

Ref No.: NITANP/SMMD/TENDER/2025-26/77

DATE :26.02.2026

NOTICE INVITING UNDER RATE CONTRACT

(Box Tenders/Open Tenders)

**(FOR SUPPLY OF STATIONERY ITEMS AT NIT ANDHRA PRADESH,
TADEPALLIGUDEM)**



National Institute of Technology- Andhra Pradesh, Beside
Chennai - Srikakulam Highway,
Kadakatla, Tadepalligudem, West Godavari District,
Andhra Pradesh-534101. www.nitandhra.ac.in/main/tender

PROPRIETARY & CONFIDENTIAL

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TIME SCHEDULE OF VARIOUS TENDER-RELATED EVENTS

(Rate Contract for supply of Stationery items)

Bid Document downloading Start date/ Time	26.02.2026 from 05.00 pm.
Bid Document downloading End Date / Time	18.03.2026 up to 03.00 pm.
Pre-Bid meeting	09.03.2026 at 03.00 pm.
Last Date and Time for receipt of Bids	18.03.2026 up to 03.00 pm.
Technical Bid Opening Date/Time	18.03.2026 at 03.30 pm.
Financial Bid Opening Date / Time	Will be intimated later
Contact Person	The Associate Dean (P&D, SMMD), NIT Andhra Pradesh, Tadepalligudem. Email: dr_purchase@nitandhra.ac.in
Reference No:	NITANP/SMMD/TENDER/2025-26/77 Date: 26.02.2026

Signature of the Bidder with stamp

CLARIFICATIONS

Queries, if any, can be made through e-mail only to dr_purchase@nitandhra.ac.in and cc to purchase@nitandhra.ac.in on or before **09.03.2026**. Queries received via any mode other than e-mail id mentioned above shall not be entertained. The queries should only be sent in the following format on the official letter head of the company.

S. No.	Page No. (Tender Ref.)	Clause (Tender Ref.)	Description (Tender Ref.)	Query

If there is any addendum/corrigendum related to tenders, it shall only be published on NIT- Andhra Pradesh website (www.nitandhra.ac.in). The Bidders are advised to check NIT Andhra Pradesh website regularly. No other mode of notice will be given.

The Bidders are requested to submit the bids after issue of clarifications duly considering the changes made, if any. Bidders are totally responsible for incorporating/complying the changes/ amendments issued, if any, during pre-bid meeting in their bid.

If the last date of receiving/opening of the bids coincides with a holiday, then the next working day shall be the receiving/opening date.

The Technical bid along with relevant documents should be attached with original EMD and Tender processing fee. Physical submission of financial bid only shall be considered.

**Assoc. Dean, P&D (SMMD)
NIT ANDHRA PRADESH**

BID

File No: NITANP/SMMMD/TENDER/2025-26/77

Date: 26.02.2026

**Sub: Rate contract for supply of Stationery items at NIT Andhra Pradesh,
Tadepalligudem.**

Sir/Madam,

Bids are invited on the Box/Open Tender platform from the reputed registered Firms/Agencies/Contractors/Suppliers. The details of bidding conditions and other terms can be downloaded from the NIT Andhra Pradesh website.

The attested copies of all the documents of technical bid, signed undertaking of Bidder should be submitted offline mode only to the Director, NIT Andhra Pradesh, Tadepalligudem, on or before opening of bid.

The participating Bidder/s shall have to pay tender processing fee (non- refundable) and EMD for the amounts specified in the Statement related to bids, in the form of DD drawn in favor of the Director, NIT Andhra Pradesh, Tadepalligudem.

Further, the Successful Bidder shall furnish a part of a bid as Performance Guarantee specified in the Statement related to bids, to be paid in the form of BG as mentioned in the Tender Schedule.

NIT Andhra Pradesh, Tadepalligudem, will not accept the tenders from blacklisted companies or undependable suppliers, whose past performance with NIT- Andhra Pradesh was found poor due to delayed and/or erratic supplies and those with frequent product failures, and also against whom there have been adverse reports of sub-standard quality/poor services, as defined in the other parts of the bidding documents.

Signature of the Bidder with stamp

STATEMENT RELATED TO BIDS

Bid Document Fee/ Tender Processing Fee (Non-refundable)	Rs. 500/- by way of RTGS/NEFT/DD from any Nationalized bank drawn in favor of the Director NIT Andhra Pradesh, Payable at Tadepalligudem. Account Name: Director NIT Andhra Pradesh A/C No: 35579546371 IFSC Code: SBIN0016305 Submit the payment Receipt for evidence.
EMD	Rs. 75,000/- by way of DD from any Nationalized bank drawn in favor of the Director NIT-Andhra Pradesh, Payable at Tadepalligudem. EMD EXEMPTION: Bidders seeking exemption from submission of Earnest Money Deposit (EMD) shall submit valid supporting documents applicable to the relevant category. Under the Micro and Small Enterprises (MSEs) category, only those bidders who hold a valid Udyam Registration under the Ministry of MSME and are manufacturers of the offered product (i.e., self-manufacturers/self-authorized manufacturers for the quoted goods) shall be eligible for exemption from EMD. Such bidders must provide specific confirmation of their eligibility at the time of bid submission while claiming EMD exemption. The bidder's credentials shall be verified online through the Udyam Registration portal of the Ministry of MSME and must also be supported by documentary evidence uploaded during the bidding process, subject to validation by the Buyer. MSEs registered as service providers or traders are not eligible for EMD exemption under this tender.
Bid Validity Period	90 days from the date of opening of financial bid
EMD Validity Period	90 days from the date of opening of financial bid
Contract Period	Two Years from the date of signing of agreement. (Contract will be initially for a period of one year and will be extended for one more on satisfactory performance.)
Period for signing the Rate contract agreement	Within 14 days from date of receipt of Rate Contract Order
Estimated Cost Value (ECV)	Rs. 15,00,000/-

TENDER SCHEDULE

PREAMBLE:

National Institute of Technology, Andhra Pradesh is the 31st NIT among the chain of NITs started by the Government of India. NIT Andhra Pradesh is established in the state of Andhra Pradesh in the academic year 2015 – 2016.

NIT Andhra Pradesh, Tadepalligudem, invites sealed tenders under two bid system i.e., technical bid and financial bid from reputed agencies/ companies/authorized dealers supplying Stationery items, based on the eligibility criteria and general terms and conditions mentioned in this document.

REQUIREMENT: The requirement of various Stationery items under Rate Contract is given at ANNEXURE-I.

TERMS & CONDITIONS:

- 1) The Stationery items required is of reputed brand or equivalent as approved by NIT Andhra Pradesh in terms of quality and quantity as mentioned against each item in the tender document.
- 2) The acceptance of tender will solely rest with Director, NIT Andhra Pradesh and may accept or reject the lowest or any other tender as per the eligibility criteria. No reasons will be furnished for acceptance or rejection of any tender. Canvassing in connection with tender is strictly prohibited and any canvassing will lead to make the bid of tenderer as ineligible.
- 3) All the items must be quoted in the financial bid.
- 4) The partially quoted bids will be considered as invalid. Hence, the bid shall be treated unresponsive.
- 5) The rate for each item mentioned in the financial bid should be handwritten in the quotation. No overwriting is allowed in the quotation. Any overwriting or corrections may lead to the rejection of the quotation.
- 6) The Unit rates in Indian Rupees should be clearly quoted for each item against each make. The agency should clearly mention for GST/taxes etc. if any. The items are required to be supplied for NIT Andhra Pradesh, Near NH no.216, Kadakatla, Tadepalligudem-534101.

- 7) **No commitment to accept lowest or any tender:** NIT Andhra Pradesh shall be under no obligation to accept the lowest or any other quotation received in response to this tender enquiry and shall be at its sole discretion to reject any or all offers without assigning any reason whatsoever.
- 8) The tender, which does not comply with our tendered specifications, shall be summarily rejected.
- 9) After having a Rate Contract with the selected vendor/bidder, the purchase of Stationery items will be made as per requirement on as and when required basis during the period of Rate Contract. The Agency would be required to accept the part supply order as required from time to time by NIT Andhra Pradesh.
- 10) The supply of Stationery items has to be made within a period of 10-15 days from the date of issue of subsequent supply order by NIT Andhra Pradesh as per requirement from time to time. In case firm fails to supply the Stationery items in the specific time, fine will be imposed and will be deducted from the bill. If the delay exceeds further, the order may be cancelled and security deposit forfeited at the discretion of NIT Andhra Pradesh.
- 11) In Case the firm fails to supply the items within specified delivery period, the material will be procured from open market and the difference of cost, if any, will be recovered from Security Deposit or from pending bills of defaulting firm. The office may take necessary action for blacklisting such firm, if required.
- 12) The Interested bidders/vendors can visit this office on any working day, to inspect the specimens before submitting the bids.
- 13) The Director NIT Andhra Pradesh reserves the right to reject any or all the tenders without assigning any reason thereof.
- 14) Vendor should be capable of delivery of items at NIT Andhra Pradesh premises.
- 15) Tenderer/Bidder should submit the following documents along with their bid.**
 - a) Tenderer should submit the documents of Income tax returns, PAN and GST registration, all other registrations if any.
 - b) The bidder should enclose the signed and stamped copy of the tender document on each page towards acceptance to all the terms and conditions.
 - c) Qualifying Information
 - d) All the firms participating in the tender must submit a list of their partners etc. along with their communication details.

- 16) The requirement of consumable items may vary and the firm has to supply the items during the period of contract.
- 17) **Payment:** 100% payment will be released within 30 days after receipt and acceptance of material. No other payment terms including advance payment will be allowed.
- 18) No taxes shall be payable by us unless payment of the same is specifically mentioned by the supplier in the price bid and the same is legally leviable. If no specific mentioning of tax/GST, NIT Andhra Pradesh will assume that the price/s quoted is inclusive of all taxes and levies and binding on the firm to execute the order.
- 19) NIT Andhra Pradesh is not bound to procure items from the selected vendor only.
- 20) The tenderer has to quote the prices for the material/make/equivalent mentioned in the price bid. However, the tenderer shall be responsible about the quality of the material quoted in the price bid.
- 21) The items supplied should be of high quality and certified as per the Government standards. The material supplied if found to be other than the specified brand and inferior in quality will summarily be rejected.
- 22) The successful bidder shall submit security deposit of **Rs. 50,000/-**. The same will be refunded after successful fulfillment of the agreement made between the institute and successful bidder. Once the rate contract is formulated, the Security deposit shall be submitted before releasing the payment against the first Purchase Order.
- 23) All the indents from the institute to successful bidder will be raised through e-mail only from the purchase@nitandhra.ac.in to any mail ID as specified in the agreement.

Date:

Place:

Signature & Seal of the bidder

ELIGIBILITY CRITERIA:

1. Bidder must be a proprietor/firm/company having valid GST certificate.
2. The location / address of the bidder as per GST registration certificate should be within 300 kms of distance from NIT Andhra Pradesh.
3. The bidder should be in existence in the same business for minimum period of 3 years – (Copy of Certificate of Incorporation/Registration Certificate of the firm)
4. The bidder should submit at least one successfully executed Rate Contract(s)/Purchase Order(s)/ Work Order(s) related to a similar nature of work/supply to any Central or State Government or Autonomous Body or PSUs during the previous three financial years, as supporting documents. Certificates of satisfactory performance from at least one such client must be submitted along with tender.
5. The bidder should have annual turnover of minimum Rs. 20 lakhs for the last three FY. 2022-23, 2023-24 & 2024-25 issued by CA with UDIN Number.
6. The bidder should submit income tax returns for the concerned years i.e., AY 2023- 24, 2024-25 & 2025-26.
7. The bidder must have a valid PAN Card.
8. Bidder should submit an affidavit stating that the bidder has NOT been blacklisted or otherwise disqualified pursuant to any proceedings by any Central or State Government or Autonomous Body or Public Sector Undertakings in India.
9. Bidder must have a fully operational/functional shop/office within 300Km of NIT Andhra Pradesh and the details of the complete contact address, along with a copy of the registration certificate of the firm (incorporation certificate or registration certificate). **Bidders with the availability of a local shop/office within 300Km of NIT Andhra Pradesh alone will be considered for the technical evaluation. If there is no suitable supportive document provided, the bid will be disqualified.**

Additional Terms & Conditions:

10. An undertaking (self-certificate) should be submitted stating that the bidder has not been blacklisted by any Central/State Government organizations/PSUs and there has been no pending litigation with any Central/State Government organization/department on account of execution of similar service. The bids from any suspended bidder will not be considered.
11. All the self-attested certificates should be in the bidder's letterhead.
12. Each page of the tender document along with all other submitted documents must be duly signed by the Authorized signatory with Bidder's signature and seal.

Name and signature of bidder with seal

METHOD OF SUBMISSION OF BIDS:

1. The bid documents can be downloaded from the Institute website <http://www.nitandhra.ac.in/main/tender> and CPP Portal <https://eprocure.gov.in>
2. The bids should be filled in two bid formats with all the required documents as enclosures in separate sealed covers i.e.: (a) Part-I Technical bid, (b) Part-II Financial bid.
3. Two separate sealed covers should be specifically super-scribed as (a) “Technical bid for Supply of Stationery items at NIT Andhra Pradesh, Tadepalligudem” and (b) “Financial bid for Supply of Stationery items at NIT Andhra Pradesh, Tadepalligudem”. Both the sealed envelopes (a) and (b) are to be kept in another Master envelope, which should also be sealed and submitted.
4. The Master envelope should be super-scribed with “Tender for Supply of Stationery items at NIT Andhra Pradesh, Tadepalligudem” and shall be addressed to The Tender Box, C/o Material Management & Disposal Section, Sardar Vallabhbhai Patel Administrative Vista Building, National Institute of Technology Andhra Pradesh, Beside Chennai - Srikakulam Highway, Near Kondrupolu, Tadepalligudem, West Godavari District, Andhra Pradesh-534101.
5. Last date for submission of bid documents is **18.03.2026** up to 03:00 pm.
6. Bids received after the due date and time shall be summarily rejected.
7. Institute will not be responsible for postal delay.

EVALUATION PROCEDURE:

1. At the first stage, the Technical Bids shall be opened in the presence of Bidders, who may like to be present on **18.03.2026 at 03.30 pm.** in **Material Management and Disposal Section,** Sardar Vallabhbhai Patel Administrative Vista Building of NIT Andhra Pradesh, Tadepalligudem.
2. IPC would evaluate the technical bids submitted by the Bidders.
3. Prior to detailed evaluation, the Institute will determine the substantial responsiveness of each bid to the tender document. A substantially responsive bid is one which conforms to all the terms and conditions of the bidding/tender document and is without any material defects and deviations. Deviations from, or objections or reservations to critical provisions such as those concerning qualification/eligibility criteria, availability of facilities and amenities as needed, availability of government/statutory approvals and clearances, ready and explicit willingness to accept and honor the terms and conditions of contract etc. will be deemed to be material deviations.
4. If a bid is not substantially responsive, it will be rejected by the Institute and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
5. Only those Bidders whose technical bids have been found to be substantially responsive would be evaluated.
6. The Financial bids of those Bidders only shall be opened who qualified in the Technical Evaluation.
7. The total prices of (mentioned in financial bid) of all valid bids shall be compared. The lowest bidder who stands at L1 will be awarded with rate contract. In case of tie, the contract will be awarded to the firm having highest average annual turnover for the FY. 2022-23, 2023-24 & 2024-25.
8. The decision of the Director, NIT Andhra Pradesh, Tadepalligudem, is final in this regard.
9. Tenders with revised/modified rates/offer after opening of the tenders shall be summarily rejected and the entire Earnest Money Deposit (EMD) submitted with the tender shall be forfeited.
10. The tender is not transferable under any circumstances.
11. Telegraphic, conditional or incomplete tenders shall not be accepted. Canvassing of any kind, direct or indirect shall lead to disqualification of the Bidder.

Name and signature of bidder with seal

Qualifying information:

S. No	Details requested by NIT Andhra Pradesh	Details furnished by the firm
1)	Name of the bidder	
2)	Valid correspondence Address, Email, and contact details/Telephonenumber of bidder	
3)	Status of Ownership of the firm	a) Proprietor b) Partnership c) Registered firm d) Unregistered firm e) Body Corporate
4)	Statutory Registrations (Copies MayPlease be attached)	a) GST: b) PAN: c) VAT: D) Any other
5)	Earnest money Deposit (EMD) & Processing fee details;	<u>EMD:</u> DD no. _____ DD Date: _____ Bank Name: _____ <u>Processing fee:</u> DD no. _____ DD Date: _____ Bank Name: _____
6)	Bank details of the Firm (Copies MayPlease be attached)	

List of Stationery Items to be supplied

S No	Item Name	Brand/Make
1	Exam Threads (1 Pack 500 threads)	Certified brand
2	Stamp pad Small (Blue)	Camlin / Faber Castell / Equivalent
3	Stamp pad Big (Blue / Red)	Camlin / Faber Castell / Equivalent
4	Cello tape cutter machine (1inch tape)	Certified brand
5	Cello tape cutter machine (2inch tape)	Certified brand
6	1" Gum tape (brown) 60 meter. Length	wonder/Cello/Teflon
7	2" Gum tape (brown) 60 meter. Length	wonder/Cello/Teflon
8	1" Gum tape white 60 meter. Length	wonder/Cello/Teflon
9	2" Gum tape white 60 meter. Length	wonder/Cello/Teflon
10	Stapler machine HP45 (Big)	Kangaroo
11	Stapler machine (Big for small pins)	Kangaroo
12	Stapler machine (small)	Kangaroo
13	Stapler pins (Big) (1 Box contains 20 pieces)	Kangaroo
14	Stapler pins (Small) (1 Box contains 20 pieces)	Kangaroo
15	Pencils (1 Box contains 10 Nos.)	Apsara / Nataraj / Doms
16	Gum bottles(small) (Camel) 150 ml	Certified brand
17	Gum bottles(big) (Camel) 700 ml	Certified brand
18	Tags (bundle of 10 sets)	Certified brand
19	Sticky Flags Good Quality	Certified brand
20	Sticky Notes Good Quality	Certified brand
21	Add Gel Pens (Blue, black, Red & Green)	(Achiever)
22	Uni ball Pens (Blue, black, Red & Green)	Certified brand
23	Erasers 1 Box contains 20 pieces)	Apsara / Nataraj / Doms

24	Sharpeners (1 Box contains 20 pieces)	Apsara / Nataraj / Doms
25	Fevistick (25gms)	Certified brand
26	Fevisticks (8gms)	Certified brand
27	Gem clips (Big size)	Bell company / Equivalent
28	Gem clips (Medium size)	Bell company / Equivalent
29	Gem clips (Small size)	Bell company / Equivalent
30	Binding Clips (15mm size)	Certified brand
31	Binding Clips (19mm size)	Certified brand
32	Binding Clips (25mm size)	Certified brand
33	Binding Clips (32mm size)	Certified brand
34	Binding Clips (41mm size)	Certified brand
35	Binding Clips (51mm size)	Certified brand
36	White fluids	Cello/Camlin/Reynolds
37	Highlighters	Cello/Camlin/Reynolds
38	Writing flanks (Wooden)	Certified brand
39	Writing flanks (Executive pad) Water proof	Certified brand
40	Damper	Certified brand
41	Battery - Size AA (Wall clock batteries)	Nippo / Duracell / Eveready
42	Battery - Size AAA	Nippo / Duracell / Eveready
43	GP High Voltage Battery (Calling Bell Battery)	22AE -12V)
44	Calculator	Casio 5J 12D
45	Scissor Stainless steel original (Big)	Certified brand
46	Rubber bands (100 grams)	Certified brand
47	Rubber bands (50 grams)	Certified brand
48	Packing thread (Plastic)	Certified brand
49	Punching machine (single hole)	Kangaroo
50	Punching machine (double hole)	Kangaroo
51	Paper weight (Rubber)	Certified brand

52	Permanent markers (1 Box contains 10 pieces)	Cello/ Camlin/ Reynolds
53	CD markers (1 box contains 10 pieces)	Cello/ Camlin/ Reynolds
54	Contani (Best Quality) (Handle Wooden)	Certified brand
55	Long Iron Scales (one box contains 10 pieces)	Certified brand
56	Long Plastic Scales (One box contains 10 pieces)	Certified brand
57	Plastic Stationery Tray (Good quality)	Certified brand
58	Disposable Ball pens (Blue / Red / Black) (1 box contains 10 pieces)	Flair / Linc / Elkos / Equivalent
59	Ball pen 0.7mm (Blue / Red / Black) (1 box contains 10 pieces)	Hauser / Pentonic / Flair / Equivalent
60	Dustless Chalks White – (1 box contains 50 pieces)	Apsara / Kores / Equivalent
61	Dustless Chalks Color - (1 box contains 50 pieces)	Apsara / Kores / Equivalent
62	White Board Markers (Blue/Red/ Black) – (1 box contains 10 markers)	Cello/ Camlin/ Reynolds
63	Dusters	Certified brand
64	White Boards Duster	Certified brand
65	Single Hole Punching Machine HDP 1320	Certified brand
66	Push pins for cork board (Pack of 50 pcs)	Certified brand
67	Magnet buttons for white board (Pack of 10 pcs)	Certified brand

DECLARATION

(To be provided on letter head of the Bidder and submit along with technical bid)

I / We _____ do hereby certify that our firm is not blacklisted and no enquiries / cases are pending against us by Govt. of India / Govt. of Andhra Pradesh or by any State Board Universities, since inception of the firm / company.

All the terms and conditions given in the tender draft with **File No: NITANP/SMMMD/TENDER/2025-26/77, Date: 26.02.2026** "**For Supply of Stationery Items**" issued by the NIT Andhra Pradesh, Tadepalligudem, are acceptable to us.

We also certify that the information mentioned in the submitted documents is true and complete in any every respect and explicitly agree that in case at a later date it is found out by the Institute (NIT Andhra Pradesh, Tadepalligudem) that any details provided herein by us are incomplete/incorrect, any contract given to us may be summarily terminated forthwith, our firm may be blacklisted, and that the Institute may also initiate any other legal/penal proceedings, as deemed fit by it.

Date:

Authorized Signatory

Name:

Place:

Designation:

Company:

Contact No:

Company Seal:

FINANCIAL BID (On Firm Letterhead)

Ref. No.: NITANP/SMMD/TENDER/2025-26/77

DATE: 26.02.2026

S No	Item Name	Qty	Rate per Unit (in Rs)
1	Exam Threads (1 Pack 500 threads)	1 No	
2	Stamp pad Small (Blue)	1 No	
3	Stamp pad Big (Blue / Red)	1 No.	
4	Cello tape cutter machine (1inch tape)	1 No.	
5	Cello tape cutter machine (2inch tape)	1 No.	
6	1" Gum tape (brown) 60 meter. Length	1 Roll	
7	2" Gum tape (brown) 60 meter. Length	1 Roll	
8	1" Gum tape white 60 meter. Length	1 Roll	
9	2" Gum tape white 60 meter. Length	1 Roll	
10	Stapler machine HP45 (Big)	1 No	
11	Stapler machine (Big for small pins)	1 No	
12	Stapler machine (small)	1 No	
13	Stapler pins (Big) (1 Box contains 20 pieces)	1 Box	
14	Stapler pins (Small) (1 Box contains 20 pieces)	1 Box	
15	Pencils (1 Box contains 10 Nos.)	1 Box	
16	Gum bottles(small) (Camel) 150 ml	1 bottle	
17	Gum bottles(big) (Camel) 700 ml	1 bottle	
18	Tags (bundle of 10 sets)	1 bundle	
19	Sticky Flags Good Quality	1 Packet	
20	Sticky Notes Good Quality	1 Packet	
21	Add Gel Pens (Blue, black, Red & Green)	1 Pen	
22	Uni ball Pens (Blue, black, Red & Green)	1 Pen	
23	Erasers 1 Box contains 20 pieces)	1 Box	

24	Sharpeners (1 Box contains 20 pieces)	1 Box	
25	Fevistick (25gms)	1 No.	
26	Fevisticks (8gms)	1 No.	
27	Gem clips (Big size)	1 Box	
28	Gem clips (Medium size)	1 Box	
29	Gem clips (Small size)	1 Box	
30	Binding Clips (15mm size)	1 Box	
31	Binding Clips (19mm size)	1 Box	
32	Binding Clips (25mm size)	1 Box	
33	Binding Clips (32mm size)	1 Box	
34	Binding Clips (41mm size)	1 Box	
35	Binding Clips (51mm size)	1 Box	
36	White fluids	1 No.	
37	Highlighters	1 No.	
38	Writing flanks (Wooden)	1 flank	
39	Writing flanks (Executive pad) Water proof	1 flank	
40	Damper	1 No.	
41	Battery - Size AA (Wall clock batteries)	1 No.	
42	Battery - Size AAA	1 No.	
43	GP High Voltage Battery (Calling Bell Battery)	1 No.	
44	Calculator	1 No.	
45	Scissor Stainless steel original (Big)	1 No.	
46	Rubber bands (100 grams)	1 Packet	
47	Rubber bands (50 grams)	1 Packet	
48	Packing thread (Plastic)	1 Kg	
49	Punching machine (single hole)	1 No.	
50	Punching machine (double hole)	1 No.	
51	Paper weight (Rubber)	1 No.	

52	Permanent markers (1 Box contains 10 pieces)	1 Box	
53	CD markers (1 box contains 10 pieces)	1 Box	
54	Contani (Best Quality) (Handle Wooden)	1 No.	
55	Long Iron Scales (one box contains 10 pieces)	1 Box	
56	Long Plastic Scales (One box contains 10 pieces)	1 Box	
57	Plastic Stationery Tray (Good quality)	1 No.	
58	Disposable Ball pens (Blue / Red / Black) (1 box contains 10 pieces)	1 Box	
59	Ball pen 0.7mm (Blue / Red / Black) (1 box contains 10 pieces)	1 Box	
60	Dustless Chalks White – (1 box contains 50 pieces)	1 box	
61	Dustless Chalks Color - (1 box contains 50 pieces)	1 box	
62	White Board Markers (Blue/Red/ Black) – (1 box contains 10 markers)	1 box	
63	Dusters	1 No.	
64	White Boards Duster	1 Piece	
65	Single Hole Punching Machine HDP 1320	1 No.	
66	Push pins for cork board (Pack of 50 pcs)	1 Pack	
67	Magnet buttons for white board (Pack of 10 pcs)	1 Pack	

• Certified Brand means any Government authorized agency to certify the quality of stationery mentioned in the tender document by ISI/BIS/ISO.

NOTE:

1. The partially quoted bids will be considered as invalid. Hence, the bid shall be treated unresponsive.
2. The consolidated total price of all valid bids shall be compared. The lowest bidder who stands at L1 will be awarded with rate contract.
3. The unit rates quoted should be inclusive of GST and any other statutory Central / State Govt. taxes along with transport charges to NIT Andhra Pradesh.
4. There shall be no demand for volume of order if rate contract is awarded.
5. Rate quoted should be valid for the agreement period from the date of signing of the agreement.
6. In case of tie, the contract will be awarded to the firm having highest average annual turnover for the FY.2022-23, 2023-24 & 2024-25.

Signature of the Authorized Signatory

Name:

Designation:

Address:

Tel./Mobile No.:

E-mail ID:

Date:

Seal of the Firm: