



भारत सरकार

भारतीय लेखा तथा लेखा परीक्षा विभाग
प्रधान महालेखाकार का कार्यालय (ले.व.ह.) नागालैंड, कोहिमा-७९७००१
GOVERNMENT OF INDIA

INDIAN AUDIT AND ACCOUNTS DEPARTMENT

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) NAGALAND, KOHIMA-797001

Email:-agaenagaland@cag.gov.in

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Azadi Ka
Amrit Mahotsav

TENDER NOTICE

1. Sealed quotations are invited for supply of Stationary articles from the registered Stockiest / Suppliers for empanelment for the financial year 2024-25.
2. Sample of major articles (A4. Register, note sheet etc.) should be furnished along with tenders.
3. Tenders will be received up to 15-03-2024 on or before 1:00 PM. The tender should be sent in double sealed cover addressed to the Principal Accountant General (A&E) Nagaland, Kohima. The tender will be opened on 18-03-2024 at 11:00 AM and the tenders should be present on the day.
4. The rate should be quoted for delivery at Principal Accountant General (A&E) Office. Kohima The office reserve the right to reject any tender or item without assigning any reason thereof. No conditional tender will be accepted.
5. All supplies must be made to this office within 3(three) days of receipt of a supply order. The list of articles/stationary items may be collected from the office hours deposit at call (D.A.C) for Rs. 500/- in favor of Principal Accountant General (A&E) Nagaland, Kohima duly acceptable be SBI, Lerie branch, Kohima is be submitted along with the tender, Selected tendered, Will have to furnish a security deposit of Rs. 10,000/- in the form of D.A.C valid upto March 2024 in favor of Principal Accountant General (A&E) Nagaland, Kohima which will be refunded on successful completion of the supply orders issued from this office and State Tax Clearance for the year 2024-25. In case the successful tenderer fails to supply the articles, the security deposit shall be liable to be forfeited.

Sd/-

Sr. Accounts Officer (Admn)

Memo No. Admn/A&E/Sta-tender/2021-22/Vol-VI/

Date:- 29/02/2024

Copy to

1. The post Master, Head Post Office, Kohima, Nagaland with a request to display this tender Notice in his Office notice Board.
2. The Deputy Commissioner, Kohima. He is requested to display this Tender Notice in his Office Notice Board
3. The Office Notice Board.
4. IS cell to upload in our official website.

Sr. Accounts Officer (Admn)

[Handwritten signature]
19.02.2024

STATIONERY ITEMS 2024-25

Sl. No	ITEMS	No. of Quantity	Rate
1	A-4 Size Paper	1 Ream	
2	Attendance Register	1 Nos	
3	Alpin	1 pkt	
4	Bulb	1 Nos	
5	Broom	1 Nos	
6	Blank CD	1 Nos	
7	Bucket	1 Nos	
8	Carbon (Blue)	1 Pkt	
9	Carbon (Red)	1 Pkt	
10	Calculator	1 Nos	
11	Candle (Small)	1 Pkts	
12	Colin	1 Nos	
13	Colour Pen (Sketch)	1 Pkts	
14	Cello Tape (Small)	1 Bundle	
15	Cello Tape Brown (Big)	1 Bundle	
16	Cello Tape (Big)	1 Bundle	
17	Chair Cushion	1 Nos	
18	Correction Fluid	1 Nos	
19	CD Mailer	1 Nos	
20	Doormat	1 Nos	
21	Dustbin	1 Nos	
22	Dustbin with lid	1 Nos	
23	Eraser	1 Nos	
24	Extension Cord (Anchor)	1 Nos	
25	Envelope Brown (Big)	1 Bundle	
26	Envelope Brown (Small)	1 Bundle	
27	Envelope Yellow (A4 Size)	1 Bundle	
28	Envelope Yellow (Legal Size)	1 Bundle	
29	Envelope Yellow poly coated (Big)	1 Bundle	
30	Envelope Yellow poly Coated (Small)	1 Bundle	
31	Flag	1 pkts	
32	Glue Stick	1 Box	
33	Guard File	1 Nos	
34	Hand Wash	1 Nos	
35	Harpic	1 Bottle	
36	Highlighter	1Pkt	
37	Knife	1 Nos	
38	Lock with Key (60 mm)	1 Nos	
39	Liquid Hand Soap	1 Bottles	
40	Legal Size Paper	1 Ream	
41	Markin Cloth	1 meter	
42	Marker Parmenent Small	1 Pkt	
43	Marker Parmenent (Big)	1 Pkt	
44	Note Sheet	1 Ream	
45	Odonil	1 Nos	

46	Pencil	1 pkt	
47	Puncher	1 Nos	
48	Paper Cutter (white)	1 Nos	
49	Phenyl	1 Nos	
50	Poker	1 Nos	
51	Pen (Blue)	1 Nos	
52	Pen (Black)	1 Nos	
53	Pen (Red)	1 Nos	
54	Pencil Battery	1 Nos	
55	Remote Battery	1 Nos	
56	Pen Drive 64 GB	1 Nos	
57	Pen Drive 32 GB	1 Nos	
58	Pen Drive 16 GB	1 Nos	
59	Plastic folder Transparent	1 Nos	
60	Register Size No.40	1 Nos	
61	Register Size No.30	1 Nos	
62	Register Size No.24	1 Nos	
63	Register Size No.20	1 Nos	
64	Register Size No.15	1 Nos	
65	Register Size No.10	1 Nos	
66	Register Size No.6	1 Nos	
67	Register Size No.8	1 Nos	
68	Room Freshner	1 Nos	
69	Sutli Rope	1 Roll	
70	Soap	1 Nos	
71	Stapler (No. 10)	1 Nos	
72	Stapler Big 24/6	1 Nos	
73	Stapler Big 26/6	1 Nos	
74	Stapler (No. 24/6-1M)	1 Nos	
75	Stapler Pin (No. 10)	1 pkts	
76	Stapler Pin (No. 24/6-1M)	1 pkts	
77	Stamp Ink	1 Bottle	
78	Stamp Pad	1 Nos	
79	Stock Register	1 Nos	
80	Sealing Wax	1 Pkt	
81	Scissor (Medium)	1 Nos	
82	Scissor (Small)	1 Nos	
83	Slip Pad	1 Nos	
84	Table glass	1 Nos	
85	Toilet paper	1 Roll	
86	Tissue Box	1 Nos	
87	Towel (Big)	1 Nos	
88	Towel (Small)	1 Nos	
89	Tube Light LED	1 Nos	
90	Tag	1 Bundle	
91	Prodot Cartridge 88A	1 Nos	
92	Prodot Cartridge 12A	1 Nos	
93	Prodot Cartridge 28A	1 Nos	

94	Produt Cartridge 110A	1 Nos	
95	Produt Cartridge 30A	1 Nos	
96	Produt Cartridge 78A	1 Nos	
97	Produt Cartridge 92A/93A	1 Nos	
98	Computer Paper 10*12*1	1 Nos	
99	Computer Paper 10*12*2	1 Nos	
100	Computer Paper 10*12*3	1 Nos	
101	Toner 1250S Ricoh Photocopier Machine	1 Nos	
102	Toner 1230D Ricoh Photocopier Machine	1 Nos	
103	Toner 2014S Ricoh Photocopier Machine	1 Nos	
104	Toner 006R01573 Ricoh Photocopier Machine Model WC5024	1 Nos	