

GOVERNMENT OF NCT OF DELHI
OFFICE OF THE DEPUTY COMMISSIONER (NORTH EAST)
D.C. OFFICE COMPLEX, NAND NAGRI: DELHI-110093

No.F.7/47/DC/NE/CTB/2013-14/ 395

Dated: 10/2/17

Sub:- Provide Quotations for Stationery and Consumable items.

Sir,

It is requested you to provide the quotations of following stationery and consumable items within 07 days from the date of issue this letter. The details of items are as under:-

Stationery Items

S.N	Items	Specification	Rate per Unit
1.	Paper A4	75 GSM	Rim
2.	Paper Legal	75 GSM	Rim
3.	Note sheet Green (with office name printed)	100 sheets	Pad
4.	Ruled Register	4qr	Rim
5.	Glue Stick	Kores	Nos
6.	Ball pen	Cello	Nos
7.	Officer Pen (Blue)	Uni ball (UB-150)	Nos
8.	Officer Pen (Black)	Uni ball (UB-150)	Nos
9.	Officer Pen (Red)	Uni ball (UB-150)	Nos
10.	Officer Pen (Green)	Uni ball (UB-150)	Nos
11.	Tag	Good quality	Bunch
12.	Pencil	Natraj	Pkt
13.	Color flag (Self Sticker)	Good Quality	Pkt
14.	Envelop	Medium size	Box
15.	Stapler Big	Kangaroo	Nos
16.	Stapler Small	Kangaroo	Nos
17.	Eraser	Natraj	Nos
18.	Dak Pad	Neelgagan	Nos
19.	File Board with wrapper	Good Quality	Nos
20.	Spiral Pad	50 sheets	Nos
21.	Writing pad	50 pages	Nos
22.	Permanent Marker	Luxure	Nos
23.	Highlighter	Luxure	Nos

P.T.O

Consumable Items

S.N	Items	Specification	Rate per Unit
24.	Detol Soap	75 gm	Nos
25.	Detol Liquid soap	250 ml	Nos
26.	All out refill	All out	Nos
27.	Hit mosquito spry	625 ml	Nos
28.	Towel Big	Good quality	Nos
29.	Hand Towel	Good quality	Nos
30.	Duster White	2' X 2'	Nos
31.	Colline	500 ml	Nos
32.	Tube CFL	4 feet	Nos
33.	Cup Pate	Bone China	Set
34.	Foot Mat (jute)	3' X 2'	Nos
35.	Foot Mat (jute)	4' X 2'	Nos
36.	Dustbin Plastic	small	Nos
37.	Glass Officer (6 pices set)	Borosil	Set
38.	Glass Ordinary	Good Quality	Nos
39.	Car perfume	Ambi pure	Nos
40.	Water jug	2 Ltr	Nos
41.	Mayur Jug	10 Ltr	Nos
42.	Desert Cooler with stand	Standard Size	Nos
43.	Pencil Cell	AA size	Nos
44.	Pencil Cell (for remote)	AAA size	Nos
45.	Gum Bottle (Luxure)	200 ml	Nos
46.	Gum Bottle Big (Luxure)	500 ml	Nos
47.	Lock Big (Harision)	75 mm	Nos


16/2/17

(RAJ KUMAR)
OIC(CTB)

DISTT. NORTH EAST