

DIRECTORATE OF SKILL DEVELOPMENT & ENTREPRENEURSHIP
BICHOLIM GOVERNMENT INDUSTRIAL TRAINING INSTITUTE

Valshi, Bicholim - Goa 403504 Phone no.: 0832 - 2362315

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Email: bicholim-iti.goa@nic.in

No.49/BGITI/STR/Stationery/2025-26/1180

Date: 05.07.2025

To,

08

Sub: - Quotation for the Supply of Stationery items at Bicholim Govt. ITI.
reg

Sir,


You are requested to kindly furnish your lowest and reasonable rates for the consumable materials as per below mentioned:-

| Sr.No | Description of item | Qty | Rate | Amount |
|-------|----------------------------|-----|------|--------|
| 1 | AS PER ANNEXURE-I ENCLOSED | | | |

Terms and conditions:

1. The materials shall be supplied FOR destination within **15** days of placing supply order at the Bicholim Government Industrial Training Institute, Bicholim Goa.
2. GST and any other levy applicable at the time of supply may be shown **separately** in the quotation; otherwise it will be presumed that the prices offered are inclusive of all taxes.
3. The rate quoted shall be **inclusive** of packing and forwarding charges and freight paid for destination at Bicholim Government Industrial Training Institute, Bicholim Goa.
4. The material will be accepted after the inspection only if the same confirms with the specification mentioned in the supply order.
5. **Quotations will be evaluated for all the items together. Therefore, all the items may be quoted.**
6. The material if not accepted after inspection shall be collected by the supplier immediately with written assurance to supply the same as per specifications as mentioned in the supply order. The Bicholim Government Industrial Training Institute, Bicholim Goa shall be responsible for security/storing.
7. This office reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
8. The warranty / guarantee shall be furnished as the case may be.
9. The extension of time limit will be granted as per the discretion of the Bicholim Government Industrial Training Institute, Bicholim Goa on genuine grounds by the written request of the supplier.
1. The quotation may be sent in **Sealed envelope** superscribing "QUOTATION NUMBER & SUBJECT" so as to reach this office at 2.30 pm on or before **14/August/2025** which will be opened on the same day at 3.30 pm.

Yours faithfully,


(Kapil P. Aigal)
Principal Sr. Scale

Copy to :- 1) O/c

Annexure-I

| Sr.No | Description of item | Qty | Rate | Amount |
|-------|---|---------|------|--------|
| 1 | A4 Paper Size | 240 Rim | | |
| 2 | A3 Xerox paper | 10 Rim | | |
| 3 | Legal Paper Size | 150 Rim | | |
| 4 | Correction Pen | 100 Nos | | |
| 5 | White Board Wooden Duster | 60 Nos | | |
| 6 | White Board Marker Ink Black, Blue, Green & Red | 320 Nos | | |
| 7 | Pens (Blue) | 450 Nos | | |
| 8 | Pens (Black) | 240 Nos | | |
| 9 | Pens (Red) | 210 Nos | | |
| 10 | White Board Marker (Four different color) | 320 Nos | | |
| 11 | Fevicol (200 ml) | 90 Nos | | |
| 12 | Box File | 90 Nos | | |
| 13 | Clip File Spring | 680 Nos | | |
| 14 | Paper Highlighter (different color) | 100 Nos | | |
| 15 | Stapler Pins Size NO.10 | 150 Box | | |
| 16 | Stapler Pins Size NO.24/6 | 50 Box | | |
| 17 | Green Legal Paper 90 GSM | 10 Rim | | |
| 18 | Paper Flag | 40 Nos | | |
| 19 | File Tage | 25 Pkt | | |
| 20 | U Clips Box | 50 Box | | |
| 21 | Binder Clips | 40 Box | | |
| 22 | Pencil Box | 40 Box | | |
| 23 | Steel Ruler | 45 Nos | | |

(Kapil p. Aigal)
Principal Sr. Scale