plant Propagation and Nursery Management Unit
Kerala Agricultural University
Vellanikkara-689 656

To: Notice Board- Office, KAU Website

Copy to: File/Section officer/Spare

[Handwritten Mark]

