



# Krishi Vigyan Kendra

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ICAR

No.Kvk/Ytl/394/2024

Date-20/09/2024

## Quotation Notice

To,

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**Subject: Quotation for supply of rates for Stationary Material.**

Sir,

It is requested to supply your quotation for the following on or before 27/09/2024 within office hours.

Sr. No.	Item with Specification	Rate
1	Conference Note Pad	
2	Conference Pen	
3	Conference File	
4	Box File	
5	A4 Size page	
6	Photo Page	
7	Spiral Binding Booklet Cover A4 Sheet	
8	Transparent Sheet	
9	Oblong Book a) 200 pg. b)400 pg.	
10	Two-sided tape a) 1 inch b)2 inch	
11	Transparent Tape	
12	Colour Tape	
13	Highlighter	
14	Permanent marker	
15	White Board Marker	
16	Lace	
17	Tag	
18	Scissors	
19	Steel Scale	
20	Paper weight	
21	Paper pin a) U pin b) Tachni	
22	Display Board Pin	
23	Binder Clip	
24	Office Dong Tray	
25	Stapler a) Small b) Large	
26	Stapler Pins a) Small b)Large	
27	Punching Machine a) Small b)Medium c)Large	
28	Envelope a) Small b)Medium c)Large	
29	Spiral Binding FS	
30	PCV Sprial wire	

While quoting the prices, the instruction on the overleaf may please be noted carefully.

1. The quotation should be sent in sealed envelope.
2. On the envelope clearly mentioned QUOTATION for 'Supply of Stationary Material'.
3. Quotations received after due date will not be considered. Time. Period for which the quotation will be clearly mentioned. Further the validity period should be at least 180 days or more.
4. Quotations of lesser validity are liable to be rejected.
5. Critical inputs will have to be supplied within 7 days or specified or even in fewer period from the date of issue of supply order.
6. The undersigned reserves full right to reject any or all the quotations without assigning any reason thereof.

Senior Scientist & Head  
Krishi Vigyan Kendra, Yavatmal