



Government of Tripura
Rabindranath Thakur Mahavidyalaya
Bishalgarh, Sepahijala, Tripura

No.F.2(29)-RTM/BLG/2012/293

Dated: 02-09-2024

Inviting short spot quotation regarding purchase of stationary items (3rd Calling)

Rabindranath Thakur Mahavidyalaya, Bishalgarh is inviting short spot quotation for supplying following **stationary items**. The interested bidders are therefore, requested to drop their rate in the college Tender Box within 7 days w.e.f. 02-09-2024 to 09-09-2024 till 2:00 PM during office hours after publishing of this quotation so that the undersigned can proceed further accordingly and on time. The details are given below:-

Sl. No.	Item Details	Quantity	Remarks
1.	Rolled Register (16 No.)	10 Nos,	Including of all taxes.
2.	Rolled Register (12 No.)	5 Nos.	
3.	Green Board (4"× 6")	1 No.	
4.	Green Board (4"× 8")	3 Nos.	
5.	Puncher (Kangaro single hole)	4 Nos	
6.	Correction (Whitener) Pen	6 Nos.	
7.	Ball Pen (Black)	20 Nos.	
8.	Ball Pen (Green)	5 Nos.	
9.	Ball Pen (Red)	5 Nos.	
10.	Water sponge	4 Nos.	
11.	Scissor (Medium Size)	4 Nos.	
12.	Knife (Medium Size)	4 Nos.	
13.	Double sided Toilet Brush	6 Nos.	
14.	Hand Wash (Medium size)	4 Nos.	
15.	360 degree spin double sided Mop	3 Nos.	
16.	2 in 1 long Handle Wiper Stiff Bristle Floor Brush	2 Nos.	
17.	Simple Cotton Mop	3 Nos.	
18.	Door Curtain	8 Nos.	

msd 09-2024
Principal-in-Charge
Rabindranath Thakur Mahavidyalaya

Copy to:-

1. College Notice Board in the Administrative Block.
2. College website.

Terms & Conditions

1. **Rates:-**The rates are for destination door delivery basis. Rates shall not be subject to any escalation till completion of installation.
2. **Payment Terms:-** Payment shall be made within 15 days through bank transfer following Govt. guidelines after acceptance of materials by the consignee and submission of bills together with other required documents.
3. **Despatch instruction:-** Material suitably packed to prevent loss/damage during transit should be dispatched by road to consignee. The items will not be accepted if any damage is found or specifications are not fulfilled.
4. **Delivery:-** Delivery should be made on for destination (door delivery) basis and to be completed within 5 (Five) days from the date of receipt of the Supply Order.
5. **Submission of Bills:-** You shall submit bills in triplicate including GST if any, charges to the consignee along with the consignment and challan and with other requisite documents, if any.

msd 02-09-2024
(Dr. Ruma Saha)
Principal-in-Charge
Rabindranath Thakur Mahavidyalaya
Bishalgarh, Sepahijala.