

**PRASAR BHARATI
(INDIA'S PUBLIC SERVICE BROADCASTER)
DOORDARSHAN KENDRA: GUWAHATI**

No. DDK/GUW/7(2)/2017-18/ (G) /

Dated:- 22/08/2017

NOTICE INVITING QUOTATION

Subject: Quotation for Consumable items.

Sealed Quotations are hereby invited from the intending Registered Firms/Agencies having VAT Registration No.GST No. for Supply of Consumable items, on the following Terms & Conditions. Quotationers should reach the undersigned on or before 12 Noon. of 12/09/2017.

1. The rate should be quoted in figure as well as in words.
2. The rate should be quoted in the enclosed format and submitted along with firm's letter in the letter Pad.
3. Quotationer have to indicate the Firm's Registration No, Trade License, PAN, GST NO submitting Photocopies thereof.
4. Name and address of the Quotationer Firm should be mentioned clearly, indicating Lane, Bye Lane House No, Post Office, Pin Code etc and all required details.
5. The quotation will be opened in the office of the DDG (E), DDK, Guwahati at 3.00 pm on 12/09/2017, in presence of representatives of Quotationer Firm, if they desire so.
6. DDG(E), Doordarshan Kendra , Guwahati reserves the right to reject any or all the quotations without assigning any reason.
7. Quotation should remain open for acceptance for a period of 1(one) month from the date of opening of the Quotation.
8. The envelope should be superscribed with Quotation for supply of Stationery items.
9. Quotation should be accompanied with upto date Income Tax clearance. Necessary Tax will be deducted from the bill at source as per existing rules of Govt.
10. Payment of the bill is subject to availability of fund.
11. Period of validity of the Quotation will be for 1 (One) year from the date of acceptance of the same.
12. Quotation forms may be obtained form Stationary Store, DDK, Guwahati during office hours
13. SAC Code of the item is to be quoted in the quotation.

Yours faithfully,

(N.L.Chand)
Sr.Administrative Officer
for DY. Director (E)

Please note that :-

1. Quotationers' request for payment through Bank, if made, will not be entertained. No advance payment will be made.
2. Details of Catalogue, price list of the firm should be enclosed, where applicable.
3. Free delivery at Doordarshan Kendra, R.G.B. Road, Guwahati-24, has to be made.
4. If the item is under DGS& D Rate contract, reference of the DGS & D rate contract should be invariably indicated.
5. Sample of the items will be required to be presented as and when asked for.

Copy to :-

1. Website.
2. Notice Board, Doordarshan Kendra, Guwahati.
3. Notice Board, HPT/ Programme Production Centre, Guwahati.

for DY. Director(E)

**PRASAR BHARATI
(BROADCASTING CORPORATION OF INDIA)
DOORDARSHAN KENDRA: GUWAHATI**

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Consumable Items

Sl.No	Particulars of Consumable items	SAC CODE	Quantity	Rate	Remarks
01.	Phenyl Black 5 Liter Gallon (Bengal Chemicals/ Suraksha)		Per Gallon		
02.	Phenyl White 5 Liter Gallon (Bengal Chemicals/Suraksha)		Per Gallon		
03.	Vim/Biz Powder (1 Kg Packet)		Per Pkt.		
04.	Bleaching Powder.(doctor)(400gm Packet)		Per Pkt.		
05.	Liquid Soap (215ml)(Hand wash) (Dettol/ Lifebuoy)		Per pc		
06.	Liquid Soap (Dettol)		Per liter.		
07.	Lifeboy Soap (90 gms.)		Per Pc.		
08.	Lux Soap (90 gms.)		Per pc.		
09.	Naphthalene Ball (100gms. Packet)		Per Pkt.		
10.	Odonil (75 gms.)		Per pc.		
11.	Sanifresh/Harpic Liquid. (500 ml.)		Per pc.		
12.	Phool Jharu (Best quality)		Per pc.		
13.	Bamboo Jharu (best quality)		Per Pc.		
14.	Mansion Polish (400gm)		Per pc.		
15.	Ceiling Brush (best quality)		Per pc.		
16.	Coconut Jharu (best quality)		Per pc.		
17.	Battery Everady Big (Red)		Per pc.		
18.	Floor Mopper		Per pc.		
19.	Hand Towel (Best Quality)		Per pc.		
20.	Top Table Glass (6mm)		Per sq.ft.		
21.	Drinking Glass Thumbler yera/ Milton)		Per pc.		
22.	File Tray(plastic)		Per pc.		
23.	Ceiling Brush		Per pc.		
24.	Waste Paper Basket (Best quality)		Per pc.		
25.	Room Freshener (best quality)		Per pc.		
26.	Good Knight Machine format		Per pc.		
27.	Baygon/Mortain Spray (425 ml)		Per pc.		
28.	Plastic Mug (cello)		Per pc.		
29.	Lock & Key (Godrej 7 & 8 lever)		Per pc.		
30.	Lock & Key Godrej (6 liver)		Per pc.		
31.	Duster Cloth (Green) (best quality)		Per Meter		
32.	Markin Cloth (best quality)		Per Meter		
33.	Detergent Powder (1/2 Kg Packet) (surf)		Per pkt.		
34.	Acid Floor Cleaning (best quality)		Per Bottle		
35.	Plustic Bucket-16 Ltr.		Per piece.		
36.	Jute Bundle		Per bundle		
37.	Cup & Plate (6 pairs) set (Bonchina)		Per set		
38.	Water Plastic Jug (cello)/good quality		Per No.		
39.	Pencil Battery		Per No.		
40.	Good Knight Refill/All Out Refill		Per No.		
41.	Good Knight Liquidator Machine		Per No.		
42.	Wall Brush (Wooden Handle)		Per No.		
43.	Mosquito Coil		Per Pkt.		
44.	Collin Spray (250ml)		Per No.		
45.	a) Brief Case VIP BLBC New LG		Each		
	b) Brief Case VIP EBTBCMD.		Each.		
46.	a) Brief Case Aristocrat. Assent BCLG		Each.		
	b) Brief Case Aristocrat. Platinum BCXL		Each.		

Sl.No.	Particulars of Consumable items	SAC CODE	Quantity	Rate	Remarks
47.	Latrine Brush		Per pc.		
48.	Fevi Quick		Per pc.		
49.	Plastic Bucket (18 lts) Cello make.		Per pc.		
50.	Plastic Serving Tray (Best Quality)		Per Pc.		
51.	Chair Cushion (Kurlon)		Per pc.		
52.	Wire Brush		Per pc.		
53.	Rat Killer		Per Pc.		
54.	Vacuum Flux		Per pc.		
55.	Carbolic Acid		Per litre.		
56.	Gunny Cloth		Per Mtr.		
57.	Tea Coaster (Best Quality)		Per Set.		
58.	Aluminum Bucket (20 liters)		Per pc.		
59.	Steel Knife (Best Quality)		Per pc.		
60.	Citronella (Clean angel)		Per ltr.		
61.	Waste Paper Busket with cove Big size		Per Pc.		
62.	Battary AAA		Per Pc.		
63.	Thread Ball (Big)		Per Pc.		
64.	Herpic Hygienic		Per pkt.		

The country of manufacture and /or origin of the material used in the manufacture of the store should be indicated against each item in the remarks column.

1. Period of Validity of Tender :

2. Date of submission of Quotation :

Name of firm & Reg. No/Trade licence :

Full Address & PIN No.:

TIN No. :

PAN Card No. :

GST No :

SIGNATURE

(With Seal)