

India Trade Promotion Organisation

(Stores Division)

Prantik Building, Near Gate No. 1

Pragati Maidan, New Delhi – 110 001

Telephone No. 23378645 / 23371783

**SHORT TENDER NOTICE**

No. 253-ITPO (3)/ST/2013-16 Dated: 24/10/2016

Subject: Procurement of Disposable Crockery Items

India Trade Promotion Organization, (A Govt. of India Enterprise) invites sealed quotations from the Government Co. Operative Stores/ other interested agencies for the supply of the following items, as under:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.  No. | Item Description | Quantity in  No. | Quoted Rate in Rs. +VAT/ Taxes | Total Amount +VAT/  Taxes in Rs. | Remarks, if any |
| 1 | Thermocol Rice Plate | 3,000 |  |  |  |
| 2 | Thermocol Bowl | 3,600 |  |  |  |
| 3 | Plastic Spoon large size | 7,200 |  |  |  |
| 4 | Plastic Spoon Small size | 4,800 |  |  |  |
| 5 | Paper Glass 150 ml | 25,000 |  |  |  |
| 6 | Plastic Glass 130 ml | 4,800 |  |  |  |
| 7 | Plastic Glass 200 ml | 500 |  |  |  |
| 8 | Garbage Polypack | 4 kg. |  |  |  |
| 9 | Wooden Spoon | 4,800 |  |  |  |
| 10 | Silver Dona | 4,800 |  |  |  |
| 11 | Dolly Paper | 4 packet |  |  |  |
| 12 | Paper Napkins | 70 packet |  |  |  |
| 13 | Paper Plate | 160 pkt. |  |  |  |
| 14 | Silver Foil | 2 pkt. |  |  |  |
| 15 | Paper Box | 50 |  |  |  |
| 16 | Paper Roll Double Ply  (75x72) | 190 |  |  |  |

**Contd…**/-

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Terms & Conditions:

1. The sealed quotation may please be sent to Manager (Stores), India Trade Promotion Organization (ITPO), Stores Division, Prantik Building, Near Gate No. 1, Pragati Maidan, New Delhi – 110 001 indicating Enquiry No. and opening date on the top of the envelope before 31/10/ 2016 at 3.00 p.m. The bid/quotation will be opened at 3.30 p.m. on 31/10/2016.
2. It is mandatory for the quotationer to specify VAT / Sales Tax as extra in bid form. In the absence of such stipulation, it will be presumed that the quotation rate is inclusive of these taxes.
3. The samples of the above items must be shown to Canteen Management Committee along with quotation.
4. The above mentioned quantity is subject to change without assigning any reason.
5. Entries should be made either in ink or typewritten.
6. Quotation must be forwarded by Post or your representative in sealed cover duly superscripted with our reference subject and due date of opening.
7. Quotation must be valid for 120 days from the date of opening of tender.
8. All prices quoted must be firm and no revision in the price quoted will be allowed after the sealed tender is opened.
9. ITPO reserves the right to accept or reject any tender in part or full without assigning any reason whatsoever.
10. Price quoted should be inclusive of freight, packing, forwarding and labour charges etc.

Yours faithfully,

Manager (Stores)