



Ramakrishna Mission Ashrama

(A branch Centre of Ramakrishna Mission, Belur Math, Howrah, W.B.)

Hatamuniguda, Rayagada, Odisha 765020

Email : hatamuniguda@rkmm.org, Website : www.rkmhatamuniguda.org

(e-TENDER)

ID No.: RKMH/e-Tender/2023-24/224

04 October 2023

Sealed offers are invited for supply of following stationery items for Ramakrishna Mission Ashrama School, Hatamuniguda 765 020, Dist. Rayagada, Odisha.

ITEM DESCRIPTION

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| 1. Note Book Small Both Side Ruled (64 pages, 17.5x24cm) | - 10,000 pcs |
| 2. Note Book Small One Side Ruled (64 pages, 17.5x24cm) | - 10,000 pcs |
| 3. Note Book Small Plain (64 pages, 17.5x24cm) | - 6,000 pcs |
| 4. Note Book Long Ruled (192 pages, 21x33cm) | - 4,000 pcs |
| 5. Dista Paper (21x34cm) | - 8,000 dista |
| 6. Practical Record (Hard Bound)(96pages, 22x28cm) | - 1,500 pcs |
| 7. Ball Pen (use and throw) | - 4,000 pcs |
| 8. Wood Pencil (HB) | - 5,000 pcs |
| 9. Eraser | - 3,000 pcs |
| 10. Pencil Sharpener | - 2,500 pcs |

TERMS & CONDITIONS

1. The party should have at least 3 years' experience in this business.
2. The party should have GST Registration.
3. Rate quoted should include GST and delivery charges.
4. Payments will be made through Cheque/Draft/ Bank Transfer only.
5. The rates settled after opening of the bids will be valid for one year.

CRITICAL DATES

Tender Publishing Date : 04.10.2023	
Clarification Start Date : 04.10.2023	Clarification End Date : 10.10.2023
Bid Submission closes : 14.10.2023	Bid Open Date : 16.10.2023

The offer in sealed envelope should reach the Secretary, Ramakrishna Mission Ashrama, Hatamuniguda, Rayagada-765 020, Odisha latest by 14.10.2023. The bids will be opened at 11 am on 16.10.2023 at the office of the undersigned.

Swami Gitatmananda
Secretary