



GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

(An Autonomous Institute of Government of Maharashtra)

National High No.6, JALGAON- 425 002

Phone-0257-2281522

Fax- 0257-2281319

Web.-www.gcoej.ac.in

E-Mail- principal.gcoejjalgaon@dtmaharashtra.gov.in

ENQUIRY LETTER

No .GCOEJ/AEC/2022/1435

Date: 11.4 JUL 2022

To.

Subject: - Quotations **for the supply of general exam stationery.**

Sir,

With reference to above cited subject, sealed quotations are invited for the following items, on or before **20/07/2022** up to **05.30 pm.** Quotations received against this inquiry will be opened on **21/07/2022 at 04.00** p.m. in presence of AEC committee members or those who will be present on **21/07/2022 at 4 .00 pm.** Those who will fulfill following terms and conditions will be considered for competitive bidding.

TERMS & CONDITIONS: -

1. Quotation shall be submitted in sealed envelope super scribing "GCOEJ/ AEC stationery/2022"
2. Rate shall be inclusive of all insurance, freight, packing and forwarding charges to the college site
3. GST if applicable (clear mention in quotation) will be as per latest Govt. rules against H/D forms.
4. Period of supply of these items shall be one week -seven days after issuing Purchase Order.
5. All other taxes and any miscellaneous expenses shall be inclusive in the quoted rate.
6. Validity of your quotation will be up to 31th March 2023.
7. Delivery of all ordered items should be at AEC Office GCOEJ Jalgaon
8. Principal reserves the right to cancel the bidding process, without giving any reasons.

S.N.	Description of the Items	Quantity	Cost per unit	Remark
1	A4 Sicker Paper self adhesive Label Sheets (each packet 100 pcs)	10 Packets		
2	A4 Size Paper Rim	100 Packets		
3	A4 size plastic folder (Single) FSize A4 (each box 10 pcs)	10Box 100pcs		
4	Binder Clips -25mm & 41 mm	03 Box 30pcs each		
5	BLACK PEN (PEN TEK - STYLO) (each packet 05 pen)	05 Packet 25 pcs		
6	BLUE PEN (PEN TEK - STYLO) (each packet 05 pen)	10 Packet 50 Pcs		
7	Box File (Large)	50 Nos		
8	Box File (Small)	50 Nos		

9	Box File with Steel Rod	60 Nos		
10	Carbon Paper (each box 10 pcs)	10 Set 100pcs		
11	CD BOX-700MB	50 nos		
12	Cutter (Big Size)	10 Pcs		
13	Cutter (Small Size)	20 Pcs		
14	Duplicate Book No 2	10 Nos		
15	DVD 4.7 GB – SONY/MOSERBEAR/ANY OTHER	50 nos		
16	Envelope Standard size 9.5"x4.5" - White/Brown	500 pcs		
17	Eraser –Medium size (each box 10 pcs)	05 Box 50pcs		
18	Fevicol Bottle -100GM (each box 10 pcs)	05 Box (50pcs)		
19	File Lace Big	10Packets		
20	File Lace small Tag	10 Packets		
21	Flag –Post IT (Each Packet -100 Flags)	20 packets 2000 pcs		
22	Glue stick/Fevi stick 15gm (each box 10 pcs)	05 Box 50pcs		
23	Green Packet 10*14 BOX	50pcs		
24	Gum Bottle-300ml	20pcs		
25	Highlighter (Yellow) (each box 10 pcs)	02 Box- 20 pcs		
26	Marker Pen Black (OHP) (each box 10 pcs)	02 Box- 20pcs		
27	Marker Pen Blue (OHP) (each box 10 pcs)	02 Box- 20pcs		
28	Marker Pen Red (OHP) (each box 10 pcs)	02 Box- 20pcs		
29	Masking Tape (Paper)	50 Pcs		
30	National Steering Cobra File	50 Nos		
31	Nylon Stale-(Sutali=2 Inch Size)	10 Nos		
32	Office File –A4 Size Document File	50 nos		
33	Pen Stand (Plastic)	10 Pcs		
34	Pencil –HB (each box 10 pcs)	05 Box 50pcs		
35	Pin Packets (Taachani) Each Box -100 Pins	10 Box		
36	Punch Machine –Regular Size	10 pcs		
37	RED PEN (PENTEK - STYLO) (each packet 05 pen)	05 Packet 25 pcs		
38	REGISTER(200 PAGES LONG SIZE)	30 nos		
39	Rubber Band (Small Size) 500gm	10 Nos		
40	Rubber Band –Large Size-4 inch - 500gm	10 Packets		
41	Rubber Band-Long	05 Packets		
42	Scale (Big Size) –Plastic	10 pcs		

	Sharpener (each box 10 pcs)	01 Box 10pcs		
44	Sketch Pen Packets	10 Packets		
45	Stamp Pad Ink-Blue	20 Pcs		
46	Stapler No 10 (each box 10 pcs)	01 Box 10pcs		
47	Stapler Pin -23/17 (Each Box -10 Packets)	03 Box 30 packets		
48	Stapler Pin -24/6 (Each Box -10 Packets)	03 Box 30 packets		
49	Stapler Pin Kangaroo HP-45 (each box 10 pcs)	05 Box 50pcs		
50	Stapler Pin No 10 (each box 10 pcs)	10Box 100pcs		
51	Transparent Tape ½ inch	20 pcs		
52	Transparent Tape 1 inch	20 pcs		
53	Transparent Tape 2 inch (BROWN)	30 pcs		
54	Transparent Tape 2 inch (WHITE)	30 pcs		
55	Twin Thread (Purawani Dora)	05 Bundels		
56	U Pin Clip -28 mm size Each Box -100 Pins	10 Box		
57	USE & THROW PEN-BLACK (each box 10 pen)	40 Box 400pcs		
58	USE & THROW PEN-BLUE (each box 10 pen)	40 Box 400pcs		
59	USE & THROW PEN-PURPLE (each box 10 pen)	40 Box 400pcs		
60	USE & THROW PEN-RED (each box 10 pen)	40 Box 400pcs		
61	Wacotape -2 Inch-Brown	10 Pcs		
62	White Board Marker -Black	10 Pcs		
63	White Board Marker -Blue	10 Pcs		
64	White Board Marker -Red	10 Pcs		
65	Whitener Pen	30 Pcs		



Principal
Government College of Engg, Jalgaon.