



प्रधान महालेखाकार (लेखा एवं हकदारी), झारखण्ड का कार्यालय
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E), JHARKHAND

सत्यमेव जयते No. Record (D)/ (A&E)/ Stationery / 2020-21/21

Dated -17.06.2020

To,
The -----

Subject : Supply of Stationery Articles.

Sir,

Tender in sealed envelope is invited for supply of the 109 articles, listed in the pro-forma enclose, in the Office of the Pr. Accountant General (A&E), Jharkhand, Ranchi.

Terms and conditions for the bidders are as follows:-

1. Tender papers, completed in all respects, shall be submitted in the DAG (Admn)'s Secretariat of this office on or before 26/06/2020 at (5.00 P.M.) for the period 01.07.2020 to 31.03.2021 and date of opening of tender is on dated 29.06.2020 at (11.AM).
2. **The successful Bidder will have to supply the articles at the approved rates including GST, if any up to 31/03/2021.**
3. The articles have to be supplied within a reasonable time, failing which suitable action, as deemed fit, will be taken against the defaulter firm.
4. **Tender papers are to be accompanied with sample and Brand name of each Article, and the rates will not be accepted without Samples/ Brand names, wherever necessary.**
5. The number of Sheets, pages of that packet contained, GSM of each Sheet/ Paper and also the quantity in each packet/ Box/ Container may also be mentioned invariably in the quotation, wherever required, without which rates will not be considered valid.
6. The Tenders shall be submitted in the prescribed format in the same serial no, as shown in the pro- forma enclosed.
7. Dy. Accountant General (Admn) reserves exclusive right to accept/reject any tender at any stage without assigning any reason what so ever it may be.

Yours faithfully,

Sr. Accounts Officer/ Record (D)

Sl. Nos.	Name of Articles	Make	Unit
1	Audit Pencil	Polo	Pcs.
2	Arch File	Ambassador	Pcs.
3	Binding Cloth	Good Quality	Meter
4	Bora (Gunny Bag)	Jute	Pcs.
5	Brown Paper (1 Ream = 480 Pcs)	Good Quality	Ream
6	Cello Tape Brown 2''	Cello/Wondr	Pcs.
7	Cello Tape Brown 1''	Cello/Wondr	Pcs.
8	Cello Tape White 2''	Cello/Wondr	Pcs.
9	Cello Tape White 1''	Cello/Wondr	Pcs.
10	Carbon Blue A/4 size (100 Sheets in a Pkt.)	Cores	Pkt.
11	CD Blank 52X (P/pc)	Sony/ Frontech	Pcs.
12	CD Mailer Envelope (P/pc)	Oddy	Pcs.
13	Case Cover Printed	Good Quality	Pcs.
14	Computer Paper 15x12x1(60GSM)	Good Quality	Pkt.
15	Computer Paper 15x12x2(80GSM)	Good Quality	Pkt.
16	Computer Paper 10x12x1(60GSM)	Good Quality	Pkt.
17	Computer Paper 10x12x2(80GSM)	Good Quality	Pkt.
18	Computer Sticker	Oddy	Pkt.
19	Correction Pen	Camel	Pcs.
20	Colour Paper A/4(80 GSM)	Good Quality	Pkt.
21	Calculator 12-digit (Check correct system)	Cassio	Pcs.
22	Calculator 16-digit (Check correct system)	Cassio	Pcs.
23	Candle thick	Good Quality	Pcs.
24	Conference Pad	Neelgagan	Pcs.
25	Card Board (Hard Board)	Good Quality	Pcs.
26	Computer File 15''x12''	Neelgagan	Pkt
27	Dak Pad	Good Quality	Pcs.
28	Dak Book Ribbon	Good Quality	Kg
29	D VD Blank (Moserbear)	Moserbear	Pcs.
30	DFC White Paper (500 Sheets in a Pkt.)	Orient	Pkt.
31	DFC Ruled Paper (500 Sheets in a Pkt.)	Orient	Pkt.
32	Duet Pen Linc (Cream)	Linc/Camel	Pcs.
33	Duster Cloth White	Good Quality	Pcs.
34	Double Punching Machine	Kangaroo	Pcs.
35	Dustbin Plastic	Good Quality	Pcs.
36	Eraser	Natraj	Pcs.
37	Envelop White Without Printed (10''x 4.5'')	Good Quality	Pcs.
38	Envelop Window White With Printed (11''x 5'')	Good Quality	Pcs.
39	Envelop Pink With Printed (11''x 5'')	Good Quality	Pcs.
40	Envelop Green Cloth With Printed (10''x 14'')	Good Quality	Pcs.
41	Envelop Yellow Cloth With Printed (16''x 12'')	Good Quality	Pcs.
42	Fevi Stick 15 gm	Pidilite/Kores	Pcs
43	File Binder	Good Quality	Pcs.

44	File Binder With Hard Board	Good Quality	Pcs.
45	Full Scap Roneo Paper	Good Quality	Pcs.
46	Gum Tube	Camel	Pkt.
47	Gum Bottle 150 ml	Camel	Pcs.
48	Gum Bottle 700 ml	Camel	Pcs.
49	Gems Clip	Camel	Pcs.
50	Guard File	Good Quality	Pkt.
51	Hi-Lighter Pen	Faber Castle	Pcs.
52	Hi-Tech V5 Pen	Pilot	Pcs.
53	Jetter Pen (Black and Blue)	Linc	Pcs.
54	Jetter Refill (Black and Blue)	Linc	Pcs.
55	Key Purse	Lather	Pcs.
56	L.P. Register No.2 (64 Pages) M.B 70 GSM	Good Quality	Pcs.
57	L.P. Register No.4 (128 Pages) M.B 70 GSM	Good Quality	Pcs.
58	L.P. Register No.6 (192 Pages) M.B 70 GSM	Good Quality	Pcs.
59	L.P. Register No.8 (256 Pages) M.B 70 GSM	Good Quality	Pcs.
60	L.P. Register No.10 (320 Pages) M.B 70 GSM	Good Quality	Pcs.
61	L.P. Register No.12 (384 Pages) M.B 70 GSM	Good Quality	Pcs.
62	L.P. Register No.14 (448 Pages) M.B 70 GSM	Good Quality	Pcs.
63	L.P. Register No.24 (768 Pages) M.B 70 GSM	Good Quality	Pcs.
64	Markin Cloth	Good Quality	Meter
65	Note Sheets 100 Sheet	Good Quality	Pad
66	Note Book No. 33 (40 Pages)	Neelgagan	Pcs.
67	Note Book No. 33 (80 Pages)	Neelgagan	Pcs.
68	Ocean Gel Pen (Blue, Black , Green, Red)	Linc	Pcs.
69	Ordinary Refill (Blue, Black, Red,)	Linc	Pcs.
70	Paper Pin	King	Pcs.
71	Paper Weight Round	Kabia	Pcs.
72	Pen Stand With Two Pen	Wilson/Kebika	Pcs.
73	Pen Stand Executive With Two Pen	Good Quality	Pcs.
74	Pencil Cutter	Natraj	Pcs.
75	Pencil HB	Camlin	Pcs.
76	Permanent Marker Pen	Reynolds	Pcs.
77	Photo Glossy Paper of 130 GSM	Oddy	Pkt.
78	Pin Cushion	Omega	Pcs.
79	Poker Plastic Holder	Good Quality	Pcs.
80	Plastic Folder A/4 Size	Good Quality	Pcs.
81	Plastic Folder	My clear Bag	Pcs.
82	Roneo Paper A/4 Size	Orient	Pkt.
83	Roneo Paper A/3 Size	Orient	Pkt.
84	Spiral Note Book	Neelgagan	Pcs.
85	Scale Plastic	Camlin/Camel	Pcs.
86	Scissors Medium (Shear 21.5 cm)	Shear	Pcs.
87	Signature Pad White (32 oz Hard Board)	Good Quality	Pcs.
88	Single Punching Machine	Kangaroo	Pcs.

89	Side Clip File	Good Quality	Pcs.
90	Stamp Pad Self Inking (Big)	Fabre Castle	Pcs.
91	Stamp Pad Self Inking (Medium)	Fabre Castle	Pcs.
92	Stamp Pad Ink Bottle 15 ml	Camlin	Pcs.
93	Stapler Machine No.10	Kangaroo	Pcs.
94	Stapler Machine No.24	Kangaroo	Pcs.
95	Stapler Machine Pin No.10	Kangaroo	Pkt.
96	Stapler Machine Pin No.24	Kangaroo	Pkt.
97	Sketch Pen (Blue, Black, Green, Red)	Camlin	Pkt.
98	Sticky Pad 1'' Set of Three	Oddy	Pcs.
99	Sutli	Good Quality	Kg
100	TRIMAX Pen (Blue, Black, , Green Red,)	Reynolds	Pcs.
101	TRIMAX Refill (Blue, Black, , Green Red,)	Reynolds	Pcs.
102	Tag Cotton 8'' (One Bundle =50 Pcs.)	Good Quality	Bundle
103	Thread Ball	Sonal	Pcs.
104	Table Glass – 3'x2'(8mm) White With Polish	Good Quality	Pcs.
105	Table Glass – 4'x3'(8mm) White With Polish	Good Quality	Pcs.
106	White Board Marker Pen	Reynolds	Pcs.
107	White Board Duster	Reynolds	Pcs.
108	Xerox Paper A/3 75 GSM	Century	Pkt.
109	Xerox Paper A/4 75 GSM	Century	Pkt.



Sr. Accounts Officer Record(Dispatch)