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STATE URBAN DEVELOPMENT AGENCY
Govt. of Odisha (H & U.D.Deptt.)
Vivekananda Marg, Bhubaneswar-751014
Tel/Fax No.0674-2432317/2432846
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No. 2491 / SUDA,

Dt. 22/11/19

Sealed quotations are invited in Letter Head from interested Reputed Suppliers/ Agencies or Co-operative Societies having valid TIN certificate, Registration Certificate, GST certificate, & PAN Certificate etc for supply of 105 numbers of different Office Stationeries. The last date for submission of quotations is on 07.12.2019 by 02.00 P.M. It will be opened on same date at 03.00 P.M. The detail List of Office Stationers is enclosed.

Terms & Condition

- 1) Items should be delivered at SUDA office & no charges will be paid for transportation, installation etc.
- 2) Firms/Agencies is to quote rate inclusive of all taxes & to submit the bill showing the GST & other Taxes.
- 3) Valid trade License may be produced.
- 4) Delivery of material should be within 2 Days.
- 5) Firms who have at least for 5 years of experience for supply of Office Stationers to Govt. Organization/Corporate Offices etc will be allowed to participate in the above tender (work order to be enclosed)
- 6) EMD of Rs.10,000/- in form of D.D payable in favor of Additional Director, SUDA.

The undersigned reserves the right to accept or reject any offer without assigning reasons thereof.


Additional Director

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List of Office Stationaries

Sl. No.	Name of the item	Rate (price including GST)
1	Alpine (BER BOX)	
2	Binding Register(Rolling) No. 10(Per Pc.)	
3	Binding Register(Rolling) No. 20(Per Pc.)	
4	Binding Register(Rolling) No. 30(Per Pc.)	
5	Binding Register(Rolling)Cash Book No. 10(Per Pc.)	
6	Binding Register(Rolling)Cash Book No. 20(Per Pc.)	
7	Binding Register(Rolling)Cash Book No. 30(Per Pc.)	
8	Binding Register(Rolling)Issue Register No. 30(Per Pc.)	
9	Binding Register(Rolling)Despatch Register No. 30(Per Pc.)	
10	Arttendance Register No. 10 (Per Pc.)	
11	Bodkin (per pc.)	
12	Arch File (per pc.)	
13	BarLight Tube(Slim) (Philips) 40 W (Per Pc.) small	
14	Bulb 100 w(Per Pc.)	
15	Battery(Remote)(Dura Cell)(Per Pc.)	
16	Battery(Pencil)(Dura Cell)(Per Pc.)	
17	Bucket (Plastic) Big (Good quality)(Per Pc.)	
18	Bucket (Plastic) Small (Good quality)(Per Pc.)	
19	Calling Bell(with Remote) (Per pc.)	
20	Cup with Saucer white(Bone China) Small (Per Set)	
21	Cotton Cloth(Red) per Meter(with sample)	
22	Coloured Flag- (three Coloured) (Per Pkt.)	
23	Coloured Flag- (One Coloured) (Per Pkt.)	
24	Calculator 12 digit(Citizen) (Per Pc.)	
25	Cello Tape-(Big 2") (Per Pc.)	
26	Colin Liquid Spray(Per Pc.)	
27	Car Freshner	
28	Duster Cloth (Per Pc.)	
29	Dettol Liquid Soap (Hand Wah -Big) (Per Pc.)	
30	Dak Pad (Cotton) Coloured (Per Pc.)	

31	Duster (for White Notice Board)(Per Pc.)	
32	Envelop 11" x 5 " Boun and hide(Per 100 nos.)	
33	Envelop 9" x 5 " Boun and hide(Per 100 nos.)	
34	Envelop 6" x 5 " Boun and hide(Per 100 nos.)	
35	Envelop -A4 Size Yellow(Per PC.)	
36	Eraser (Per Box)	
37	File Board (Per Pc.)	
38	Folder(L Type) (Per Pc.)	
39	Gel Pen(Superior) (Per Pc.)	
40	Gel Pen(Superior) Refill (Blue/ Black/Red)(Per Pc.)	
41	Glass Tumbler(Milton) (Per Box)	
42	Gum Bottle(Big) (Per Pc.)	
43	Harpic Liquid (Per Pc.)	
44	J.K. Copie Xerox Paper A-3 Size (Per Box)	
45	J.K. Copie Xerox Paper A-4 Size (Per Box)	
46	James Clip (Plasticcoated) (per Box)	
47	Jhadu (Per Pc.)	
48	Lizal liquid (Per Bottle)	
49	Movement Register (Per Pc.)	
50	Marker pen(Highlighter)(Per Pc.)	
51	Mug (Plastic) Medium (Good quality) (Per Pc.)	
52	Napkin(Small Towel)(white) (Per pc.)	
53	Note Pad (Spiral) (Luxor Converge) 92 pages (14.8 cm X 21.0 cm) (per Pc.) GCM-60	
54	Note Pad (Spiral) (Luxor Converge) 160 pages (14.0 cm X 21.06cm) (per Pc.) GCM-70	
55	Note Pad (Spiral) (Luxor Converge) 300 pages (14.0 cm X 21.06cm) (per Pc.) GCM-70	
56	Note Pad (Spiral) (Luxor Converge) 160 pages (17.06cm X 25.00cm) (per Pc.) GCM-70	
57	Pen-(Luxor PILOT) (Hi- Tecpoint) (Per Pc.)	
58	Pen-(Elkos)	
59	Pen- Caliver	
60	Pen-Papersoft	
61	Pen-Rotomac Jumbo	

62	Pen-Linc-Tycon axo	
63	Napthalene(Per Kg.)	
64	O' Donell(75 Gm.) per pkt.	
65	Plastic Folder(L Folder)(per 100nos.)	
66	Pencil (Per Packet)	
67	Pen stand with 2 Pen Holders (Per Pc.)	
68	Pencil Cutter(Per Pc.)	
69	Punching Machine(Double hole) Kangaroo (per pc.)	
70	Punching Machine(Single hole) Kangaroo (per pc.)	
71	Plate (Bone China) Medium (Per Pc.)	
72	Paper weight (Per Box)	
73	Phynel (1 Ltr.) per box	
74	Refill (Ordinary) Small (Blue/Black/Red) per packet	
75	Room Freshner (Per Pc.)(SANDAL)	
76	Stapler(No.10) Kangaroo(Per Pc.)	
77	Stapler(No.24/6) Kangaroo(Per Pc.)	
78	Staple Pin(No.10) (Per Box)	
79	Staple Pin (No.23/7) (Per Box)	
80	Stamp Pad (Camel)(Big)(Per Pc.)	
81	Stamp Pad(Camel)(Small)(Per Pc.)	
82	Salu Cloth(Red and White) with sample(per meter)	
83	Sketch Pen (Per Pkt.)	
84	Scissors Big(Per Pc.)	
85	Soap(Dettol)(Per Pc.) Small	
86	Sanital(Nymily)(1 Ltr.) (Per Bottle)	
87	Tag per 1000 nos.(white sample)	
88	Towel for chair 30"x 60" (White) (Per Pc.)	
89	Towel for chair 30"x 72" (White) (Per Pc.)	
90	Towel (Small) White (Per Pc.)	
91	Tea tray Small (Per Pc)	
92	Use and through Pen(Per kt.)	
93	Vim Powder (Per Kg.)	
94	Waste paper basket(Dust Bin) (Per Pc.)	
95	White correction fluid Pen(Per Pc.)	

96	File Cover (Bottom System)(Sambalpuri) (Size-14/21)-Five Pocket inside	
97	File Cover (Chain System)(Sambalpuri) (Size-14/21)-Five Pocket' inside	
98	Jhota Handle Bag(Sambalpuri Chaka Border upper & lower)(Side pati size-5,Chain pati size-4,Handle Size-15)	
99	Kanvas Sling Bag with Sambalpuri Border(Size 11=5/14,Side Pati=5,Handle size=49,Flap size=10/12,)(Double Velcro)	
100	Ziko Handle Bag with two chaka pati lower side & upper side(Bag Size=13/17,Side Pati size =5,Chain Pati =4,Handle size=14,)(inside small pocket),	
101	white Jhota bag with two handle(Bag size=11/15,Side Pati=5,Chain Pati Size=4,Handle Size=14,Long handle size=48,)(Inside Laptop pocket,Front Side one Pocket,	
102	Carry Bags(Sambalpuri Chaki Pati) Upper side,Lower Side,(Size=11=5/13) Handle Size30,Back side chain	
103	Chikan Patti Shoulder bag (Two chikna Pati upper side & Lower side) (Size-14/14),(Long handle size 37)	
104	Net Don Bag(Size 5=13/14)(Handle size=5=27) (Two handle ,)	

105 Jeans Flap Bag(Size= 17/12) inside pocket