

SHRI VISHWAKARMA SKILL UNIVERSITY, DUDHOLA, PALWAL

SVSU/2026/P&S/NIQ/E-8362/ 35

Dated: 16.01.2025

NIQ DOCUMENT

Subject: Invitation for Quotation for supply of items.
Sealed quotations are invited from the manufacturers/exclusive distributors/ authorized dealers/suppliers/re-sellers for the items detailed below:

Sr. No.	Particulars	Qty	Unit
1	Tape Cello 1 inch 50-60 Mtr length BOPP Self Adhesive Plain Tapes preferred brand Cello, Classique, scotch other equivalents	100	Nos
2	Tape Cello 2 inch 50-60 Mtr length BOPP Self Adhesive Plain Tapes preferred brand Cello, Classique, scotch other equivalents	100	Nos
3	Classmate Octane- Blue Gel Pens	500	Nos
4	Stock Registers 210-230 pages, Ledger Paper for longer durability, Heavy Hard Bound to protect the pages efficiently, page size 18.5 x29.5 cm, 75-80 GSM	50	Nos
5	Paints Marker Yellow Permanent, Opaque & Versatile Ink Works on Wood, Metal, Glass, Plastic, Paper & More preferred brands- Camlin, Luxer	5	Nos
6	Paints Marker Red Permanent, Opaque & Versatile Ink Works on Wood, Metal, Glass, Plastic, Paper & More preferred brands- Camlin, Luxer, mungyo	5	Nos
7	Paints Marker White – Permanent, Opaque & Versatile Ink Works on Wood, Metal, Glass, Plastic, Paper & More preferred brands- Camlin, Luxer, mungyo	5	Nos
8	White Thread for record file 6-7 inch long	2500	Nos
9	Fevistik Glue Stick 25g- Multi-Purpose Glue Stick brands - Pidilite	100	Nos
10	Dispatch Register 220-250 pages, 75-80 GSM, Ledger Paper for longer durability, Heavy Hard Bound to protect the pages efficiently, page size 18.5 x29.5 cm	50	Nos

For any Query contact on +91- 7496873094.

The following charges and terms may be spelt out in your offer clearly:

- i. Rates quoted shall be inclusive of all taxes, packing, forwarding, and delivery at SVSU, Dudhola, Palwal, and Haryana-121102.
- ii. GST, if applicable, shall be clearly mentioned separately in the quotation.
- iii. **Sample Approval Clause:**
- iv. **Payment Terms:** As per SVSU norms.
- v. **Delivery Period:** To be specified by the bidder.
- vi. **Guarantee/Warranty Period:** To be specified by the bidder, wherever applicable.
- vii. **After-Sales Service:** As applicable.
- viii. **Installation Charges, if any:** To be quoted separately.
- ix. **Validity Period of the Quotation:** Minimum 180 days from the date of opening of NIQ.
- x. **Bank Draft charges, if any:** To be borne by the bidder.
- xi. **Miscellaneous charges** such as Packing & Forwarding, Insurance, etc., if any, shall be clearly indicated.
- xii. SVSU reserves the right to accept or reject any or all NIQs, wholly or partly, and to cancel the NIQ at any stage without assigning any reason.
- xiii. The sealed quotations, super-scribed with the subject **“Quotation for Stationery items,** complete in all respects, must reach the office of the undersigned latest by **30.01.2026 at 17:00 hrs** at the following address:

Deputy Registrar
P&S Branch, 1st Floor, Administrative Block
Shri Vishwakarma Skill University
Village Dudhola, Palwal, Haryana-121102

