

**GOVERNMENT OF INDIA
DEPARTMENT OF SPACE
INDIAN INSTITUTE OF REMOTE SENSING
IIRS**

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**DEHRADUN
PURCHASE & STORES
INVITATION TO TENDER**

Date : 15/07/2015

M/s

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Our Ref No : GIDI 2015-000152-01

Tender Due: 15:00 Hrs IST on 30/07/2015

Dear Sirs,

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues / pamphlets / literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure(Form No:)

S.No.	Description of Items with Specifications	Unit	Quantity
1	Adhesive Slip (Post-it-Notes), Colour: Yellow, Size: 2"x3"	Pkt.	100 ✓
2	Adhesive Slip (Post-it-Notes), Colour: Yellow, Size: 3"x3"	Pkt.	100 ✓
3	Adhesive Slip (Post-it-Notes), Colour: Yellow, Size: 4"x3"	Pkt.	100 ✓
4	Paper Flag (Post-it-Notes), Size: 25 x 75mm x 3 Colours (80 Sheets each)	Pkt.	100 ✓
5	Paper Flag (Post-it-Notes), Size: 50 x 15mm x 5 Colours (100 Sheets each)	Pkt.	100 ✓
6	Drawing Pin (Good Quality) As per Our Sample	Pkt.	100 ✓
7	Paper Cutter (Small)	NOS.	300 ✓
8	Magnetic White Board Duster	NOS.	100 ✓
9	Glue Stick, Cap: 15gms, Make: Kores	NOS.	300 ✓
10	Plastic Folder (L-Shape), Make: Sun-10 (Pkt. of 10 Folders)	Pkt.	100 ✓


DELIVERY AT: IIRS

MODE OF DESPATCH DOOR DLVRY

DUTY EXEMPTIONS

SPECIAL INSTRUCTIONS NIL

SPECIFIC TERMS


15/7/15

**V.V. NARAYANAN KUTTY
PURS. & STORES OFFICER**

For and on behalf of the President of India
The Purchaser

Terms & Conditions:

1. Material should be delivered & installed at IIRS
2. Payment will be made within 30 days from date of receipt of supply and acceptance of the material for orders value upto Rs.2.0 lakhs. o/c
3. We cannot furnish Form C/D. Please indicate the applicable percentage of Trade tax / VAT in your quotation, if applicable. Otherwise the quoted rate will be considered as inclusive of all taxes.
4. Clearly mention the Make / Brand of the item in your quotation. Please enclosed the Authorization Certificate from the principal of the quoted Make / Model along with the quotation.
5. Also clearly mention the exact delivery period and validity of your offer shall be min 60 days.