

ANDHRA UNIVERSITY

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All Official letters, packages etc, should be addressed to the Registrar by designation and not by name.

No. A-IV (1)/SDE Annual Indent/2014-15.

Visakhapatnam
Dt: -06-2014.

TENDER NOTICE

Sealed Tenders are invited by the Registrar, Andhra University from the firms for supply of the stationery items to School of Distance Education, Andhra University, Visakhapatnam as detailed below.

S.No.	Description	Price quoted for	Quantity required
1	Add Gel Pens	Each	30 Nos.
2	Add Gel Refills Black	Each	30 Nos.
3	Blue Pens Use & Throw (Speed Adiction)	Each	750 Nos.
4	Black Pens Use & Throw (Speed Adiction)	Each	900 Nos.
5	Red Ball Pens Use & Throw (Nataraj)	Each	3500 Nos.
6	Green Ball Pens (Use & Throw) Nataraj	Each	1000 Nos.
7.	Brown Sheets	Each	800 Nos.
8	Clip Files (Best Quality)	Each	10 Nos.
9	Correction Fluid (Kores Make)	Each	15 Nos.
10	Candles (Big Size)	Each pkt	25 pkts
11	Chalk Piece Box (Dustless, Best Qlty.) Kores brand	Each box	50 Boxes
12	Cotton Tape Bundles (best Qlty.) (Each bundle 8 Rolls)	Each bundle	50 bundles
13	Covers 11x5 100GSM Thick SDE Print	1000 Nos	100000 Nos.
14	Covers 9 x 4 100GSM Thick SDE Print	1000 Nos	25000 Nos.
15	Covers 11 x 5 100GSM Thick SDE Print with Book-post	1000 Nos	25000 Nos
16	Covers 10x12 100GSM Thick SDE Print OD covers	1000 Nos	5000 Nos.
17	Calculator (12 Digit) CASIO make MJ-120D model	Each	12 Nos.
18.	File Boards (Urgent Ordinary) 3 LB with around calico	Each	100 Nos.
19	Flask Milton make Stainless Steel (Big size)	Each	2 Nos.
20	Gum Paste (Camel) 700 ml	Each	150 Nos.
21	Gum Paste (Camel) 150 ml	Each	25 Nos.
22	Glass Tumblers	Each	15 Nos.

23	Jute Twine 1 Ply (Best Qlty.)	Each Kg.	25 kgs.
24	Jute Twine 5 Ply	Each Kig.	125 kg.
25	Folding Knifes (best Qlty.) SDI	Each	175 Nos.
26	Short Note Books 100pgs (7kg size BPM) net: 100 pgs	Each	300 Nos.
27	Pencils (Apsara) Platinum with company free	Each Pkt.	150 Nos.
28	Plastic Gum Tape Rolls (2 Inches) Brown 60 to 65 yards (Winner) (each roll containing 6 Nos.)	Each roll	50 rolls
29	Plastic Folders (Full Scape & L Folder)	Each	50 Nos.
30	Long Registers 200 pages (7kg size BPM) net 200 pgs 54GSM	Each	50 Nos.
31	Long Registers 100 pages (7kg size BPM) net 100 pgs 54GSM	Each	250 Nos.
32	Long Registers 300 pages (7kg size BPM) net 100 pgs 54GSM	Each	15 Nos.
33	Stamp Pads (Big) Camel	Each	10 Nos.
34	Stamp Pads (small) Camel	Each	10 Nos.
35	Stamp Pad Ink (best Qlty.) Camel	Each	30 Nos.
36	Sketch Pens (Best Qlty.) Blue, Red, Green, Pink	1000 Nos.	3000 Nos.
37	Straw Boards 2lb Big 12 ½ x 10 ¼	Each	1000 Nos.
38	Straw Boards 2lb A-4 Size 11 x 8 ½	Each	4000 Nos.
39	Sealing Wax (Gold Seal) 350 gms (Super fine Sealing wax)	Each	10 Nos.
40	Voucher Files (best qlty.) 200 leaves with 3 LB (side cloth Red or Green)	Each	30 Nos.
41	Xerox Paper (A-4 Size) APM Millinium 75 GSM	Each box	30 boxes
42	Xerox Paper (Fullscape Size) APM Millinium 75 GSM	Each box	10 boxes
43	Shine cloth (Thick cloth) 36x25 size (BAG's)	Each bag	300 bags
44	Shine cloth (Thick cloth) 27x25 size (BAG's)	Each bag	300 bags
45	Staplers Make: Kangaroo (Model HD-10D)	Each	50 Nos.
46	Max Stapler Pins (Small) original Having 20 Inner Packets Japan Make HD-10	Each	700 Nos.
47	B.Com Computer Records ¼ demy 54GSM size BPM 130 pages net 1side rule SDE Print	Each	1500 Nos.
48	Thread Bundles	Each	10 Nos.
49	Tags 8" (Sharp pointed) salem make	Each	40 Nos.
50	Batteries 1.5v HD (Pen cel)	Each	40 Nos.
51	Batteries (Dura cel) for computer mouse	Each	25 Nos.
52	Batteries 1.5v AAA	Each	50 Nos.
53	Batteries High Watts 9v.	Each	60 Nos.
54	Permanent (CD) Marker Pens (Black & Blue) (best Qlty.) (Camlin)	Each	25 Nos.

55	Marker Pens(White Board)	Each	40 Nos.
56	Numbering Machines (Max Make) 6-digits (for coding)	Each	2 Nos.
57	Numbering Machines (Max Make) 8-digits (for DD's)	Each	3 Nos.
58	Numbering Machine Spounge (8 digits)	Each pkt	1 pkt.
59	15X11 ¼ X 4 Bellow Cloth lined covers with SDE Print and BNPL print 120 GSM craft paper with Thick white cloth	Each	10000 Nos.
60	13X11 ¼ X 2 ½ Bellow Cloth lined covers with SDE Print and BNPL print 120 GSM craft paper with Thick white cloth	Each	5000 Nos.
61	16" X 12" Cloth lined covers for Examination 120 GSM Thick with white cloth AU SDE Print	Each	10000 Nos.
62	Computer Labels 74 x 34mm (Each box	40 boxes
63	Cello Tape 1" 60yards (Wonder) (each roll containing 12 Nos.)	Each roll	100 rolls
64	Rubber Bands (Soft & Smooth) Big Size 3 " (best quality)	Each kg.	60 kg.
65	Cup-Saucer per Set 6 pieces (Best quality)	Each set	2 dozens
66	Dusting Cloth (Best Quality)	Each mtr	10 mts.
67	Parker Ink (Black)	Each	6 Nos.
68	Godrej Locks (7 Levers)	Each	5 Nos.
69	Godrej Locks (6 Levers)	Each	6 Nos.
70	Punching Machine (Single) Kangaroo make	Each	5 Nos.
71	Punching Machine (Double) Kangaroo make	Each	5 Nos.
72	Plastic Rup Roll	Each	30 Nos.
73	Scales (Camel Make) Big	Each	10 Nos.
74	Scissors (Big size) Best Quality	Each	10 Nos.
75	DVD (writable) – with covers (Sony) 1 box containing 100 Nos.	Each box	1 box
76	CD (writable) – with covers (Sony) 1 box containing 100 Nos.	Each box	2 boxes
77	Erasers (Nataraj make)	Each	50 Nos.
78	Pencil Carbons (Kores make) Blue	Each pkt	5pkts.
79	15x12x3 computer stationery(Blank) 60 GSM TNPL	Each box	5 boxes
80	15x12x1 computer stationery(Blank) 60 GSM TNPL	Each box	10 boxes
81	10x12x3 computer stationery(Blank) 60 GSM TNPL		Nil
82	10x12x2 computer stationery(Blank) 60 GSM TNPL	Each box	5 boxes
83	10x12x1 Marks sheet with AU Print (Pre-printed)	Each box	40 boxes
84	10x8x1 PC Forms (Pre-printed)	Each box	10 boxes

85	8x8x1 (80 GSM) (Pre-printed stationery) TC forms (for UG courses)	Each box	2 boxes
86	8x8x1 (80 GSM) (Pre-printed stationery) TC forms (for PG courses)	Each box	2 boxes
87	Ribbons cartridges WEP-LQDSI model: P7 (spool)	Each	10 Nos.
88	Ribbons cartridges WEP-LQDSI model: P5 (spool)	Each	5 Nos.

CONDITIONS:

1. E.M.D. 5% on total value of quoted price by way of DD drawn in favor of the Registrar, Andhra University, Visakhapatnam to be enclosed.
2. Without E.M.D. and samples the quotation will not be considered.
3. In case samples will not be tallied with the supplied material are not refund of EMD.
4. Rates should be inclusive of all Taxes, Including Delivery.
5. Last date for submission of the quotation on **18-07-2014**.
6. Quotations will be opened on **19-07-2014**.
7. Quantity required may be varied while placing orders.
8. The University has right to reject or cancel the tenders without assigning any reason.
9. Postal delay are not be considered.

**Sd/- Prof. K.Rama Mohana Rao
REGISTRAR**