

No.D-15014/1/2015-VSP(A)
Government of India
Ministry of Law & Justice
Legislative Department
Vidhi Sahitya Prakashan
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Room No. 10, 1st floor,
ILI Building, B.D. Road,
New Delhi- 110 001
New Delhi, 06th July, 2015

To

M/s
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Subject: - Quotation for stationery and other consumable items for registration of supplier for the year 2015-2016.

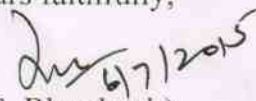
Sir,

This office intends to register a supplier for supplying the stationery and other items for the year 2015-2016. The list of stationery and other consumable items are attached herewith. The terms & conditions for suppliers are as under:-

1. The period of contract will be one year from the date of commencement.
2. The supplier shall have to supply the stationery and other items in office premises.
3. The supplier shall have to supply the stationery and other items on the same day, if not possible than next day. However, the stationery items, which will require urgently, will be supplied on the same day.
4. The payment on account of stationery and other items will be released after receiving the items in good conditions.

In this context, if you are interested to register yourself for supplying the stationery and other items during the year, you may send the rates of stationery and other items, which are mentioned in the list attached herewith on or before 17th July 2015 to Under Secretary, Vidhi Sahitya Prakashan, Legislative Department, M/o Law and Justice.

Yours faithfully,



(S.C. Bhardwaj)

Section Officer (Admn.)

Encls. As above

डी.15014/01/2015-वि0सा0प्र0(प्रशा)

भारत सरकार
विधि साहित्य प्रकाशन
विधायी विभाग
विधि और न्याय मंत्रालय

कमरा सं. 10, प्रथम मंजिल,
भारतीय विधि संस्थान भवन,
भगवान दास मार्ग, नई दिल्ली-110 001
नई दिल्ली तारीख 6 जुलाई, 2015

सेवा में,

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विषय - वर्ष 2015-2016 के लिए स्टेशनरी और अन्य उपयोग योग्य वस्तुओं के प्रदायकर्ता के पंजीकरण के लिए निविदा ।

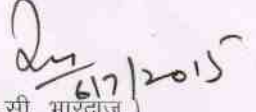
महोदय,

यह कार्यालय वर्ष 2015-2016 के दौरान स्टेशनरी और अन्य वस्तुओं के प्रदाय के लिए प्रदायकर्ताओं का पंजीकरण करना चाहता है । स्टेशनरी और अन्य खपने योग्य वस्तुओं की सूची इसके साथ संलग्न है । प्रदायकर्ताओं के निबंधन और शर्तें निम्न प्रकार हैं -

1. संविदा की अवधि, प्रारंभ होने की तारीख से एक वर्ष होगी ।
2. प्रदायकर्ता को स्टेशनरी और अन्य वस्तुओं का प्रदाय कार्यालय परिसर में करना होगा ।
3. प्रदायकर्ता को स्टेशनरी और अन्य वस्तुओं का प्रदाय उसी दिन या यदि संभव न हो तो अगले दिन अवश्य करना होगा । तथापि स्टेशनरी की जिन मदों की तुरंत आवश्यकता होगी उनका प्रदाय उसी दिन करना होगा ।
4. स्टेशनरी और अन्य वस्तुएं मद्धे भुगतान उन वस्तुओं के उचित अवस्था में प्राप्त होने के पश्चात् किया जाएगा ।

इस संदर्भ में यदि आप उक्त वर्ष के दौरान स्टेशनरी और अन्य वस्तुओं का प्रदाय करने के लिए अपने आपको पंजीकृत कराना चाहते हैं तो आप इससे संलग्न सूची में स्टेशनरी और अन्य वस्तुओं की दरें, अवर सचिव, विधि साहित्य प्रकाशन, विधायी विभाग, विधि और न्याय मंत्रालय, के पास 17 जुलाई, 2015 को या इससे पूर्व भेज सकते हैं ।

भवदीय


(एस.सी. भारद्वाज)
अनुभाग अधिकारी

संलग्न - उपरोक्त

S.No.	Name of items	Make	Rate
1	Photocopier Paper, A-4 75 GSM	Century	
2	Photocopier Paper, A-3 75 GSM	Century	
3	Note Sheet (green) good quality		
4	Typing paper good quality		
5	Stock Register 10 qr.		
6	Register 6 qr.		
7	Register 2 qr.		
8	All Pin (bell)		
9	U clip Steel		
10	U clip Plastic		
11	Liquid gum tube 30 ml.	camel	
12	Liquid Gum 150 gram	camel	
13	Liquid Gum 700 gram	camel	
14	Slip Book	neelgagan	
15	File cover		
16	File Board		
17	File Flap		
18	Staples Pin 10 no.	Kangaro	
19	Staples Pin 24/6	Kangaro	
20	Stapler Machine 10 no.	Kangaro	
21	Stapler Machine 24/6	Kangaro	
22	Tag		
23	Long Tag		
24	Ball Pen	Reynolds	
25	Ball pen Refill	Reynolds	
26	Jotter Pen	Reynolds	
27	Jotter Pen Refill	Reynolds	
28	Envelop SE-5 100 gsm brown		
29	Envelop SE -6 100 gsm brown		
30	Envelop SE-7 100 gsm brown		
31	Envelop SE-8 (file size) 120 gsm		
32	Envelop A-4 120 gsm		
33	Pencil Sharpner	Natraj	
34	Eraser	Natraj	
35	Pin cushion magnetic		
36	Self ink pad	Faber Castell	
37	Paper weight		
38	Cello tape ½ inch		
39	Cello tape 2 inch		
40	Single Punch	kangaroo	
41	Dumper		
42	Plastic Scale	Natraj	
43	White fluid	Kores	
44	Agarbatti		
45	Gel Pen	Add	
46	Gel Pen Refill	Add	
47	Carbon Paper (Blue)	Kores	
48	Self Adhesive flag coloured		
49	Glue Stic	Fevi Stick	
50	Waste paper basket		
51	Shorthand note book		
52	Shorthand Pencil	Neelgagan	
53	Pencil HB	Natraj	
54	Pen Stand	Natraj	
55	Gunny cloth		
56	Craft Paper		
57	Plastic Sheet		
58	Plastic Bag (woven)		

59	Corrugated Sheet		
60	Plastic Sutti superior quality		
61	Jute Sutti		
62	Dak Pad		
63	GPF pass Book		
64	Diary Register		
65	Continuation sheet 80 gsm		
66	Candle		
67	Sealing wax		
68	Scissor Mini		
69	Thread Ball		
70	Desk calander plate		
71	Desk calander refill		
72	File Movement Register		
73	Marking Ink		
74	GPF Schedule CIII		
75	Challan form GAR 29 Fully vouched		
76	DIS form		
77	GPF ledger Cam 47		
78	Broad Sheet Register		
79	PBR		
80	Cash Book		
81	GAR 24 acquittance Roll.		
82	Attandance Register		
83	GAR 27 Contingent Rgister		
84	Signature pad		
85	GPF Bill form (GAR 42)		
86	Peon book		
87	Bill Register		
88	T.A. Register		
89	Medical Register		
90	OTA Register		
91	Assistant Diary		
92	Service Book		
93	Medical Bill Form GAR 23		
94	LPC GAR 2		
95	LTC Bill Form GAR 14 C		
96	Pay Bill form GAR 13		
97	TA Bill form 200F		
98	Pen stand Pen		
99	Highlighter Pen		
100	Permanent Marker		
101	Fevicol 1000 ml		
102	Fevicol 100 ml		
103	Calculator	Citizen	
104	Computer Ribbon- Q 1050	Kores/ Amkettee	
105	HP Toner 88A	HP	
106	HP Toner 36A	HP	
107	HP Toner Q 2624 A	HP	
108	HP Toner Q 2612 A	HP	
109	HP ink cartridge No. 15	HP	
110	HP ink cartridge No. 45	HP	
111	HP ink cartridge No. 78	HP	
112	Towel Officer (Long Size)		
113	Cups and Plate Set (6 pieces) bone china		
114	Duster 24x24 (White)		
115	Duster 36X36 (White)		
116	Duster for computer (Yellow)		
117	Soap cake		
118	Acid		

119	Liquid Phenyl	Trishul	
120	Broom (Phool)		
121	Broom (Narial)		
122	Naphthalene Balls	Trishul	
123	Vim Powder	vim	
124	Odonil		
125	Colin		
126	Room Freshener		
127	Finit		
128	Finit Pump		
129	Floor Duster		
130	Soap Case		
131	Plastic Balti		
132	Door Mat Big Size		
133	Floor Brush		
134	Ceiling Brush		
135	Toilet Brush		
136	Wiper		
137	Harpik		
138	Starter		
139	Plug (15 Amp.)		
140	Plug (5 amp.)		
141	2 pin plug (5 Amp.)		
142	Ext. Board electrical		
143	Call bell (ordianary)		
144	Call bell (Musical)		
145	Call bell (Remote)		
146	Push button bell switch		
147	Tube Light	Philips/Surya	
148	Choke	Philips	
149	Bulb	Philips	
150	Switch (5 Amp.)	Cona/Anchor	
151	Switch (15 amp)	Cona/Anchor	
152	Tube Light Patti	Cona/Anchor	
153	Multi Plug (15 Amp.)	Cona/Anchor	
154	Multi plug (5 Amp)	Cona/Anchor	
155	Socket (15 Amp)	Cona/Anchor	
156	Socket (5 Amp.)	Cona/Anchor	
157	Tube Light Holder		
158	Flexible wire 23/76 twin kent		
159	Electric Kettle		
160	PVC Pipe		
161	PVC Tape		
162	Plastic Jug 2.5 Ltr.		
163	Mayur Jug 5 ltr.	Milton/ Cello	
164	Mayur Jug 10 ltr.	Milton/ Cello	
165	Glass Cover		
166	Glass Stand		
167	Glass ordinary	Yera	
168	Executive Glass (for officers)	Supreme quality	
169	Leather Key Purse		
170	Table lock	Harrison	
171	Door lock	Harrison	
172	Pencil Cell		
173	Plastic folder	Cello	
174	Plastic file cover	Cello	
175	Uni Ball Pen UB 150		
176	Pilot Pen		
177	DVD		
178	C.D.	Sony/Moserbear	

179	Brown Tape 2"		
180	Table Glass 24" x 36"		
181	Pearlpet Bottle 1 Ltr.		
182	Pen Drive 8 GB		
183	Pen Drive 16 GB		
184	Tracing Paper	D-smat	
185	All Out Machine		
186	All Out Liquid		
187	Hit Spray		
188	Tube Light 28 watt		
189	Tube light fitting 28 watt		
190	Wall clock ajanta		