



SHIVAJI POLYTECHNIC COLLEGE, SANGOLA

Approved by AICTE, New Delhi, Recognized by DTE, Mumbai & Govt. of Maharashtra, Affiliated to MSBTE, Mumbai)

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QUOTATION

Sub: Invitation of Quotation for Supply of Stationary.

Sir,

This institute has decided to purchase Stationary for the year 2024-25. So you are requested to send the quotation as per terms and conditions given below.

- Rates for F O R destination & inclusive of all taxes such as Railway fright Transport & Sales Tax.
- 2. Required List of Stationary is available on institute website.
- Latest Stationarywill be accepted & old or damage Stationary will be returned to you at your own cost.
- No handling charges will be paid unless & until specified in order to supply the Stationaryform foreign countries.
- Only latest approved rates of Good Office Committee (GOC) will be accepted in case of conversion of foreign currency. One copy of circular of GOC should be supplied by you with quotation.
- 6. Discount of Stationary should be specified by Supplier wise as per the enclosed list.
- 7. Quotation should reach to the office on or before dt. 02.01.2025 at 05.00pm.
- 8. This quotation will be valid up to 31st March 2025.

Principal, Shivaji Polytechnic College, Sangola

(To be submitted by Bidder on Letter head)

Quotation for supply of Stationery Items.

Sub: Invitation of Quotation for supply of Stationery Items.

Sir,

I/We submit our most competitive offer in response to a letter as referred above in accordance with the conditions of contracts. Our quotation is given below.

Sr.No.	Description of Item	Quantity	Rate	Total Cost
1	White board marker	50		
2	DVD blank	25		
3	CD blank	25		
4	C D marker Black	40		
5	White Chalk (Liba)	100		
6	Color Chalk (Liba)	100		
7	Stapler 10 NO	10		
8	Stamp pad	10		
9	Stamp pad Ink Bottle	10		
10	Permanent marker	10		
11	Highlighter pen	40		
12	Gum Bottle 700 ml	6		
13	Stapler pin box Big	3		
14	Stapler pin box 10 no	10		

15	Akhiv Rim (Icon)	200	
16	A4 Paper rim (B2B)	200	
17	Punching Machine Big	5	
18	Punching Machine Small	15	
19	Gum tape	100	
20	Box File(Rajdhani)	100	
21	Carbon paper box (Camlin)	5	
22	Color Flag	50	
23	Whitener pen	30	
24	Rubber band	3 KG	
25	File Tag small	10	
26	File Tag Big	5	
27	Duster (Omega)	30	
28	Note Book (Classmate)	100	
29	Bill book Duplicate	10	
30	Katri	10	
31	Duster White board	20	
32	Brown Pocket	600	
33	White board marker Ink	30	
34	C D marker Red	30	
35	Gum Bottle 150ml	20	
36	Watch cell (Nippo)	50	