No. D3/3907/19/RIT  
Office of the Principal, Rajiv Gandhi Institute of Technology, Kottayam  
Dated: 08.01.2020

NOTICE

Quotation No:D3/3907/19/RIT

Sealed extended quotations are invited for the supply of the stationery items specified in the schedule attached below/overleaf. The rates quoted should be for delivery of the articles at the place mentioned below the schedule. The necessary superscription, due date for the receipt of quotations, the date up to which the rates will have to remain firm for acceptance and the name and address of officer to whom the quotation is to be sent are noted below. Any quotation received after the time fixed on the due date is liable to be rejected. The maximum period required for delivery of the articles should also be mentioned. Quotations not stipulating period of firmness and with price variation clause and/or 'subject to prior sale' condition are liable to be rejected.

The prices quoted should be inclusive of all taxes, duties, cesses, etc. which are or may become payable by the contractor under existing or future law or rules of the country of origin/supply or delivery during the course of execution of the contract.

Special conditions, if any, printed on the quotation sheets of the tenders or attached with the tender will not be applicable to the contract unless they are expressly accepted in writing by the purchaser. (GSTIN - 32AAAGP967C1ZV)

Superscription: D3/3907/19/RIT, Purchase of stationery items for the establishment of this institution

Quotation No: D3/3907/19/RIT

Due date and time for receipt of quotations: 28/01/2020 3 p.m

Date and Time for opening Quotation: 28/01/2020 3 p.m

Date up to which the rates are to remain firm for acceptance: 31/01/2021

Designation and address of Officer from whom the quotation is to be addressed: Rajiv Gandhi Institute of Technology, Kottayam

Place: Kottayam  
Date: 08.01.2020

Details of items

| 1. List attached |

---

Place: Kottayam  
Date: 08.01.2020

---

Principal  
Rajiv Gandhi Institute of Technology, Kottayam
**List of items required**

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Item with specification</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A4 Paper 70 GSM</td>
<td>85 packets (85 x 500 Nos)</td>
</tr>
<tr>
<td>2</td>
<td>A4 Paper 80 GSM</td>
<td>20 packets (20 X500 Nos)</td>
</tr>
<tr>
<td>3</td>
<td>Gum 300 ml</td>
<td>10 Bottles</td>
</tr>
<tr>
<td>4</td>
<td>Rubber band (large)</td>
<td>20 Packets</td>
</tr>
<tr>
<td>5</td>
<td>Sketch pen (12 medium size assorted colours in each packet,)</td>
<td>10 Packets</td>
</tr>
</tbody>
</table>