



केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान

(भारतीय कृषि अनुसंधान परिषद)

पोस्ट बॉक्स सं 1603, एरणाकुलम उत्तर डा.घ., कोचिन - 682 018

CENTRAL MARINE FISHERIES RESEARCH INSTITUTE

(Indian Council of Agricultural Research)

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Tender Enquiry No. 14-2/2007-P

Dated: 24-4-2008

To

M/s

Sub: Supply of **Office Stationery and Computer accessories** on Running Rate Contract basis upto 31-03-2009– reg.

Sirs,

We are interested to enter into Rate Contract for procurement of Office Stationery/ Computer accessories with registered leading reputed Stationery dealers as per Terms & Conditions prescribed hereto as Annexure – I.

If you are interested in the matter please furnish your price list/competitive rate for the following items to this office on or before 15-5-2008 at 1400 hrs:-

Sl. No.	Description	Accounting Unit	Make/Brand/ Specification/ Grading	Unit Price
1.	Writing Paper	1 Pkt	60 Gsm	
2.	Duplicating Paper	1 Pkt	60 Gsm	
3.	Photocopier Paper	1 Pkt	A4-75 Gsm (JK)	
4.	Photocopier Paper	1 Pkt	F5 - 75 Gsm (JK)	
5.	Photocopier Paper	1 Pkt	A3 -75 Gsm (JK)	
6.	Photo glossy paper	1 pkt	260 gsm	
7.	Boll Pen	1 No.	Cello - Techno Tip	
8.	Refill Blue, Black, Red	1 No.	Cello - Techno Tip	
9.	Gel Pen	1 No.	Add Gel	
10.	Gel Refill	1 No.	Add Gel	
11.	Marker Pen	1 No.	Camlin	
12.	White Board Marker Pen	1 No.	” ”	
13.	Sketch Pen	1 No.	Reynold	
14.	Stapler – small	1 No.	Kangaro	
15.	Stapler – Big	1 No.	Kangaro	
16.	Stapler Pin (small)	1 Pkt	Kangaro	
17.	Stapler pin (big)	1 Pkt	Kangaro	
18.	Eraser	1 No.	Nataraj	
19.	White Ink Pen	1 No.	Kores	
20.	Sharpener (Pencil)	1 No.	Nataraj	
21.	Stapler pin remover	1 No		
22.	Scissors	1 No	small	
23.	Punching machine Double punch Single punch	1 No	Kangaro	
24.	Paper Pin	1 pkt	Bell brand	
25.	Gem clip – plastic coated	1 pkt	Dolphin	
26.	Scribbling Pad – 50 steel 15x12 50steel 14 x 8	1 No	Matrix	
27.	Pen cell battery	1 No	Eveready	
28.	Cello Tape	1 No	½” - Raj	
29.	Cello Tape	1 No.	1” - Raj	
30.	Register 1 Qr	1 No		
31.	Register 2 Qr	1 No		
32.	Register 3 Qr	1 No		
33.	Register 4 Qr	1 No		
34.	Plastic Bucket (20 Lit) “ (10 Lit)	1 No	Brite/Family	
35.	Plastic mug (½ Lit) (1 ltr)	1 No	Brite/Family	

36.	Fevi Stick – 15 grm	1 No		
37.	Plastic scale – 30 cm	1 No	Camlin	
38.	Glass Tumbler	1 No	Yera	
39.	File Folder	1 No		
40.	CD packer file	1 No		
41.	Thick brown sheet	1 roll		
42.	Brown paper	1 roll		
43.	Permanent marker	1 No		
44.	Calclater 12 digit	1 No		
45.	Dettol	1 No		
46.	Soap	1 No		
47.	Vim	1 pkt		
48.	Rubber band small, big	1 pkt		
49.	Pencil	1 Pkt	HP	
50.	Paper Cutting knife (Large)	1 No	Nataraj	
51.	Note sheet pad	1 No	Green colour Gsm 65	
52.	Paper weight	1 No	Glass – Flat round	
53.	Gum	1 bottle	300 ml	
54.	Soap – 100 grm	1 No	Lifebuoy	
55.	Wonder Tape	1 No	2” - Raj	
56.	Wonder tape	1 No	1” - Raj	
57.	Field Diary (small book)	1 No		
58.	File pad (good quality)	1 No		
59.	Century Card	1 No.	sony	
60.	Write on pad (Post it pad)	1 No.	Corporate	
61.	Plastic File Tray	1 No.	Omega 3 stand	
62.	File Tag	1 bundle		
63.	Brown paper with plastic coating Without coating	1 roll		

Computer accessories

64.	External Hard disc 80 GB	1 No.		
65.	External Hard disc 120 GB	1 No.		
66.	External Hard disc 160 GB	1 No.		
67.	Pen Drive 2 GB	1 No.		
68.	Pen Drive 4 GB	1 No.		
69.	Pen Drive 8 GB	1 No.		
70.	1 GB DRAM	1 No.		
71.	HP 27 Black Cartridge	1 No.	Laserjet	
72.	HP 28 colour Cartridge	1 No.		
73.	HP 56 Black Cartridge	1 No.		
74.	HP 57 colour Cartridge	1 No.		
75.	HP 78D Colour cartridge	1 No.		
76.	Epson R 310, 350 Cartridge (6 colours)	1 No.		
77.	Epson 390 Cartridge	1 No.		
78.	Epson 2100 Cartridge (8 colours)	1 No.		
79.	Epson 1270 black cartridge	1 No.		
80.	Epson 1270 colour cartridge	1 No.		
81.	Epson C20 Black cartridge	1 No.		
82.	Epson C20 colour cartridge	1 No.		
83.	Epson 440 Black cartridge	1 No.		
84.	Epson 440 colour cartridge	1 No.		
85.	TVSC 345 ribbon cartridge	1 No.		
86.	DVDR - RW	1 pkt		
87.	C D R W	1 pkt		
88.	HP 1010, 1015, 1022, 1020 Toner cartridge	1 No.		
89.	HP Toner Cartridge 1000, 1200 (15A)	1 No.	Laserjet	
90.	HP 1160 T-C	1 No.	Laserjet	
91.	HP 2100 Toner cartridge	1 No.		
92.	HP 20 black cartridge	1 No.		
93.	HP 49 colour cartridge	1 No.		
94.	HP 45 black cartridge	1 No.		
95.	HP 78 D colour cartridge	1 No.		
96.	Xerox Phase 3117	1 No.		
97.	Floppy	1 pkt	Sony	
98.	C D R spind strong	1 pkt	Moserbear gold	
99.	DVD	1 No.	sony	
100.	12 Volt 7 AH batteries	1 No.	Exide brand	

The Quotation shall be addressed to the Director, CMFRI, Post Box No. 1603, Ernakulam North P.O, Cochin – 682 018 and it should also bear the Tender Enquiry Number and the words “ **DO NOT OPEN BEFORE 15-05-2008 AT 14.00 Hrs**”. This envelope should then be put inside another envelope, which will also be duly sealed. The outer envelope will bear the full address of the purchaser. **The supplier must ensure that its tender (i.e. quotation), duly sealed as above, reaches the purchaser at least one hour before the time and date of opening of tenders.** The supplier may, at its choice, send the tender by registered post or by speed post. Alternatively, the supplier may also hand deliver the tender to the purchaser or put the same in the tender box which has kept in room No. 511 in the fifth floor of CMFRI office building.

The tenders, which are received late by the purchaser will be ignored. Further, the purchaser does not accept any liability and responsibility for the tenders in case the same are not properly sealed & marked and/or sent as above.

Yours faithfully,

सहायक प्रशासनिक अधिकारी
Assistant Administrative Officer

Annexure – I

Terms & Conditions

1. Your rates should be firm and valid for the period upto 31-03-2009.
2. The percentage of CST/VAT should be shown separately.
3. During the period of contract the rate will not be enhanced. If there is a reduction in the price, relative benefit should be extended to the Institute.
4. The items are to be supplied as per approved specification. Quality and Quantity of the item supplied will be inspected to confirm the specification before being accepted.
5. Surplus/Outdated items will not be supplied and if found, the same should be replaced immediately at your cost.
6. This office will issue purchase order to you as and when the stores items are required. The supply should be completed within 5 days of issue of purchase order.