



CO-OPERATIVE ACADEMY OF PROFESSIONAL EDUCATION

(Established by the Government of Kerala)

No. P2-999/2017/CAPE/2317

02.08.2017

Re- QUOTATION NOTICE No. 3/2017

Sealed quotations are invited for the supply of following items (list enclosed) at Co-operative Academy of Professional Education (CAPE) Head Office, Thiruvananthapuram for a period of one year from the date of execution of the agreement subject to the terms and conditions appended.

Sealed quotation addressed to the undersigned should reach this office on or before 16.08.2017 at 11 A.M. The envelop should be superscribed "Quotation No.P2-999/2017/CAPE- Supply of Office Stationary".


DIRECTOR

Encl: List of Items

Copy to:

1. Notice Board
2. System Analyst, CAPE – for uploading in official web site www.capekerala.org

COBANK Towers, Vikas Bhavan P.O., Thiruvananthapuram-695 033

Phone: (Off) 0471-2316236, 2317696, Fax: 0471-2310049 E-mail: capekerala@gmail.com Web: capekerala.org

List of Items

Sl. No.	Name of items	Brand/ Specification if any	Unit/ Qty	Rate
1	A3 size Photocopy paper 75 GSM (white color)	J.K Sparkle	1 Pkt	
2	A4 size photocopy paper (80 GSM) (white color)	TNPL	1 Pkt	
		J.K Sparkle	1 Pkt	
3	A4 size color paper (80 GSM)		1 Pkt	
4	A4 size high glossy paper (180 GSM)		1 Pkt	
5	A4 size photocopy paper (70 GSM)	J.K Sparkle	1 Pkt	
6	Adhesive paper		1 Pkt	
7	Battery			
	AA		Each	
	AAA		Each	
8	Box file		Each	
9	Calculator		Each	
10	Call Bell		Each	
11	CD		Each	
12	CD Pouch		Each	
13	Cello tape (brown)		Each	
14	Cello tape (white)-2"		Each	
15	Cello tape white (Big) – 1"		Each	
16	Clip Box		Each	
17	Cloth cover (size (12"x10"))		Each	
18	Correction pen		Each	
19	Cover (10 1/2"x 4 1/2" White long)		Per 100 covers	
20	Cover (9"x 4") White Small		Per 100 covers	
21	Cover (brown) (12"x10")		Each	
22	Damper		Each	
23	Duster		Each	
24	DVD		Each	
25	Eraser		Each	
26	Fax Roll		Each	
27	Fevi stick	8mm	Each	
		15mm	Each	
28	Flag Sticker- Four colour	18mm x 76 mm / 25mm x 75 mm	Each	
29	Gem clip (large)		1 Pkt	
30	Gem clip (small) :	Steel	1 Pkt	
		Plastic Coated	1 Pkt	
31	Gum	700 ml	Each	
		300 ml	Each	
		150 ml	Each	

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32	High Lighter pen		Each	
33	Legal paper (green)		1 Pkt	
34	Legal paper (white)FS (21.5cm x 34.5 cm)(80 GSM)	TNPL	1 Pkt	
35	Local Delivery Book		Each	
36	Marker Pen		Each	
37	Note Book	20 pages	Each	
38	Paper clip/ Binder Clip	15mm	1 Pkt	
		19mm	1 Pkt	
		25mm	1 Pkt	
		32mm	1 Pkt	
		41mm	1 Pkt	
		52mm	1 Pkt	
39	Paper weight	Glass		
		Rubber		
40	Pen	Bold	Each	
		Gel	Each	
41	Pencil	Apsara	Each	
42	Permanent Marker (CD Writer Pen)		Each	
43	Photo paper		1 Pkt	
44	Pin		1 Pkt	
45	Plastic folder	L.K	Each	
		Khadi Bag	Each	
		Clear Bag	Each	
46	Poker	Plastic	Each	
		Steel	Each	
47	Punch (Double)	Small	Each	
		Medium	Each	
		Big	Each	
48	Punch (Single)		Each	
49	Register (100 page)		Each	
50	Register (200 page)		Each	
51	Rubber band		1 Pkt	
52	Scale (large)	Plastic	Each	
		Steel	Each	
53	Scale (Small)		Each	
54	Scissors	Small	Each	
		Medium	Each	
		Big	Each	
55	Scribbling pad	(No. Of Sheets)	Each	
56	Seal Pad		Each	
57	Seal Pad Ink (blue)	100 ml	Each	
58	Seal Pad Ink (red)	100 ml	Each	
59	Sharpener			

List of Items

60	Sketch Pen			
61	Stapler (small)	No. 10-1m	Each	
		Medium 24/26 m	Each	
		Big	Each	
62	Stapler Pin (big)		Each	
63	Stapler pin (Small)		Each	
64	Stick file	Thick	Each	
65	Sticky note	2x3	Each	
		3x3	Each	
		3x5	Each	
66	Stock Register		Each	
67	Tag (large)		Bundle	
68	Tag (Small)		Bundle	
69	Window cover (Size 10 ^{1/2} x 4 ^{1/2})		Per 100 covers	
70	Window cover (Size 9 x 4) small		Per 100 covers	
71	Writing Board	(Specify size)	Each	
72	Zebra file (Plastic coating)		Each	