



Gomati Cooperative Milk Producers' Union Ltd.

Agartala Dairy, Indranagar, Agartala – 799006, Tripura

AN ISO 9001 : 2015 CERTIFIED ORGANISATION

Page- 1/2

GMU/PUR/STY/2020-2021/V/ 2092

Dated 05.08.2021

SHORT QUOTATION NOTICE

Rates are invited from bonafide resourceful local suppliers/wholesale dealer/Registered Cooperative Society having valid GST registration, Trade licence for supply of the following office stationeries materials etc. in sealed envelope, addressed to The Chief Managing Director Gomati Cooperative Milk Producers' Union Ltd. Agartala, West Tripura. Superscribing **“QUOTATION FOR OFFICE STATIONERIES etc”** in bold letters. The list of the materials along with terms and condition of payment, supply etc can be obtained from the office of the Milk Union during office hours within **13.08.2021**. The requirement of the materials may change, increase or decrease.

Sl. No.	Name of Items	Unit	Rate per unit	Sl. No.	Name of Items	Unit	Rate per unit
1	Al pin			55	Gum (small)		
2	Attendance Register(suitable,MU)			56	Odonil		
3	Mosquito repellent/ Machine			57	Ball Pen		
4	A4 size paper(75GSM)			58	Sutli (rope, lute)		
5	Peon book			59	Sealing wax (big0 pkt)		
6	Pencil Battery (small)			60	Stick File (A4) Transparent		
7	Electric Bulb/LED (9 wt)			61	Stick A4 Transparent		
8	Electric Bulb/LED (7 wt)			62	A3 Size paper (75 GSM)		
9	Dish wash soap (small)			63	Clip Board		
10	Lock and key (45 mm)			64	Fevical 500 ml		
11	Lock and key (50 mm)			65	Flat Microfiber Floor cleaning mop		
12	Lock and key (60 mm)			66	Floor move cleaner		
13	Broom(coconut) Stick			67	Floor move dry water cleaner		
14	Broom(flower) Stick			68	Bleaching Powder		
15	Stapler (small) no- 10			69	Pen drive (H.P/SanDisk) 16 GB		
16	Stapler Pin no- 10			70	Clock (wall) Ajanta		
17	Markin Cloth (2.5 bahar)			71	Tissue paper Roll		
18	Dhoti Cotton			72	Battery Pencil (Size AAA)		
19	Computer Paper (10x12x2)			73	Battery Pencil (AAAA)		
20	Computer Paper (10x12x1)			74	Paper weight (Branded)		
21	Computer Paper (15x12x2)			75	Pencil (Apsara/ Doms)		
22	Calulator Casio(12Digit)			76	File Movement Register		
23	Carbon Paper (A4)			77	Standard small paper Cutter		
24	Cello tape (1'') transparent			78	Wiper for Floor		
25	Cartridge (Ribban105)			79	All-out Refill		
26	Correction val pen			80	Vimber Soap (small)		
27	Stock Register(No-8)			81	Colin		
28	Stock Register(No-10)			82	Plastic Mug (small)		
29	Register(binding) no-2			83	Marker pen (Thin)		
30	Register(binding) no-4			84	Scissor small		
31	Register(binding) no-6			85	Sharpener (good quality)		
32	Register(binding) no-8			86	Plastic Folder FS Size		
33	Register(binding) no-12			87	White paper (Dista)		
34	Register(binding) no-16			88	Dustbin (Plastic)		
35	Register(binding) no-18			89	Candle (12 stick per pkt)		
36	Register(binding) no-24			90	Punching Machine (single)		
37	Register(binding) no-32			91	Tags good quality		
38	Envelop Laminated (small)			92	Toilet Brush		

Continue-

Phone ~ (0381) 235-0419/235-3524 : FAX~(0381) 235-8430 : e-mail : tripuramilkunion@yahoo.com

Web : <https://gomatimilkunion.in>, CST – 16010448265 (Central), TIN No.16010448063

GST:- 16AABAG9720B1Z3 *fssai* No. 2516010000047

JA 05/08/21



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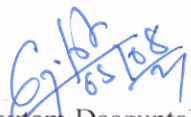
Page- 2/2

39	Dak File			93	Needle		
40	Envelop Laminated (big) A4 size			94	All out Machine		
41	Note Sheet Pad(book) A4 Size			95	Hit spray (black)		
42	File Cover with Board (Embossed with)			96	Lifebuoy Soap (small)		
43	Glue Stick			97	Calculator Pocket Size		
44	James Clips			98	Naphthalene Balls		
45	Rubber Band (2'' size) 500 gm pkts (poly)			99	Ruler Plastic scale		
46	Toilet wash (Harpic) 500ml			100	Scissor big		
47	Highlighter pen			101	Safety match box		
48	Hand washing Liquid (small)			102	Waste paper basket		
49	Stapler Pin No. 24 (big)			103	Room Freshener		
50	L.Folder File/ different colour (A4 Size)			104	Duster (small)		
51	Marker Pen (Fat/Thin) parmt			105	S Ruler 18''		
52	Punching Machine (double)			106	Tag (F 8 File)		
53	Pad ink (stamp)			107	Water Spoon (big)		
54	Phenyl (lemon sceat) 5ltr						

The offer will be received within the stipulated date of **21.08.2021 till 02-00 p.m, by courier, by hand, speed post and by mail.** The offers will be opened on **21.08.2021 at 3.00 p.m or next working day** at above office address, Agartala-799006, in presence of the Tenderers or their Authorized Representatives who chooses to be present.

Terms and Conditions

1. Payment terms – No advance payment will be made. Payment would be made on receipt of GST bill within 15 days from the date of receipt of material.
2. Quoted rate should be valid for 1(one) year.
3. Quoted rate should be at F.O.R Agartala Dairy inclusive all taxes etc.
4. The authority of Milk Union shall reserves the right to accept or reject any quotation including the lowest one without assigning any reason thereof.
5. Quotationer should submit photo copy of valid GST, Trade Licence, Pan Card, and Bank Details, Aadhar Card etc.


(Dr. Gautam Dasgupta)
Chief Managing Director

1. Notice Board, GCOMPUL
2. Visit Website of GCOMPUL. (www.gomatimilkunion.com).
3. Local Leading News Paper through Information Cultural Affairs.

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