

**GOVERNMENT OF ANDHRA PRADESH
FINANCE (OP.II) DEPARTMENT**

Sealed Tenders are invited from the registered firms / suppliers with APGST / CST / VAT for supply of the following items to Finance Department for a period of one year.

Sl. No.	Name of the item	Quality of the item / Made by	Quantity per month (approximately)	MRP	Price offered
1.	White Papers (Cut Sheets)	Built 65 GSM	5 pkts		
2.	Stamp pad (medium)	Camel	1 Box		
3.	Stamp Pads (big)	Camel	1 Box		
4.	Pencils	Natraj	20 pkts		
5.	Erasers	Natraj	100 Nos		
6.	Sharpeners	Natraj	100 Nos		
7.	A-1 Pin Sheets	Standard	10 sheets		
8.	Reynolds pens	045	20 pkts		
9.	Stapler Machine (Big)	Kangaro (No.HP-45)	4		
10.	Stapler Machine (Small)	Kangaro	10		
11.	Stapler pin Boxes (Small)	Kores Brand	5 boxes		
12.	Stapler pin boxex (Big)	(Kangaroo)	1 boxes		
13.	Cello Tapes (Brown)	2 size	02 Roles		
14.	Cello Tapes (White)	1/2ize	02 boxex		
15.	Gum Bottle 700 ml.	Camel	6		
16.	Gum Tube Pkt (20 Nos)	camel	05 boxex		
17.	Self Sticking Pads (Medium)	Past it	30 Nos		
18.	Self Sticking Pads (Big)	Past it	15 Nos		
19.	Self Sticking Pads (Small)	Past it	30 Nos		
20.	Color flags (three colors)	Past it	30 Nos		
21.	Brown Envelop Covers	80 GSM	1500		
22.	Brown file covers ((16x12)	80 GSM	200		
23.	Cloth Covers	file size (16x12)	200		
24.	Cloth Covers	Medium (14x10)	200		
25.	Add Gel Pen (any color)	Achiever	150		
26.	File Tag (8")	Salem	50 Nos (5 bundles)		
27.	File Board (Good Quality)	Standard	600		
28.	Writing Pad	Standard	14		
29.	Brown sheets Big Size	Standard 100GSM	100		
30.	Plastic Folders	A-4 Size	500		
31.	Plastic Folders	Legal Size	500		
32.	Plastic folders (white) PP				
33.	Ruled Registers–200 Pages Small	Standard	40		
34.	Ruled Registers–500 Pages Small	Standard	10		
35.	Ruled Registers–200 Pages Small	Standard	10		
36.	Ruled Registers–500 Pages Small	Standard	10		
37.	High Lighters (all colors)	Fabercastell	15pkts		
38.	Fevi Stick (Big) 15 Gms	Fevicol	120 Nos		
39.	Box File	SRS	10		
40.	Office Files	555	15		
41.	Shorthand Note Books (Small)	Kapil	50		
42.	Gem clips (Steel)	Bambilo	50 Nos		
43.	Gem clips (Plastic)	Bambilo	50 Nos		
44.	Binder clips (Small)	Bambilo	6 boxes		
45.	Binder clips (Medium)	Bambilo	6 boxes		
46.	Binder clips (Big)	Bambilo	6 boxes		
47.	C.D with Covers (Sony)	Sony /Pentrech	150		
48.	Xerox Papers (legal)	A.P Brand 75 GSM	16 Boxex		
49.	Xerox Papers (A4)	A.P Brand 75 GSM	16 Boxex		
50.	Cello Pens	Papersoft	150 Nos		
51.	Spiral Note Books Big Size	Kapil 06	30 Nos		
52.	Spiral Note Books Medium Size	Kapil No.4	50 Nos		
53.	White Envelops	(11x4 size)	120		
54.	Court Papers (Ledger Paper)	Standard (85 GSM)	1 pkts		

Sl. No.	Name of the item	Quality of the item / Made by	Quantity per month (approximately)	MRP	Price offered
55.	White Fluid pen	Camel / Reynolds	60 boxex (PA)		
56.	Sketch Pen pkt	Luxor	12 pkts		
57.	Unibal Pens	Impact			
58.	Uni Jet Stream				
59.	Pilot HiTechpoint05	Luxor	80 Nos.		
60.	Punching Machine	Kangaroo DP 52	5 Nos		
61.	Tochen (Plastic Handle)		10 Nos		
62.	Stamp pad ink (100 ml)	Camel	5 Nos		
63.	Logbooks (200 pages)		10 Nos		
64.	Scales (one feet)	Camel / Natraj	5 Nos		
65.	Scissors (16.5") Medium	Standard	5 Nos		
66.	Scissors (Small)		5 Nos		
67.	Binding thread		1 pkt		
68.	Tappal pads	Nayagara	5 Nos		
69.	Attendance Registers 200 Pages	Liberty			
70.	Fax rolls		5 Nos		
71.	Writing Pad	Camel	5 Nos		
72.	Any other items as per requirement				

The rates quoted by the agencies shall be specified including tax.

The sealed tenders should be invariably be sent by Registered Post, in proper sealed envelopes duly enclosing samples with super scribing "Tender Quotation for supply of Stationary items" Principal Secretary to Government (R&E), Finance Department, A.P. Secretariat, Hyderabad on or before 07.02.2014.

The Principal Secretary to Government (R&E), Finance Department, A.P. Secretariat reserves the right to reject any or all tenders without assigning any reason whatsoever.