

2026-27

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EKALAVYA MODEL RESIDENTIAL SCHOOL, MAHASINGI, DIST-KANDHAMAL

(Supported by ST & SC Dev. Dept. Govt. of Odisha)

Tender for supply of Reading & Writing Material for the Session - 2026-27

1. Name & Address of the party/firm: _____

2. Registration No. of the Firm: _____

3. Earnest Money Deposited: _____ Vide Bank Draft No: _____, Dt. _____

4. Paper Cost Money Deposited: _____ Vide Bank Draft No: _____, Dt. _____

Specification for the supply of articles of Reading & Writing materials to be supplied during the session - 2026-27.

The suppliers should go through the specification carefully before quoting the rates. The suppliers are responsible to prove the quality mentioned with sample or with authenticated documents, failing which the rates quoted will not be accepted. The suppliers should quote all the rates for all of the items in which minimum 25% of the quotation rates if approved will be eligible to receive the supply orders. It may be noted that for standard quality only single rate against the items should be quoted. In case more than one rate quoted for single item in the name of quality, the same will not be considered.

PARTICULARS OF THE ITEMS

Sl No	Name of the Articles & Specification	Rate Supply by Govt.	Quantity/ Unit Price	Rate include GST
1	Rolling Note Book A4 Size 160 pages (Branded)	45/-	Per Piece	
2	Rolling Note Book A4 Size 160 pages (Branded)	45/-	Per Piece	
3	Science Note Book A4 Size 160 pages (Branded)	45/-	Per Piece	
4	Physics Practical Note Book (Branded 26.5 x 21.5 & 116 pages)	50/-	Per Piece	
5	Chemistry Practical Note Book (Branded 26.5 x 21.5 & 116 pages)	50/-	Per Piece	
6	Biology Practical Note Book (Branded 26.5 x 21.5 & 116 pages)	50/-	Per Piece	
7	I.T Practical Note Book (Branded 26.5 x 21.5 & 116 pages)	50/-	Per Piece	
8	Library Practical Note Book (Branded 26.5 x 21.5 & 116 pages)	50/-	Per Piece	
9	Gel/Ball Pen (Branded)	5/-	Per Piece	
10	Pencil (Branded)	3/-	Per Piece	
11	Geometry Box (Branded)	50/-	Per Piece	

Sl No	Name of the Articles & Specification	Rate Supply by Govt.	Quantity/ Unit Price	Rate include GST
12	Atlas (Branded)	100/-	Per Piece	
13	Map for Practice (Branded)	50/-	Per Piece	
14	Eraser (Branded)	2/-	Per Piece	
15	Graph Note (Branded)	30/-	Per Piece	
16	Drawing Book (Branded)	50/-	Per Piece	
17	Water colour (Branded)	100/-	Per PKD	
19	Colour Pencil (Branded)	100/-	Per PKD	
20	Crayon (Branded)	100/-	Per PKD	
21	Activity Book (Branded)	50/-	Per Piece	
22	Scale (Branded)	10/-	Per Piece	
23	Identity Card (Branded)	50/-	Per Piece	

Note:

1. The rate should be wholesale and not be exceeding from the market rate published in the news paper/ civil supply department and rate should not be more than from MRP (stickering and erasing of MRP will not be accepted).
2. Sample should be submitted for all items along with tender (sample) failing which the committee may consider the rate of the other parties who have submitted the samples.
3. The approved samples will be kept in the School for verification at the time of supply.
4. Any free gift /scheme provided by the company should be supply along with the articles on free of cost.
5. Do not quote more than one rate for a single item.
6. Qualitative and branded items will be given preference.
7. The decision of the committee is final and abiding.

Signature of the supplier

Name:

Seal of the firm