



INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY AND APPLIED NUTRITION

होटल प्रबंधन खानपान तकनीक एवं पोषण आहार संस्थान

(An Autonomous body under Department of Tourism, Govt. of Jharkhand)
(Affiliated to National Council of Hotel Management & Catering Technology)

BRAMBE, RANCHI-835205

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Letter No:-IHM/Est-12/2020-1045

Date: 24.6.21

Quotation for supply following items in Institute at IHM, Brambe, Ranchi,
Jharkhand

Our Previous Quotation No.-870, dated- 22.01.2021 has been cancelled for unavoidable reasons and Sealed quotation are Re-invited from experienced, reputed, financially sound and registered Suppliers for the Following items and rates should be inclusive of all Statutory Taxes and amount will be mentioned in quotation:

Stationery Item

S. No.	Item	Qty.
1.	A-3 size (JK)	Pkt.
2.	A-4 size (75GSM) (JK)	Pkt.
3.	A4 size (JK) 80 GSM	Pkt.
4.	A4 Size Paper	Pkt.
5.	Add gel pen	Pkt.
6.	Allotment Register	Nos.
7.	Arch File	Nos.
8.	Assistant Log Book	Nos.
9.	Attendance Register (2 No.)	Nos.
10.	B-4 Size (JK)	Pkt.
11.	Ball Pen Reynolds	Pkt.
12.	Bill Register	Nos.
13.	Board pin	Pkt.
14.	Box File	Nos.
15.	Calculator Casio 12 Digit	Nos.
16.	Calculator Pocket Size	Nos.
17.	Candle (12 stick Pkt)	Nos.
18.	Carbon Paper	Pkt.
19.	Cash Book (3 No.)	Nos.
20.	Cash Book (4 No.)	Nos.
21.	Cash Book (5 No.)	Nos.
22.	Cello tape-1 inch	Nos.
23.	Cello tape-2 inch-Brown-White	Nos.
24.	Clips Gem (Plastic)	Pkt.
25.	Clips Gem (Steel)	Pkt.
26.	Cobra File	Nos.
27.	Colour flag 1x3	Pkt.
28.	Conference Pad	Nos.
29.	Correction pen	Nos.
30.	Correction tap	Nos.
31.	Dak Despatch Register (6 No.)	Nos.
32.	Dak Pad	Nos.
33.	Dak Receipt Register (10 No.)	Nos.
34.	Double punch machine	Nos.
35.	Double Tape- 2 inch	Nos.
36.	Double Tape-1 inch	Nos.
37.	Duplicate Copy (Maintenance Book)	Nos.
38.	Duracell Ultra Alkaline AA Battery	Nos.

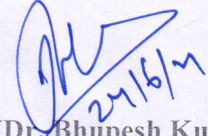
39.	Duracell Ultra Alkaline AAA Battery	Nos.
40.	Envelopes Brown 12" x 10" with logo print	100 Nos. Per Pkt.
41.	Envelopes Brown 6" x 4" with logo print	100 Nos. Per Pkt.
42.	Envelopes Brown 16" x 11" with logo print	100 Nos. Per Pkt.
43.	Envelopes Brown 9" x 5" with logo print	100 Nos. Per Pkt.
44.	Envelopes White 12" x 10" with logo print	100 Nos. Per Pkt.
45.	Envelopes White 6" x 4" with logo print	100 Nos. Per Pkt.
46.	Envelopes White 16" x 11" with logo print	100 Nos. Per Pkt.
47.	Envelopes White 9" x 5" with logo print	100 Nos. Per Pkt.
48.	Envelopes Window White 10" x 4 1/2" with logo print	100 Nos. Per Pkt.
49.	Eraser	Pkt.
50.	Fevicol (Bottle gum) (Big)	Nos.
51.	Fevicol (Bottle gum) (Medium)	Nos.
52.	Fevicol (Bottle gum) (Small)	Nos.
53.	Fevistick (8 grm.)	Nos.
54.	Fevistick (15 grm.)	Nos.
55.	File Board	Nos.
56.	File Cover	Nos.
57.	File Tag	Nos.
58.	FS Size (JK) 80 GSM	Pkt.
59.	Green Note Sheet (size-13.1 inch x 8.2 inch)	Nos.
60.	Gum Tube- Kores- 30 ML	Nos.
61.	High Lighter	Nos.
62.	Index Register (3No.)	Nos.
63.	Ink White Fluid	Nos.
64.	Leave register	Nos.
65.	Lock (Link Round Steel Lever Bcp 50 mm)	Nos.
66.	Marker (White Board)	Nos.
67.	Marker Ink (White Board)	Nos.
68.	Movement Register	Nos.
69.	Needle (Big)	Nos.
70.	Paint Marker (White-Black)	Nos.
71.	Paper Clip	Pkt.
72.	Paper Disposable Cup	100 Nos. Per Pkt.
73.	Paper Disposable Glass	100 Nos. Per Pkt.
74.	Paper pin	Pkt.
75.	Paper Wight (Branded)	Nos.
76.	Pen & Pencil Tray	Nos.
77.	Pen Cello Pointec 0.5 Gel	Pkt.
78.	Pen Highlighter	Nos.
79.	Pen Montex Gel-05	Pkt.
80.	Pen Uniball Eye micro	Pkt.
81.	Pencil HB (Branded)	Pkt.
82.	Peon Book	Nos.
83.	Pilot Pen 05	Pkt.
84.	Pilot Pen V-5	Pkt.
85.	Pilot Pen V-7	Pkt.
86.	Plane Register (12 No.)	Nos.
87.	Plane Register (24 No.)	Nos.
88.	Plane Register (8 No.)	Nos.
89.	Plastic folder (solo) A-4 size	Pkt.
90.	Plastic folders FS size	Pkt.
91.	Plastic Scale	Nos.
92.	Refill (Parker Ultrafine Navigator)	Pkt.
93.	Refill Cello Pointeck 05	Pkt.

94.	Refill Reynolds	Pkt.
95.	Rubber bands large	Nos.
96.	Rubber bands medium	Nos.
97.	Rubber bands Small	Nos.
98.	Safety Match Box	Nos.
99.	Scissors Big (9 inch)	Nos.
100.	Scissors Small (6.5 inch)	Nos.
101.	Sealing Wax	Pkt.
102.	Service Book	Nos.
103.	Sharpener (good quality)	Nos.
104.	Signature Pad	Nos.
105.	Single punch machine	Nos.
106.	Stamp Pad	Nos.
107.	Stamp Pad Ink	Bottle
108.	Staple pins No. 10	Pkt.
109.	Staple Pins No. 24	Pkt.
110.	Stapler 10 (Small)	Nos.
111.	Stapler 24/6 (Big)	Nos.
112.	Steel Scale	Nos.
113.	Stock Register (8 No.)	Nos.
114.	Sutli Jute	Bundle
115.	Thread Ball White	Bundle
116.	Treasury Messenger Book	Nos.
117.	Vehicle Log Book (192 No.)	Nos.
118.	Visitor's Register (192 No.)	Nos.
119.	Waste paper basket	Nos.
120.	White Board Duster	Nos.
121.	White Fluid Pen (Uni)	Pkt.

Sealed quotation are invited till 5 pm on 09.07.2021 at the following address.

The management reserves right to reject any or all application/quotations without assigning any reason thereof.

According to decision of the Selection committee selected suppliers will have to supply all the items mentioned in the list above, to the Institute for the next One year on the fixed and finalized rates and as per terms and condition to be provided to the supplier at the time of agreement. After one year, quotations will be invited again to decide the rates as per procedure and rules prevalent during that time.


 (Dr. Bhupesh Kumar)
 Principal

:-Notice Board