

Dr. Madan Chandra Boro

Registrar, i/c
M-9127022535
Email: registrar@kbvsasun.ac.in
registrarkbvsasu@gmail.com



कुमारभास्करवर्मसंस्कृत-पुरातनाध्ययनविश्वविद्यालयः
কুমার ভাস্কর বর্মা সংস্কৃত জ্ঞান পুরাতন অধ্যয়ন বিশ্ববিদ্যালয়
Kumar Bhaskar Varma Sanskrit & Ancient Studies University
Namati-781337 Nalbari, Assam

No.KBVS&ASU/NIQ/CCTV /21/2023-

Date: 26.07.2023

परिपत्रम्

NOTICE INVITING QUOTATION (NIQ)

It is for information to all registered local vendors of Nalbari that Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Namati is planning to select vendor for supply of various stationery items enclosed herewith for two financial years that is 2023-24 & 2024-25.

Therefore, the sealed quotation is invited separately from the interested vendors for 1. **Supply of Stationery Items** and 2. **Supply of Electronics Items** and reach to the undersigned on or before 7th August, 2023.

The Tender Committee will review the Quotations and the party offers Lowest (L1) cost will be selected for the purpose.

Please visit the University website for papers of **Quotation**.

Copy to:

1. O/o Vice Chancellor
2. O/o Executive Engineer, PWD, Nalbari
3. O/o Notice Board
4. Office File




Registrar i/c
Registrar i/c
KBVS & AS UNIVERSITY


Registrar i/c
Registrar i/c
KBVS & AS UNIVERSITY

BID FORWARDING LETTER

Date:

To

The Registrar, i/c
Kumar Bhaskar Varma Sanskrit and Ancient Studies University
District: Nalbari
Assam-781337

Subject: Submission of Quotations for

Ref. No.

Sir,

I/ We hereby confirm and declare that I/We have carefully studied the NIQ documents therein and undertake myself/ourselves to abide by the conditions laid down in the Quotations.

Yours faithfully,

Sign

Name.....

Date.....

Name of Firm.....

Registration No.

Address

Seal

TECHNICAL BID
(PRO-FORMA)

1	Name of the Firm:		
2	Address of the Firm:		
3	Name of the Proprietor		
4	Mobile Number		
5	PAN No		
6	GST Registration No.		
7	Email Id		
8	Attach Photocopy of GST		
9	Bank Account No.	Type:	
	IFSC Code:		
	Name of Bank:	Branch:	

Self Attached Photocopy of Documents to be submitted:

1. Trade License
2. GST
3. Pan Card
4. Income Tax Clearance Certificate
5. Bank Pass Book (shows AC No & IFSC Code)

Sign

Name.....

Date.....

Seal

NIQ
KUMAR BHASKAR VARMA SANSKRIT AND ANCIENT STUDIES UNIVERSITY
NAMATI-781337, NALBARI
Financial Bid for Stationery Items

Sl. No.	Description of the items	Make/ Brand/ Specification or equivalent	Approx Annual Quantity		Rate per Unit	Amount
17	Binder Clips 1/2" (12mm)	Good brand with quality	50	per pkt		
18	Binder Clips 3/4" (19mm)	Good brand with quality	50	per pkt		
19	Binder Clips 1" (25mm)	Good brand with quality	50	per pkt		
20	Binder Clips 1-1/4" (32mm)	Good brand with quality	50	per pkt		
21	Binder Clips 1-5/8" (41mm)	Good brand with quality	50	per pkt		
22	Binder Clips 2" (51mm)	Good brand with quality	50	per pkt		
23	CD Holder/ Stand (approx 100 CD storage capacity)	Good brand with quality	5	per nos.		
24	CD Mailer	Good brand with quality	1000	per nos.		
25	CD Cover (Plastic)	Good brand with quality	1000	per nos.		
26	CD marker (Black)	Luxor	300	per nos.		
27	Cello tape (1") Transparent (65 m)	Good brand with quality	500	per nos.		
28	Cello tape (1/2") Transparent (65m)	Good brand with quality	500	per nos.		
29	Cello Tape Transperent (50.8mm x 65m)	Good brand with quality	500	per nos.		
30	Cello Tape Brown (suitable for packaging) (50.8mm x 65m)	Good brand with quality	500	per nos.		
31	Cello Tape both sided (2inch width, 48mm x 5 mtr.)	Good brand with quality	50	per nos.		
32	Correcting Fluid (white)	Kores, Luxor	500	per nos.		
33	Correcting Pen (Kores / Raymonds)	Kores, Luxor	500	per nos.		
34	Conference Pad (15x21 cm) (20 pgs)	N.G/Shipra	500	per nos.		
35	Carbon paper (small)	kores	10	per pkt		
36	Drawing Pin (Plastic Head)	Bell/Zen	50	per pkt		
37	Drawing Pin (Steel)	Bell/Zen	50	per pkt		
38	Duster (White Board)	Good brand with quality	10	per nos.		
39	Engagement Stand (A4 size)	Kebica/N.G	2	per nos.		
40	Envelop (11cm x 25cm)	Good quality	5000	per nos.		
41	Envelop (12cm x 28cm)	Good quality	5000	per nos.		
42	Envelop (Inner Clothed- A4 size)	Good quality	5000	per nos.		
43	Envelop (Inner Clothed- FS Size)	Good quality	5000	per nos.		
44	Envelop (Inner Clothed- A3 Size)	Good quality	5000	per nos.		

45	File Board (14" x 10") Centre cloth patti	Neelgagan/ Pooja/ Best quality	500	per nos.		
46	File tray	Kebica/Solo/Megha/ Best quality	5	per nos.		
47	Glue Stick(15 g)	Faber Castlel/Kores	1000	per nos.		
48	Glue Stick(8 g)	Faber Castlel/Kores	1000	per nos.		
49	Gum bottle(150ml)	Camllin/Hansa	10	per nos.		
50	Highlighter (All Colours)	Faber Castle/Luxor	500	per nos.		
51	Ink Cartridge (HP/ Cannon/ Prodor)	HP/ Cannon/ Prodor	5	per set	Co. price/ MDD	
52	Lever Arch File (Index file)	Good quality	50	per nos.		
53	Lever Arch File- Horizontal (Voucer file)	Good quality	50	per nos.		
54	Log Book ABD/Shipra/N.G	ABD/Shipra/N.G	50	per nos.		
55	Lock & Key 60mm (7 lever) two keys (nayars)	Link/ Godrej	100	per nos.		
56	Lock & Key 40mm (5 lever) two keys (nayars)	Link/ Godrej	100	per nos.		
57	Lock & Key 50mm (6 lever) two keys (nayars)	Link/ Godrej	100	per nos.		
58	Ledger Book No. 10	Neelgagan/	10	per nos.		
59	Ledger Book No. 12	Neelgagan/	10	per nos.		
60	Note Sheet Green (Legal size) 80 gsm	Neelgagan/ABD/Sarasvati	200	per nos.		
61	Pen (Roller Ball)	Uniball/Pilot/Phoenix	1000	per nos.		
62	Pen Ball Point	Cello/Flair/Reynolds	1000	per nos.		
63	Pen Gel	Trimax/Cello/Flair	1000	per nos.		
64	Pen (Pilot)	Luxor	500	per nos.		
65	Pen	Parker	50	per nos.	Co. price/ MDD	
66	Pen	Parker refill	100	per nos.	Co. price/ MDD	
67	Pen (Officer's Dot- Blue)	Doctor	500	per nos.		
68	Pen (Officer's Dot- Black)	Doctor	500	per nos.		

69	Pen Pencil stand/ holder (Single Normal)	Omega/Solo/Kebica	50	per nos.		
70	Pen Stand (Multi purpose desk organiser with 4 pen holder, visiting cards, flag, globe etc)	Kebica/Solo	10	per nos.		
71	Pencil	Natraj/Apsara/Faner Castell	200	per nos.		
72	Pencil Eraser (Non-Dust)	Natraj/Apsara	50	per nos.		
73	Pencil Sharpener	Natraj/Apsara	50	per nos.		
74	Permanent Marker	Luxor/Reynolds/Pik	500	per nos.		
75	Photocopy Paper - A4 75gsm	JK/Century/Power/Spectra	1000	per pkt		
76	Photocopy Paper (Legal size) 75gsm	JK/Century/Power/Spectra	500	per pkt		
77	Paper Pin (Awl Pin) Net Wt – 60 gm	Bun Chin/Zen	100	per pkt		
78	Paper Clips (Coloured)	Good quality	100	per pkt		
79	Paper Clips (steel)	Good quality	100	per pkt		
80	Plastic Folder - Normal	N.G/Solo	1000	per nos.		
81	Plastic Folder - Bottom	Good quality	1000	per nos.		
82	Plastic Folder- One Side Transperent	Good quality	1000	per nos.		
83	Poker (Steel)	Kebica/Aeromax	50	per nos.		
84	Paper Punch Machine Double DP-280	Kangaro/Max/Rapid	50	per nos.		
85	Paper Punch Machine Double DP-600	Kangaro/Max/Rapid	50	per nos.		
86	Paper Punch Machine Double DP-800	Kangaro/Max/Rapid	50	per nos.		
87	Paper Punch Machine Double No. HDP- 2160	Kangaro	2	per nos.	Co. price /MDD	
88	Paper Punch (Single Hole)	Kangaro/Max/Rapid	50	per nos.		
89	Paper Weight (Glass decorated)	Kebica	20	per nos.		
90	Paper Block Pads (multi colour)	Neelgagan	50	per nos.		
91	Rubber Band (Fluorescent)	Satyam/Leader	5	per 500 gram pkt		

92	Register (Paka Binding- No. 8)	Neelgagan	20	per nos.		
93	Register (Paka Binding- No. 10)	Neelgagan	20	per nos.		
94	Register (Paka Binding- No. 12)	Neelgagan	20	per nos.		
95	Register (Paka Binding- No. 16)	Neelgagan	20	per nos.		
96	Register (Attendance), 96 pages	Neelgagan	10	per nos.		
97	Removable page marker (three colour)	oddy/ desmat	1000	per nos.		
98	Removable page marker (single colour)	oddy/ desmat	50	per nos.		
99	Scale - Plastic (long-12")	Castle/Aeromax	50	per nos.		
100	Scissor (Stainless Steel 16 cms)	Kebica/Saya/SPI	50	per nos.		
101	Short Hand Book	Kebica/Saya/SPI	10	per nos.		
102	Signature pad	Neelgagan/Pooja	10	per nos.		
103	Sketch Pen (all colours)	Luxor/Reynolds	10	per pkt		
104	Stamp Pad	Ashoka/Supreme	10	per nos.		
105	Stamp Pad Ink	Ashoka/Supreme	10	60 ml.		
106	Staple Machine 24/6	Kangaro/Max/Chrome	50	per nos.		
107	Staple Machine No. 10	Kangaro/Max/Chrome	50	per nos.		
108	Staple Machine- Heavy Duty (Eg: Model Kangaro HD- 23L 24FL)	Kangaro	2	per nos.	Co. price/ MRP	
109	Staple Machine pin for 24/6	Kangaro/Max/Chrome	200	per nos.		
110	Staple Machine Pin No. 10	Kangaro/Max/Chrome	200	per nos.		
111	Staple Pin (suitable for Heavy Duty machine)	Kangaro	100	per nos.		
112	Stoc Register (421 pages)	Classic/ Neelgagan	5	per nos.		
113	Toner Cartridge (HP/ Cannon/ Prodoot)	HP/ Cannon/ Prodoot	1000	per nos.	Co. price/ MRP less in %	

114	Tag Cotton (White) (6 ½") Superior (10 bunches of 50 tags each)	Sun/Diamond	500	per bundle		
115	Visiting Card Holder/Book	Solo/Word One	10	per nos.		
116	Visitor Register (Gate register)	ABD/N.G	10	per nos.		
117	Voucher file (four side close)	Best quality in the market	50	per nos.		
118	Writing Pad No. 40	Neelgagan	1000	per nos.		
119	Writing Pad (80 page, size 14.8 x 21 cm) (approx)	Neelgagan/ Paper craft	1000	per nos.		
120	Bowl (Set of 6)	Fine bone china/Royal Queen/Gold	5	per pkt	Co. price/ MDD	
121	Blinds	Thick material (fully able to sunscreen the sunlight)	300	per sq ft		
122	Chair cushion (16" x 16" x 3") foam		10	per nos.		
123	Cup & Saucer (Set of 6)	Fine bone china/Royal Queen/ Sea Shell	5	per pkt		
124	Coaster (set of 6)	Flora/Coffe	5	per pkt		
125	Carton (suitable for document packing)	20 x 20 x 15"	200	per nos.		
126	Drinking glass Set of 6 (plain)	Borosil/ Milton	5	per pkt.		
127	Dust Bin (Plastic)	Neelgagan/ Wonder/Royal Touch	10	per nos.		
128	Door Mat (18" x 33")	Fine quality	5	per nos.		
129	Door Mat (78" x 43")	Fine quality	5	per nos.		
130	Dinner Set (Set of 6)	Laopala, fine bone china/Royal Queen/ Sea Shell	5	per set		
131	Flower Boquet Standard size	Standard size	5	per nos.		
132	Flower Boquet for VVIPs	Customized	5	per nos.		
133	Garland (Gamosa)	Silk	20	per nos.		
134	Garland (Gamosa)	Cotton	20	per nos.		
135	Paper Cutter	Good quality	10	per nos.		
136	Quarter palte (set of 6)	Laopala, fine bone china/Royal Queen/ Sea Shell		per set		

137	Room freshner spray (200ml)	Air wick/ Ambipur	10	per nos.		
138	Room Freshner (timing perfume sprayer machine and refill set)	Air wick/ Ambipur	5	per set		
139	Room Freshner (timing perfume sprayer refill)	Air wick/ Ambi pure	10	per nos.		
140	Spoon (tea) (set of 6)	Good brand with quality	5	per pkt		
141	Spoon (desert) (set of 6)	Good brand with quality	5	per pkt		
142	Spoon (table) (set 6)	Good brand with quality	5	per pkt		
143	Serving Tray (Small)	Good brand with quality	2	per nos.		
144	Serving Tray (Medium)	Good brand with quality	2	per nos.		
145	Serving Tray (Big)	Good brand with quality	2	per nos.		
146	Sealing Wax (pack of 20 sticks)	Komal/Standard	10	per pkt		
147	Sack- White (suitable for document packing)	Suitable for document packing and courier	200	per nos.		
148	Sutli	Good quality	20	per 500 gram		
149	Stamp	Self Ink	20	rate per word		
150	Stamp	Rubber	20	rate per word		
151	Tea Set	Laopala, fine bone china/Royal Queen/ Sea Shell	5	per set		
152	Tissue/Napkin Paper	Wintex/Premier/Prestige	50	per pkt.		
153	Towel (small)	Bombay Dyeing/Sudarshan/Century	10	per nos.		
154	Towel (medium- suitable for chair back)	Bombay Dyeing/Sudarshan/Century	10	per nos.		
155	Towel (big- suitable for car seat back)	Bombay Dyeing/Sudarshan/Century	10	per nos.		
156	Table Top Glass 18" x 22" x 10mm(thickness)	Satyam/N.G	5	per nos.		
157	Umbrella (Big) suitable for VIP receiving	Mahendra Dutt	2	per nos.		
158	Water Filter (Modern technology)	Kent/ Eureka Forbs	2	per nos.	Co. price/ MRP less in %	

159	Water Filter (Manual) (Stain less stee/, 20 Ltr, 2 candles)	Milton/ pristine/ puro	10	per nos.		
160	Water Filter Candle	Puro	10	per nos.		
161	Water filter Tap	Good quality	10	per nos.		
162	White Board	Citizen/JP	5	per sq ft		
163	Wash room mirror (46 x 36)cm	Good brand with quality	5	per nos.		
164	Water tap	Stain less steel (Branded)	10	per nos.	Co. price/ MRP less in %	
165	Water hand shower	Stain less steel (Branded)	10	per nos.	Co. price/ MRP less in %	

Signature of Vendor

NIQ

KUMAR BHASKAR VARMA SANSKRIT AND ANCIENT STUDIES UNIVERSITY NAMATI-781337, NALBARI

Financial Bid for Electronics Items

Sl. No.	Description of the items	Make/ Brand/ Specification or equivalent	Approx Annual Quantity		Rate per Unit	Amount
1	CDs (RW)	Sony/ Moserbaer	100	per pkt		
2	DVDs (RW)	Sony/ Moserbaer	1000	per nos.		
3	Mouse Pad	Comfort/Moserbaer	50	per nos.		
4	Pen Drive (4GB/ 8 GB/ 16 GB/ 32 GB)	San Disk/ Sony/ Kingston/ HP	50	per nos.	Co. price/ MRP less in %	
5	Battery (Pencil)	Cello/ Eveready	200	per nos.		
6	Battery (Remote)	Cello/ Eveready	100	per nos.		
7	Calling Bell (Office Table)	Sharp	15	per nos.		
8	Calling Bell (Wireless- battery)	Best quality in market	5	per nos.		
9	Calling Bell (Wireless-	Best quality in market	5	per nos.		
10	Calculator(12digit)	Casio/Citizen	100	per nos.		
11	CFL/ LED Bulb	Phillips/ Bajaj/ Havels	20	per nos.	Co. price/ MRP less in %	
12	Electric kettle	Bajaj/ Philips	2	per nos.	Co. price/ MRP less in %	
13	Mosquito Repellant Machine	All Out/Good Night	50	per nos.		
14	Mosquito Repellant Liquid	All Out/Good Night	100	per nos.		
15	Mosquito Repellant Spray	Hit/Baygon	50	per nos.		
16	Wall Clock	Ajanta/Samay	5	per nos.		

Signature of Vendor