



**Government
eProcurement
System**

eProcurement System Government of India

Tender Details

Date : 19-Feb-2026 04:03 PM

Print

Basic Details

Organisation Chain	National Institute of Fashion Technology Hyderabad - NIFT		
Tender Reference Number	NIFT/Hyd/Admin/Stationery/2019		
Tender ID	2026_NIFT_899387_1	Withdrawal Allowed	Yes
Tender Type	Open Tender	Form of contract	Percentage
Tender Category	Services	No. of Covers	2
General Technical Evaluation Allowed	No	ItemWise Technical Evaluation Allowed	No
Payment Mode	Offline	Is Multi Currency Allowed For BOQ	No
Is Multi Currency Allowed For Fee	No	Allow Two Stage Bidding	No

Payment Instruments

Offline	S.No	Instrument Type
	1	Demand Draft
	2	R-T-G-S
	3	NEFT

Cover Details, No. Of Covers - 2

Cover No	Cover	Document Type	Description
1	Fee/PreQual/Technical	.pdf	Technical Bid as per tender document
2	Finance	.xls	Financial Bid

Tender Fee Details, [Total Fee in ₹ * - 0.00]

Tender Fee in ₹	0.00		
Fee Payable To	Nil	Fee Payable At	Nil
Tender Fee Exemption Allowed	No		

EMD Fee Details

EMD Amount in ₹	80,000	EMD Exemption Allowed	Yes
EMD Fee Type	fixed	EMD Percentage	NA
EMD Payable To	NIFT Hyderabad	EMD Payable At	Hyderabad

NATIONAL INSITUTE OF FASHION TECHNOLOGY –HYDERABAD
(Ministry of Textile, Govt. of India)
Opp: Cyber Towers, Hitech City, Madhapur, Hyderabad -500081
Phone No.-040-23110843, Web: www.nift.ac.in/hyderabad/tenders.

Notice Inviting e-Tender for Running Stationary, Printing and Photocopy Services for Students, Office purpose at NIFT Campus, Hyderabad

NIFT/Hyd./Admin./Stationery & Photocopy Shop/6003/2023/2026

Time schedule for tender process:

Date of publication of tender notification on official Website/ CPP Portal	19.02.2026
Download of Tender Document Commence from	19.02.2026
Last Date & Time of submission of e-Tender Document	12.03.2026
Date and Time of the opening of Technical Bids	13.03.2026
Date and Time of the opening of Financial Bids	will be notified to the technically qualified tenderers

Note : 1. Tender conditions may be read properly & accordingly fill the tender alongwith enclosures to be submitted.

Note :2. This tender document contains 24 pages (Total No of pages including Annexure) and bidders are requested to sign on all the pages before uploading.

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1. INTRODUCTION:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 19 Campuses. It provides four years under graduate (UG) program in design and technology, two years post graduate (PG) program in design, fashion management & fashion technology and short duration education program to address the specialized needs of professional and students in the field of fashion. NIFT has its Head Office at New Hyderabad with its Campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Hyderabad, Panchkula, Patna, Raebareli, Shillong, Srinagar and Varanasi.

2. NOTICE INVITING TENDER

a. The NIFT Hyderabad Office invites online tenders under the “**Two Bid System**” for the selection of a **Stationery, Printing and Photocopy Service Provider** for catering to the requirements of NIFT Hyderabad students and office, located at NIFT Campus, Opposite Hi-Tech City, Madhapur, Cyberabad, Hyderabad – 500081,

b. Presently NIFT, Hyderabad is having 900 students and about 100 working employees. The NIFT Hyderabad campus hosts several academic, cultural, and national events throughout the year, Republic Day, Independence Day, Spectrum, Graduation Show, Convocation, Converge, etc and other institutional events,

c. Tenure of Contract: The Stationery, Printing & Photocopy contract is for a period of maximum **(03 Years) Three Years** from the date of award of the contract. NIFT shall be at full liberty to call for fresh tender at the expiry of the present agreement. The decision of the NIFT is final in this regard.

d. In case of unsatisfactory performance or failure to comply with the terms and conditions of the contract, the contract shall be liable to be terminated by the NIFT by serving **Two months prior notice**.

The details of the tender are given below: -

a. Closing date & time for submission of online bids: **12.03.2026**.

b. Date & time of opening of Bid:

i. Technical bid: : **13.03.2026**.

ii. Financial bid: The financial bid of technically qualified bidders only will be opened and evaluated.

iii. Bid validity up to: 180 days from the last date of submission of bid.

e-TENDER NOTICE

NIFT Hyderabad invites online tender under two bid systems for “Running Stationary, Printing and Photocopy, at NIFT Hyderabad campus” from eligible reputed Firms / Agencies having at least 03 (three) years of work experience in executing similar kind of services/ jobs in Central / State Govt. Departments /PSUs / MNCs Reputed Academic Institutes / Organisations.

The interested agency should submit their tender on Central Public Procurement (CPP) Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)). Tender document is also available for viewing on the NIFT website at <http://www.nift.ac.in/hyderabad/tenders>.

Applications to this tender will be accepted only through the online mode through the Central Public Procurement (CPP) Portal ([URL: http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) (Hardcopies of bids will not be accepted).

Complete set of Bidding Document may be downloaded from CPP Portal ([URL:http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app)) and from NIFT website ([URL: https://nift.ac.in/hyderabad](https://nift.ac.in/hyderabad)). Corrigendum addendum and other Correspondence, if any, shall be published only on the aforesaid website and separate communication in this regard will not be sent for the same to any individual.

Eligibility Criteria :-

- a. Bidders should have valid license with minimum 03 years of experience & professionally competent service in any Educational Institute or Repute/Government/Semi. Govt./Public Sector Undertaking/ Autonomous Body/Reputed Corporate is eligible to apply.
- b. **The minimum annual gross turnover (in running of stationery, Photocopy Shop Services) for past three consecutive each financial year i.e. 2022-23, 2023-24 & 2024-25 should not be less than Rupees Twenty Lakhs (Rs.20 Lakhs), and IT returns.**

Earnest Money Deposit (E.M.D.)

- a) The Bidder/Agency should to deposit an interest free amount of **Rs.80,000/- (Rupees Eighty Thousand only)** towards Earnest Money Deposit (EMD) along with the Technical bid in the form of DD/RTGS/NEFT. The Demand Draft in favour of “NIFT, Hyderabad payable at Hyderabad”. The RTGS/NEFT details are as follows:

In favour of NIFT- Hyderabad

Bank Name: Union Bank of India

Account No. 527602050000108

IFSC Code. UBIN0552763

Branch- Jubilee Hills, Hyderabad. TELANGANA

- b) The EMD & Turnover for NSIC/MSME and Startups are exempted. Valid copy of Certificate is to be attached, failing which the agency cannot be considered .
- c) EMD is liable to be forfeited in case the bidder withdraws his/her tender after opening of the tender
- d) The EMD of unsuccessful Bidders shall be refunded within a reasonable time after finalization of the contract.
- e) Bids without EMD / valid exemption certificate shall be **DISQUALIFIED**

- f) No tender will be allowed to withdraw after submission of the tenders within the bid validity period otherwise the EMD submitted by the tendering agency would stand forfeited. In case the successful Bidder declines the offer of contract, for whatsoever reason(s), his EMD will be forfeited.

Performance Security:

- a. The successful Bidder (including valid NSIC / MSME Certificate holders) must submit the full amount of Performance Security of **Rs.1,00,000/-** on annual contract value in the form of Demand Draft or valid Bank Guarantee in favour of NIFT, Hyderabad payable at Hyderabad within 07 days on receiving awarding letter. The Performance Security will be refunded to the service provider on the termination / completion of the contract without any interest. In case of breach of any terms and conditions, the Performance Security of service provider will be forfeited by the NIFT besides annulment of the contract.
- b. **Interest on Performance Deposit:** No interest shall be paid on such security deposit, which shall remain with the Institute during the contract period and it shall be released only after the expiry / termination of the contract, subject to clearance of all dues by the Contractor.
- c. **Forfeiture of the Performance Deposit:** The whole amount of the security deposit shall be liable to be forfeited in case of breach of any of the terms agreed upon by the Contractor. The whole amount of the security deposit shall be liable for forfeiture in the event of the Contractor not being able to continue the contract for the entire duration of the contract on the same rates, terms and conditions and chooses the option to give 2/3 month notice in writing to the Institute for termination of the contract.

Termination of Contract:

In case of unsatisfactory performance or failure to comply with the terms and conditions of the contract, the contract shall be liable to be terminated by the NIFT by serving **Two months prior notice**.

- a. In case the Contractor fails in fulfilling the obligations fully and in time, NIFT shall have the absolute right to take up the work at the Contractor's cost and risk and recover any and all such expenses from the amounts due to the Contractor including Performance Security. The Institute shall have right to impose penalty commensurate with the fault and amount towards damages if any, shall be recovered from the bill and/or Performance Security.
- b. In case of default, service provider who violates the terms of the contract and contract will be terminated, further considered for blacklisting by the Institute.
- c. If the agency is not able to continue the service and is willing to withdraw / cancel the contract, a notice period of two (02) months must be given to the NIFT Management for the withdrawal to be considered a valid justification

Terms & Conditions:

1. Please read the terms & conditions carefully before filling up the document. Incomplete tender documents will be rejected.
2. Conditional or offline tender will not be accepted.
3. The agency as to make (as per enclosed Annexure-D &E) by making his own investment stock and sell all items relating to stationery as per the requirement of NIFT authorities as specified by the Student time to time .
4. The Contractor should ensure that the items listed as per Annexure- B, D & E shall be available at the Stationery Shop,
5. Upgrade the service as per the technological developments taking place in the areas of computer hardware, Photocopying, binding, etc.
6. To provide access to the committee constituted by NIFT centre for monitoring the quality, specification and rates and act as per the advice and instructions of the said committee / management of NIFT.
7. To display rates of all items and photocopy charges in the shop. The contractor shall be responsible to ensure the conduct and behavior of the persons employed by them for running the shop.
8. The monthly bills towards supply of Running Stationary, Printing and Photocopy, items, for Office use (as per Annexure- B, D & E) shall be supported by authorization. The payment of the bills will be settled within a month on submission on of authorization the bills. TDS/ Other taxes will be deducted as per Income Tax Rules inforce from time to time.
9. The Contractor is required to obtain all local licenses for running the Stationery, Printing and photocopy shop as per the requirement.
10. The Contractor shall indemnify NIFT against any liability towards non-compliance of any of the statutory obligations required to be fulfilled while operating such service in the premises of NIFT.
11. The Contractor shall disburse wages to the staff deployed in the stationery shop as per the prevalent minimum wages fixed by the State / Central Govt. of India whichever is higher, besides fulfilling all other statutory obligations of PF, ESI, GST, PT, etc.
12. The B&W and colour Photocopy machine, shall be of reputed brands like Modi, Photocopy, Canon, Godrej etc, having latest configuration and not older than one year.
13. NIFT administration & Students shall have freedom to procure stationery items from open market.
14. NIFT will not be responsible to provide any residential accommodation to personnel deployed by the Contractor.
15. Contractor/Agency should not be black listed by any organization.
16. Even after qualifying in technical bid, the financial bid may not be accepted if found not in order.
17. The tenderer must have at least 3years of experience in the relevant field and execution of similar kind of works in the Govt., PSU, reputed MNCs / organizations.
18. The contract will be awarded on the basis of highest discount on stationery items quoted (H-1).
19. All the rates should be inclusive of all Taxes & Transporation.

20. Minimum average annual turnover during the last 03years, the previous financial year should be at least Rs.20,00,000/- (Rupees Twenty Lakhs Only). In case of eligible, MSME /NSIC/Start-ups are exempted against valid certificate.
21. The bidder can inspect the site on any working hours on any working day with prior appointment.
22. The Contractor must keep the surroundings clean, neat and create a good ambiance in consultation with the NIFT authority.
23. The Contractor shall be responsible for cleaning and removing garbage
24. All statutory obligations under various laws, imposed from time to time will be met by the Contractor for which no extra payment shall be made to him. NIFT will no way be responsible for any default with regard to statutory obligations if any.
25. The quotes should be valid for at least 06months (180 days) from the date of opening of the tender, however, for the successful bidder the rates will be valid till completion of the contract.
26. NIFT is not bound to provide any mode of transport in respect of men or material required for the contract.
27. On termination of the agreement, the service provider will hand over all the equipment/ articles as supplied by NIFT in good working condition back to NIFT..
28. In case of any clarification required relating to this tender, the same can be sought from the following officers/staff on working days of NIFT:
 - a. Mr. Y.Chandrasekhar, Sr.A.D 040-23110630 seniorad.hyderabad@nift.ac.in
 - b. Mr. V.Murali Asst.Admin 040-23110841/2/3 extn 226 admin.hyderabad@nift.ac.in
29. The list of items to be provided must not be altered by the tenderer.
30. The tender is liable to be rejected if complete information is not filled in correctly.
31. NIFT reserves all rights to reject any or all the tenders at any stage without assigning any reason, and is not bound to accept the lowest bid since due weightage shall be given to several factors besides the bid.
32. Tender shall be accompanied by the relevant documents including the following:
33. Exempted EMD/Turnover in case of NSIC/MSME/ Starup with submission of valid certificate.
34. Copy of GST Registration Certificate of the company / firm.
35. Copy of PAN of the Company / firm
36. The Bidder are must sign an all tender document along with seal before uploading the above CPP-portal/ e-Tender.
37. Tenderer/Agency to supply any additional requirement of any product for students/faculty/staff/officers will be fulfilled on prior approval of the competent authority vide prescribed stationery indent from of NIFT, Hyderabad.
38. The Contractor shall keep all the information of NIFT Confidential and shall not divulge/divert the same to any outsider.
39. The Contractor shall remit the monthly maintenance charges with GST and Electricity charges as per actuals shall be paid on or before 7th of every month without fail.
40. The Contractor shall deploy adequate number of staff and the shop shall function from 8.30am to 8.00pm during all working days, except Sundays according to the requirement and convenience of NIFT, while ensuring weekly offs of his / her employees as per the statutory requirements/loss.

41. The Successful Bidder/Contractor will have to enter into a detailed contract agreement with NIFT, Hyderabad on Non-Judicial stamp paper of Rs.100/-.
42. Sub-letting/contracting of the job whole or any part of the contract will not be allowed at any cost.
43. A partner of the firm if it is a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firms. Director or Principal Officer duly authorized by the Board of Directors of the company.
44. In case of partnership firm a copy of the Partnership Agreement or General Power of Attorney, in either case attested by a Notary Public should be furnished or an affidavit on stamp paper duly shown or affirmed by all the partners admitting execution of the partnership agreement or the General Power of Attorney should be furnished. The copy of the certificate of registration of firm should be attached along with the tender papers. In case of partnership firm, where no authority to refer dispute concerning the business of the partnership has been conferred on any partner, the tender and all other related documents must be signed by all the partners of the firm. In case the person signing the tender should be authorized by a resolution attested by the Principal Officer should be attached.
45. GST and applicable taxes, as per prevalent laws, etc., will be deducted at source while making payment of service provider's bills as per Income Tax rules & regulation in force from time to time.
46. Dispute, if any, arising by the Contractor shall be settled by mutual discussion or arbitration by sole Arbitrator to be appointed by the Director, NIFT at Hyderabad as per the provisions of the Arbitration and Conciliation Act, 1996 and the rules framed there under.
47. The service provider considers it necessary to bring his own additional material as being necessary for the smooth running of the Running stationary, Printing and Photocopy, Printing and Photocopy services at NIFT, by the service provider at his own cost and informed to NIFT Authority.
48. The service provider shall ensure that either he himself or his representative is available for proper Administration and Supervision of the works.
49. The service provider shall, keep necessary books of accounts and other documents for the purpose of inspection as may be necessary and shall allow inspection of the same by a duly authorized representative of Govt. and further shall furnish such other information / document.
50. The Contractor/Agency should not be involved in any court case / Labour case and he must submit court clearance certificate from the authorized signatory at the time of participation in the tender otherwise his tender stands cancel.
51. The service provider/Agency shall not bring any external legal/political influence to continue services beyond the contract period or any appointment of staff through agency. NIFT Hyderabad will not be entitled for such cases.

Penalty

52. The selected bidder/Agency shall be required to pay the monthly rental charges (maintenance charges) in advance on or before the 7th day of each month. In the event of delay, a penalty of ₹500/- (Rupees Five Hundred only) per day shall be levied. If the delay in payment exceeds two (02) consecutive months, the Security Deposit shall be forfeited, and the agency shall be liable for termination of the contract and blacklisting.
53. The selected bidder shall mandatorily issue bills/invoices for all purchased items to the purchasers.
54. The Area/Space provided by NIFT Hyderabad is as under

S. No.	Item	Area (in Sft)
1	Stationery Shop	312 Sft

55. Canvassing in connection with tender is strictly prohibited
56. Usage of plastic bags is strictly prohibited and the same shall not be used under any circumstances, whatsoever. Instead, use of Paper bags/plates/cups/etc., (as applicable) are encouraged. Cloth bags may be made available for users (at nominal charges).
57. All Safety standards should be maintained. Fire extinguishers in working condition dry type), sand buckets, should be installed in accessible places. List of emergency number should be displayed in a prominent place. First aid measures should also be available for emergencies.
58. The agency will be finalized (H-1) based discount on MRP.

Arbitration: All disputes arising between the parties shall be referred to and settled through Arbitration conducted in accordance with the provisions of the Arbitration & Conciliation Act, 1996 and the rules framed there under. The Arbitrator shall be appointed as per the provisions of Arbitration and Conciliation Act, 1996.

The arbitrator shall have powers to award only such remedy as is contemplated by this Agreement, including as appropriate, injunctive relief. The place of arbitration shall be Hyderabad only. The language of arbitration shall be English.

Jurisdiction: Notwithstanding any other court or courts having jurisdiction to decide the question(s) forming the subject matter of the reference if the same had been the subject matter of suit, any and all actions and proceedings arising out of or relating to the contract (including any arbitration in terms thereof) shall lie only in the court of competent civil jurisdiction at Hyderabad and only the said courts shall have jurisdiction to entertain and try.

College Vacation Period (June and July)

Maintenance Charges 50%

A 50% reduction on maintenance charges will be applicable during the college vacation months of June and July each year

B) **Electricity Charges:** Payable on actual consumption basis.

**TENDER DOCUMENT FOR RUNNING STATIONERY, PRINTING &
PHOTOCOPY SHOP
TECHNICAL BID (Annexure – A)**

1. Name of Tenderer/Agency: _____
 Address of the Agency: _____
 Contact Person Name: _____
 MobileNos. _____
 E-mail ID: _____

2. Details of EMD **Rs.80,000/- (Rupees Eighty Thousand Only)**: (Exempted for EMD & Turnover in case of NSIC/MSME/ Starup for submission of valid certificate).
 Demand Draft No. & Date _____

Issuing Bank: _____

3. **Details of 03 years of experience in the similar field (attach copies as proof)** in any Central/ State Govt./ Semi. Govt./Public Sector Undertaking/ Autonomous Body/ Private Body/ Reputed Corporates/ Educational Institutes.

Sl. No	Period		Name of the Organization	Details of Stationery services, address along with work orders
	From	To		
Total years of experience :				

4. Annual Income-Tax Returns for the last 03 financial years of (2022-23, 2023-24, 2024-25)

5. Total turnover of **Rs.20 lakhs** each for last 03 years (2022-23, 2023-24, 2024-25)

6. The following Infrastructure available with the Agency :

- i) Photocopy Machines (B/W & Colour) _____ (Yes/No)-
- ii) Computer (with latest Hardware & Software (Yes/No)-
- iii) Laser Printer (B/W & Colour) _____ (Yes/No)-
- iv) All Office, Academic and students stationery : _____ (Yes/No)-
- v) Binding Machine (with all Binding Materials & ID Card Machine) : _____ (Yes/No)
- vi) Any Other Information: _____

7.

S.NO	Details of Bidders /Particulars	Attached (Yes / No)	Page no. From /To
1	Name of the Director /Proprietor/Partners (With Address Telephone Numbers and Email Id		
2	Telephone Numbers /Mobile Numbers and Email id of Contact person		
3	Address for Communication		
4	Self-Attested Shop Reg. No: Year of Establishment :-		
5	Self-Attested PAN Card		
6	Self-attested copy of GST Reg. No.		
7	Submit duly signed undertaking to be enclosed with the tender document		
8	Annual Turnover (Rs.20Lakhs) for last 03 financial years of (2022-23, 2023-24, 2024-25)		
9	Annual Income-Tax Returns for the last 03 financial years of (2022-23, 2023-24, 2024-25)		
10	Self Attested copies of experience certificates for last 03 years		
11	EMD Fee Rs.80,000/- (attached in Technical bid) Exempted for EMD & Turnover in case of NSIC/MSME/ Starup for submission of valid certificate.		
12	Tenderer should not be blacklisted by Central or state Government or any PSU (State/Central) or any other organization.		
13	All the pages of tender documents to be signed with seal		

8. All the supporting documents should be enclosed along with this bid, failing which the bid will not be considered.

Signature of Authorized person of the Firm / Agency with Stamp.

Date:

Place:

UNDERTAKING BY THE Running Stationary,Printing and Photocopy, Printing and Photocopies Service Provider/Contractor

1. I/we Son/Daughter/Wife of Sri. signatory of the service provider, am competent to sign this declaration and execute this tender document.
2. I/we do hereby distinctly and expressly declare and acknowledge that before submission of my/our tender, I/we carefully followed the instructions in the tender notice and have read the conditions, specifications and the relevant clauses of all the labour statutes.
3. I/We have inspected the institute/ premises/hostel blocks and have acquainted ourselves with the tasks, requirements required to be carried out, before making this offer.
4. I/we affirm that all the rates quoted are correct and I am aware that my bid cancelled in case of any variation.
5. I/we will not hereafter make any claim or payment upon the institute based upon or arising out of alleged misunderstandings and misconception on my/our part of the said requirements, agreements, stipulations, restrictions and conditions etc.
6. I/we also declare and undertake that payment of statutory contribution to PF, ESI and GST by way of separate challans in respect of our employees posted at the NIFT, Hyderabad and produce the proof of payment along with monthly bill for processing the payment.
7. The information/documents furnished are true and authentic to the best of my knowledge and belief. I/we, am/ are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
8. I/We am also certifying that I will supply all the material, in accordance with the tender terms & conditions.
9. I/We shall not bring any external legal/political influence to continue beyond the contract period or any appointment of staff through agency. NIFT Hyderabad will not be entitled for such cases.
10. NIFT reserves the right to accept or reject any or all the tenders in part or whole or may cancel the tender at its sole discretion without assigning any reason whatsoever and decision of NIFT to this effect shall final and binding. No further correspondence in this regard will be entertained.
11. I/We have not involved in court cases/ labour office cases with NIFT- Hyderabad and other organizations. If found involved in such cases at any stage of tender process, our tender will be summarily rejected at the same time and NIFT Hyderabad will not be responsible for any writ petition in any court and the whole expenses will borne by the bidder.
12. I/We have not submitted any fake/fabricated certificates and my Agency is not black listed by any organization.
13. In case of H-1 is more than One the decision of NIFT is final and binding the decision bidder/Agency.
14. In case of NSIC /MSME/ Startup certificate and got the H-1 position I /We undertake to submit the full amount of Performance Security within 07 days from the date of awarding in form of demand draft/valid bank guarantee.
15. We hereby sign this undertaking in token of our acceptance of various conditions listed above.
16. I/we enclosed all the relivent documents enclosed in the Tender document.
- 17. In case of awarding the contract, the successful Bidder/Agency awardee has to start their operations w.e.f. 01.04.2026**

I accept all the Terms & Conditions

(Full Signature with Seal of the Service Provider/Contractor/Agency)

ANNEXURE - (Annexure – D)

List of stationery required for Office / Academic / Students

Sl.No.	Items	Particulars
1	Pencil	Pencil Faber castell HB
2		Pencil Faber castell with eraser HB
3		Pencil degree Camel
4		Charcoal pencil Stadler
5		Stadler 8B pencil
6		Glass marking pencil Apsara
7		Degree set Faber castell / Camel
8		Degree pencil Koh-i-noor
9		Pencils (HB, B, 2B, 4B, 6B)
10	Pens & Refills	Diffe Maintenance Charges kinds of Pens & Refills
11	Sketch pens	Sketch pen loose (Faber Castell / Stick / luxur)
12		Sketch pen set 12 nos Faber Castell / Luxur
13		Sketch pen set 30 nos Faber Castell
14		Sketch pen set 12 Stic 12 nos
15	Blow pens	Kores Blow pen set
16	Colour	Stick colour stick 12 Jumbo pens set
17		Luxur Chesiel tip colour pen
18		Bottle 20 ML Poster Colour Camel
19		Set 6 Nos. Poster Colour Camel
20		Set 12 Nos Poster Colour Camel
21		Dry Colours
22		Super White Camlin Poster Paint
23		Camlin Poster Paints (All assorted Colours)
24	Pencil colour	Camlin pencil color 12 shed
25		Camlin pencil color 24 shed
26		Camlin pencil color 36 shed King
27		Faber Castell pencil color 12 shed
28		Faber Castell pencil color 24 shed
29		Faber Castell water solibar 12 shed
30		Faber Castell water solibar 24 shed
31		Faber Castell water solibar 36 shed
32		Faber Castell water solibar 48 shed
33		Staedtler water solibar 24 shed
34		Staedtler water solibar 36 shed
35		Staedtler water solibar 48 shed
36	Watercolour tube	Camel water color tube 18 nos set
37		Camel water color tube 12 nos set
38	Colour palette	Omega 1640
39		Omega 101
40		Omega 103
41		Omega 105
42		Colour Print Out A3 size

43		Black and White Print Out A3 size
44		Black and White Print Out A4 size
45	Watercolour cake	camlin water color cakes
46	Oil pestle	Pestle 12 shed Febarcastell
47		Pestle 24 shed Febarcastell
48		Pestle 25 Camlin
49		Pestle 50 Camlin
50		Cores Gliter pastel
51		Cores Multi colour pestle
52	Pestle	Mongiyo soft pestle 24 no.
53		Mongiyo soft pestle 12 no.
54		Mongiyo soft pestle 48 no.
55		Mongiyo soft pestle Gray colors / camaieu de gris 12 shade
56		Mongiyo soft pestle Charcoal / Assortiment de noirs 12 shade
57		Reeves soft pestle 12 no.
58		Reeves soft pestle 36 no
59		Reeves soft pestle 48 no..
60		Compressed Camlin Soft Pestle Charcoal Sticks
61	Fixtive	Fixtive Artist (Camel)
62	Acrylic Colour	Acrylic Colour (Camel) 12 no. 9 ml
63	Crayons	Crayons
64	Fabric Paint	Pidilite Fabric Paint
65		Pidilite Fabric paint marker
66	Clutch pencil	Febarcastell clutch pencil 0.5 Auto
67		Camlin clutch pencil 0.7
68		Clutch pencil "c" point camlin 0.5
69		Clutch pencil "d" fine camlin
70		Clutch pencil Febarcastell T K Fine
71		Clutch pencil 0.9 Rotring
72		Clutch pencil 0.5 Rotring
73		Clutch pencil Rotring 0.3
74		Clutch pencil stedlar 2mm
75		Faber Casterl 0.5 Staedler Clutch Pencil
76		Faber Castel 0.7 Staedler Clutch Pencil
77	Clip	SDI-19MM Binder Clips
78		SDI-25MM Binder Clips
79		SDI-32MM Binder Clips
80		SDI-41 MM Binder Clips
81	Erasers	Non dust Apsara
82		Non dust Apsara big
83		Non dust Febarcastell
84		Camlin eraser
85		Nouvel Eraser Kneaded Eraser for charcoal
86	Glue stick	Glue stick pidilite (Fevistik) 8' gms
87		Glue stick pidilite (Fevistik) 15' gms
88		Glue stick pidilite (Fevistik) 20' gms
89	Glue	Camel paste 700 ml
90		Fevicol tube 100 gm

91		Fevicol Glue pen 30 gm
92		Fevicol bottle 50 gm
93		Fevicol bottle 15 gm
94		Fevicol Tube 10 gm
95		Fevicol bottle 500 gm
96		Fevibond 40 ml
97		Fevibond 16 ml
98		Fevibond 8 ml
99		Febric glue 10 ml
100		Fevitight 6 gm
101		Feviquick 1gm
102		Feviquick 500 mg
103		Feviquick 3 gm
104		M-seal white
105		M-seal fatafat
106		M-seal 50gm
107		Glass Glue 30 ml Feviquick
108	Thumb pins	Push pins plastic headed Corporate
109		Thumb pins brass headed Corporate (100pcs, Medium size)
110		Thumb pins brass big headed Corporate (100pcs, Medium size)
111		Thumb pins silver headed Corporate (100pcs, Medium size)
112		Thumb pins coloured Corporate (100pcs, Medium size)
113	"U" pins	"U" pins 26 mm Elephant
114		"U" pins 28 mm Elephant
115		"U" pins coloured Corporate
116	Pins	Elephant pins 70 gms
117		Noncorosebal pins 70 gms
118		Palhead pins
119	Inks	Camlin photo color ink set
120		Camlin Water proof ink
121		Camlin Fountain pen ink
122		Luxor Sketchpen ink Black/Blue
123		Stamp pad ink
124		Parker Fountain ink
125		India Ink
126	Cello tape	1/2" cello tape small pidilite
127		Invisible tape 50 mtrs 3 M
128		1" Cello tape Wonder (TranspaMaintenance Charges)
129		2" Cello tape Wonder (TranspaMaintenance Charges)
130		2" brown tape wonder
131		Masking tape
132		1/2" Transparant Wonder Cello Tape
133	DST	6 mm DST wonder
134		9 mm DST wonder
135		1/2" DST wonder
136		12 mm DST wonder
137		1" DST wonder
138	Stapler Pin	Stapler pin Kangaroo 10 no

139		Stapler pin Kangaroo big 45 no.
140	Stapler	Stapler kangaroo no 45
141		Stapler kangaroo 10 no
142	Protector	Omega D Protector
143		Omega D Protector big
144		A/4 Size Sheet Protector
145		A/3 Sheet Protector
146	Magnifying Glass	Magnifier glass 5X
147		Magnifier glass 7X
148	Register	Register cut size 2 quire
149		Register cut size 3 quire
150		Register cut size 4 quire
151		Register cut size 5 quire
152		Register full size 2 quire
153		Register full size 3 quire
154		Register full size 4 quire
155		Register full size 5 quire
156		Navnit full scape note book
157		Simple full scape note book
158	Scissor	Scissor Brass handel 8", 10"
159		Kartini Friskers 8" Black handel
160		Scissor brass handle Bambalio
161		Paper cutting Scissor Bambalio
162	Cutter	Cutter Natraj Small
163		Cutter Small artist
164		Cutter big Artist
165		Cutter big heavy-duty Artist
166		Surgical cutter With blade
167		Surgical blade
168		Cutter normal Dali
169	Marker	Permanent marker Camel / Reynolds (Fine tip)
170		OHP marker FaberCastel
171		Hi-Lighter FaberCastel
172		Hi-Lighter luxr
173		Artline White Board Marker (Camel / Coral)
174		Artline Permanent Marker (Camel / Coral)
175		FaberCastell 12 set Sketch pen
176		FaberCastell OHP Marker
177		Luxor OHP Marker
178	Graph Paper	A/4 Size Graph Paper
179	Leads	0.5 lead febarcastell 2B,HB,H,2H
180		0.5 lead camlin 2B,HB,H,2H, 2B
181		0.5 lead camlinEconomi
182		0.7 lead febarcastell
183		0.7 lead camlin
184		0.3 lead Stedlar
185		2mm lead Kohinoor
186		0.5 Staedtler lead

187		0.7 Staedtler lead
188	Compass	Rotring with Extention bar
189		Maped Eng. Compass
190	Isographic pen	Rotring pen 0.1
191		Rotring pen 0.2
192		Rotring pen 0.3
193		Rotring pen 0.4
194		Rotring pen 0.6
195		linograph pen 0.1
196		linograph pen 0.2
197		linograph pen 0.3
198		linograph pen 0.4
199		linograph pen 0.6
200		Indian pen 0.1
201	Scales	Tracing Wheel Imported, Ordinary Deepak
202		Measuring tap thin butterfly
203		Steel scale 24"
204		Steel scale 12"
205		Steel scale 6"
206		Plastic scale 12" Faber castell
207		Plastic scale 6" Faber castell
208		Plastic scale 12" Deepak
209		Plastic scale 24" Omega
210		Deepak marking parallel 31"
211		Nalanda marking parallel 31"
212		Nalanda adjustable set square 12"
213		Deepak adjustable set square 12"
214		Omega set set square 12"
215		Omega set set square 10"
216		Geometry instrument set
217		Flexi Curve
218		T Square
219	Jackets	Plastic jacket A/4
220		Plastic jacket A/3
221		1/2 Imperial Plastic jacket
222	Papers & Sheets	A/4 size gateway sheet
223		A/3 size gateway sheet
224		A/4 size OHP sheet
225		A/3 size OHP sheet
226		A/4 size colour paper
227		A/4 size colour card paper
228		A/4 size colour imported paper
229		A/3 size colour paper
230		Black card paper
231		Black card thin card paper
232		Black Mounting board
233		Black Textured sheet
234		Black marble sheet

235		Cartridge sheet white full
236		Cartridge sheet white A3
237		Cartridge sheet white A4
238		Cartridge sheet white half imperior
239		Cartridge sheet Yellow A4
240		Cartridge sheet Yellow A3
241		Cartridge sheet Yellow Half
242		Ivory sheet 300
243		Thin Ivory sheet
244		Tracing paper
245		Butter paper
246		Backing paper Duplex
247		Colour Card sheet tinted
248		Handmade sheet
249		White textured sheet
250		Off white textured sheet
251		Colour card textured
252		Tinted Sheet
253		Duplex Sheet
254		Handmade Sheet
255		Poster Sheet
256		Century 100 Micron OHP Sheet
257		Garware 100 Micron OHP Sheet
258		A3 Bond Sheets
259		Newsprint
260		Drawing Sheet
261		Graph sheet / Tracing sheet (Gateway)
262		Ivory Card
263		Model-making sheets
264		Thermacol
265		Origami Paper
266	CD	CD R Frontech
267		CD R Mosear Bear
268		CD R Sony slim case
269		CD R Amtech
270		CD Cover Simple Round
271		CD R With Slim pack Samsung
272		CD R With Slim pack Mozar
273	DVD	DVD Mosear Bear
274		DVD RW Mosear Bear
275	Case	CD Case 20 Cape city
276		CD Case 40 Capacity
277		CD Case with metal box
278		CD Case 80 capacity
279		CD Case 140 capacity
280	Pen drive	1 GB Transcend
281		2 GB Transcend
282		4 GB Transcend

283		8, 16 & 32 GB Transcend
284	Hardware and Other Materials	Brass Sheet 2x1.5 ft. 22 guage per Kg.
285		Aluminum sheet 4x4 inch 14 guage
286		Chil Wood 2X2 , 4X4
287		POP cube 4x4
288		Matinee Needle 2.5 inch
289		Wool (differ Maintenance Charges colours)
290		Copper Plate 1x1
291		Brass Rod 1 feet
292		Copper Rod 1 feet
293		Aluminum Rod 1"x1" 1 feet
294		Copper wire 35 guage
295		Wooden carving set 6 nos.
296		Wooden carving set 12 nos.
297		Wax carving set
298		Hexo Blade
299		Jexo Blade for metal
300		Cubes made from 1 cm square rods (1x1x1 feet)
301		Cubes made from 1 cm square rods (1.5x1.5x1.5 feet)
302		Cubes made from ply-wood (1x1x1 feet)
303		Cubes made from ply-wood (1.5x1.5x1.5 feet)
304		Cones made from sheet metal or ply-wood (1ft base dia x 1ft height)
305		Cones made from sheet metal or ply-wood (1ft base dia x 1.5ft height)
306		Drawing Board
307		Sheet Barrel Container
308		Portfolio Case
309		Glass (or other) cutting board
310	Brush	CAMLIN 66 no Round 000
311		CAMLIN 66 no Round 00
312		0
313		1
314		2
315		3
316		4
317		5
318		6
319		7
320		8
321		9
322		10
323		11
324		12
325		Camlin 67 no Flat 1/4 inch
326		1/2 inch
327		1 inch
328		Captain Brush Flat 1

329		3
330		4
331		5
332		6
333		Camlin brush 51 no set 1,3,5,7 (Captain), set 0,2,4,6
334	File / Folder	Solo Report file folder
335		Simple file plastic (find clear)
336		Strip file folder
337		1/3 size ring binder
338		"L" Folder
339		Kobra file
340	Binding	Spiral binding 100 pages A/4 size
341		Spiral binding 100 pages A/3 size
342		A4 1/2" & 1" Comb Binding
343	Lamination	Lamination A/4 Size
344		Lamination A/3 Size
345		Lamination I Card
346	Photocopy	Colour A/4 size Print out
347		Colour A/3 size Print out
348		A/4 B/W Photocopy
349		A/B B/W Photocopy
350	File	Box File (Standard)
351		Plastic File
352		Clip File
353		Strip File (solo)
354		Plastic File 'L' Folder (filemax)
355	Punching Machine	Kangaroo 480 Punching Machine
356		Kangaroo DP-700 punching Machine
357		Kangaroo 500 punching machine
358	High Lighter	Faber Castell Highlighter
359		Faber Castell Highlighter stick
360	Cover	A/4 size Cloth Cover (Green and Yellow)
361		A/3 Size Cloth Cover (Green and Yellow)
362		A/4 Size Plastic Coated Cloth Cover (Green and Yellow)
363		A/3 Size Plastic Coated Cloth Cover (Green and Yellow)
364	Duster	Plastic Omega Duster
365	Pad	Camel Stamp Pad
366	Pad Ink	Camel Stamp Pad Ink
367	Sharpener	Natraj Sharpener
368		Camel Sharpener
369	Pad	Gala 1 X 4" 40 page Spril Pad
370		Gala 1 X 6" 40 page Spiral Pad
371		Gala 1 X 8" 40 page Spiral Pad
372		Gala 120 page Steno Book
373	Carbon Paper	Kores Carbon Paper (White, Yellow, Black, Red)
374		Camel White, Red, Yellow, Black, Carbon Paper
375	Post It	Post it 3 X 3 Corporate
376		Post it 3 X 4 Corporate

377		Post It flag corporate
378	Tag	Paper Tag (8" red)
379		File Tag (12" Green) & Examination Tags
380	Correction Ink	Camlin 30 ml
381		Kores Erazex correction fluid & Diluter 15ml
382	Paper	Lager Paper Legal Size, Billt 70 GSM
383		A4 size 70 GSM JK/IMAGE
384		A3 Size 70 GSM JK/IMAGE
385		Continue Stationery 80 Column 70 GSM Navnit
386	Pin	Stapler pin Kangaroo 10 No
387		45 stapler pin
388		Pin Corporate 70 gm pkt
389		U- pin Neon 26 MM
390		U- pin Neon 35 MM
391		U- pin coloured Corporate 35 gm pkt.
392		Pal Head Pins Poni 40 pin ring
393		A3 leaf sets
394		POP blocks
395		Wooden pieces (15cm x 4 cm x 2 cm)
396		MDF sheets
397		GI wire
398		GI sheet
399		Brass / copper sheet
400		Hacksaw blades
401		Emery papers
402		Aluminum flat

VARIOUS PROJECT RELATED MATERIALS

S.No	Item	S. No	Item
1	Button Folders (Clear bag)	43	Tweezers
2	Pen	44	Emery Paper (120 Grits size)
3	Pencils	45	Emery Paper (220 Grits size)
4	Scales Metals	46	Applique (Readymade fusible)
5	Paper cutter Big	47	Scissors (Big brass)
6	Scissors Medium	48	Brown sheets
7	Eraser	49	Paper soft fusing
8	Sharpener	50	Hand Needles (Assorted)
9	Compass	51	Foam (8mm thickness sheet)
10	Chaman Lal sheets A4	52	Embroidery threads (Anchor)
11	Spiral band book	53	Silver and golden (Zari threads)
12	Fevistick	54	Sequence and beads (Varieties)
13	Craft paper colours	55	Satin fabric
14	Oil Pastles	56	Graph sheets (A1 Size)
15	Magazines	57	Corbon papers
16	A4 Size Paper rim	58	OHP sheets
17	Plastic buckets (25Ltr Capacity)	59	Sponge pieces
18	Plastic tubs (20Ltrs)	60	Fevicryl fabric colours
19	Turkey Towels	61	Scales Plastics
20	Mugs - 1Ltr	62	Tailors chalk
21	Disposable coffee cups	63	3 ply cord
22	Scissor (Small)	64	Hand Needles
23	Riveting punches	65	Brushes (2 and 5)
24	Hole Punch (Multiple type)	66	Fabric bleached
25	Hammers	67	Satin and Nylon cords
26	Glass sheets (A3 Size)	68	Cotton fabric large width (90")
27	Nylon slabs for reviting	69	Cotton fabric large bleached
28	Nose Pliers (Small)	70	Lining fabric
29	Binding Wire (30 g)	71	Sewing threads
30	Binding Wire (20 g)	72	Laces sequence beads
31	Eye Lets	73	Nada
32	Rope/Yarn for hand bags (Nylon)	74	Scissors (Big brass)
33	Threads (Nylon)	75	Measuring tape
34	Hand Needles	76	French curve
35	Fevicol (200 gm)	77	All pins (Strip)
36	Fevibond (50 gm)	78	All pin box (Magnetic box)
37	Newspaper old	79	Cut dana (Gold, silver & Black)
38	Card board	80	Satin Ribbon (Black and Red) - Large
39	Colour paper	81	Laces
40	Packing colour sheets	82	Sequence Flat & Catori (Black , Red & Gold)
41	White paper (A3 Size)	83	Beads (Black , silver and Red)
42	Ivory sheets	84	
85	Chiman Lal sheets A1 size	131	Bobbin and Bobbin case
86	Hand-made sheets	132	Thread trimmer
87	Foils	133	Hook and Eye
88	Stick on beads	134	Press buttons (Set of 4 pieces)
89	Ribbons of differ Maintenance Charges	135	Skirt Hooks (Set of 4)

	width ¼
90	Ear Hoops
91	Buttons of differ Maintenance Charges types
92	Pebbles, shells, beads, dry leafs ,Gold powder
93	Paints (Emulsion)
94	Melamine
95	Thinner
96	Paint brushes
97	Fabric glue
98	Muslin cloth
99	Tea lights
100	CD (Sony)
101	DVD (Sony)
102	Bulb 25 Watts
103	Bulb 10 Watts
104	Bulb holder
105	2 Core Wire
106	Plug top (2 Pin)
107	Multi plug – Adaptor
108	Extension Chord (5Mtrs)
109	Cello tape
110	Fine yarns (cotton)
111	Metal buckles
112	Metal rings & bangles
113	Wool
114	Elastic cord
115	Cotton Rope(small)
116	Jute rope
117	Brushes
118	Ear Hoops
119	Balloons
120	Grinder
121	A3 paper shearing m/c
122	Toothpicks
123	Kite paper
124	Butter paper
125	Big scissor
126	Gold & silver pens
127	Broom (coconut)
128	Nalkin (black & white)
129	Mangalgi cotton & Kalamkari Fabric
130	Fabric fusing

136	Seam ripper
137	Box for keeping stitching tools
138	Needles (machine)
139	Screws
140	Fabric Pen
141	Stick on bootas
142	Fevicryl (Metalic)
143	Fevicryl (Pearl)
144	Sewing threads
145	Decorative (mix)
146	Twine Thread (big)
147	Fevicol Big(500ml)
148	A3 Chamman Lal Sheets
149	Ribbon 1/2' (satin)
150	Fish line
151	Paint brushes (synthetic) 1/2'
152	Zari & design thread (zari)
153	Glitter Tubes (Glass liners)
154	Single Plier
155	Plastic Bucket
156	Fellows
157	Beds
158	Spiral hand note books
159	Student file boards
160	Crotia & woven lace
161	Poplin
162	Paint brushes
163	Zipppers
164	Power cord 2pin plug
165	Clock Mechanism with hand
166	Bobbin and Bobbin case