



Government of West Bengal
Office of the Principal
Calcutta National Medical College
32, Gorachand Road, Kolkata-14

Memo No. CNMC/

/P

Date:

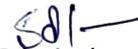
QUOTATION

(For the supply of Stationary items)

Sealed quotations are invited from bonafied firms for the following Stationary Items with superscription "Quotation for Stationary Items" used for the different departments of Calcutta National Medical College, Kolkata. The sealed Quotation will have to be submitted on or before **03.08.2022 by 2.00 PM** at receiving section. The items are as follows.

Sr. No	Name of the Items	Accounting Unit	Expected Annual Requirement
1	4 Folder Cover File	Each	300 Pcs
2	2 Folder Cover File	Each	250 Pcs
3	Highlighter Pen	Each	50 Pcs
4	Gems' Clip (Plastic Coated)	Each Packet of 20 GM	100 Packets
5	Lock & Key Normal'	Each	25 Pcs
6	Lock & Key 7 Levers	Each	20 Pcs
7	Stapler Pin (Small)	Each Packet of 1000 Staples	100 Packets
8	Stapler Pin (Large)	Each Packet of 1000 Staples	25 Packets
9	Stapler Small	Each	25 Pcs
10	Stapler Large	Each	15 Pcs
11	Pen Drive 32 GB	Each	25 Pcs

Lowest rates will be accepted only. Current & Updated Trade license, PAN, GST are necessary with proprietary signature on all the documents. Other terms & conditions as per Govt. rules should be maintained. Quotation will be valid up to 6 (Six) Months from the date of approval. All quotations will be submitted on or before due date at the receiving section of Calcutta National Medical College. Rate should not be exceeding over MRP. Rate should be quoted with GST as applicable.


Principal

Calcutta National Medical College

Memo No. CNMC/2558 /P

Copy forwarded for Information & necessary actions to:

Date: 27/07/22

1. The DDHS(E&S), CMS, Kolkata – 14
2. The Accounts Officer, CNMC
3. The Dy. Super, CNMC
4. The Central Store, CNMC
5. Notice Board
6. Official Website of CNMC


Principal

Calcutta National Medical College


27/07/2022