



CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

Chitranjali Hills, Thiruvallam, Thiruvananthapuram-27

Phone: 0471-2380910, 912 Fax: 0471- 2380681

No. C-DIT/LT/01/TED-Stationery/2023-24/T470

Date: 01.01.2024

LIMITED TENDER FOR SUPPLY OF STATINERY

Sealed tenders are invited for the supply of stationery **at TED C-DIT City Office behind SMSM Institute statue Thiruvananthapuram.** The envelopes containing the tender should bear the superscription **“supply of stationery”** and should be addressed to The Registrar, Centre for Development of Imaging Technology (C-DIT), Chithranjali Hills, Thiruvallam, Thiruvananthapuram 695027. Intending tenderers may submit the tenders on their own papers by post/hand. Last date for receipt of tenders is **05.01.2024, 3.00 PM.** The tenders will be opened at 3.30 PM on 05.01.2024 in C-DIT office in the presence of the tenderers or their authorized representatives who may be present at that time.

Thiruvananthapuram

01.01.2024

Sd/

REGISTRAR

Note: Offers/quotations can also be sent to via return mail to procurement@cdit.org

SPECIFICATIONS

Sl No	Item	Description	Required quantity
1	Legal size White Paper	Size - Legal - 70 GSM - Company Packet	60 pkts
2	A4 Size White Paper	Size - A4, 75 GSM, Company Packet	5 pkts
3	Packing Brown Paper	Big (mysore)	200 Nos
4	Packing Tape Brown	Size- 2 Inch, Good Quality Brown Tape	1 box
5	Brown Cover- Size- A3	Size A3- 48 kg Mysore Craft Cover	500 Nos
6	Brown Cover Size A 4	Size A4 (Good Quality)	200 Nos
7	Cloth Cover- Size- A3	Size A3 (Good Quality)	200 Nos

TERMS & CONDITIONS

1. Supply: within 10days at , C-DIT City Office, Behind SMSM Institue, Statue Thiruvananthapuram. Contact person : Smt . Resmi Chandran HoD, TET Mob:9746070178.
2. Price : Inclusive of taxes and delivery at the site.
3. Statutory taxes to be deducted at source, if any, will be deducted from the payment due
4. Payment Terms: 100% payment against successful supply and against submission of invoice.
5. The item supplied must be in original packing.
6. **The last date for submission of tender 05.01.2024 3.00 PM.**
7. **The tender will be opened on the same day at 3.30 PM**
8. *If the bidder has any doubt on above specifications, please contact Smt . Resmi Chandran HoD, TET Mob:9746070178.*
9. ***Our GSTIN is 32AAATC1823F1ZF***

Sd/
REGISTRAR, C-DIT
Dated 01.01.2024