

Office of the Assistant Secretary,
Electricity Department,
Thrissur Corporation, Thrissur.
Date : 03.07.2023

E5- 2161/20

**THRISSUR CORPORATION – ELECTRICITY DEPARTMENT
TENDER NOTICE**

Sealed super scribed Tenders are invited for the supply of Different types of office stationery for the use of Electricity Department, Thrissur Corporation, so as to reach the undersigned on or before 2 PM on ~~01.08.2023~~ **01.08.2023** (including Postal). The Tender form will be available up to 12PM on ~~31.07.2023~~ **31.07.2023** The Tender will be opened at 3 PM on the day in the presence of available Quotations. If this day happens to be a holiday, the next working day will be operative for the same purpose. The cover containing the Tender should be super scribed as **“Tender for the supply of Office Stationery”**.

EMD – 1800 , Cost of Tender Form – 400 + 48 (GST)

For Details : Please visit WWW.tced.in

Sl.No.	Particulars	Nos/Qty	Sl.No.	Particulars	Nos/Qty
1	Stapler Big	10 Nos	8	Scissors	5 Nos
2	Whitner	15 Nos	9	Glue Stick (Fevicol)	20 Nos
3	Stamp Pad	20 Nos	10	White Paper Ordinary	5 Pkt
4	Paper Tag (Ordinary) (1 Bundle – 50 Nos)	200 Bundle	11	Pen (Black/Blue)	10 Pkt
5	Envelope Cloth(Big) 15x11	100 Nos	12	File Pouches	25 Nos
6	A4 Paper (80 GSM)TNPL	500 Box	13	Stick Files	25 Nos
7	A4 Paper (80GSM) TNPL	5 Box			

Samples must be produced along with the Tender. Make name/Brand Name Guarantee / Warranty period and terms and conditions, if any, in this regard must be clearly mentioned in the Quotation. The rate quoted should have minimum three months validity period and it should be inclusive of all taxes and other expenses. The materials should be delivered at our stores. Quotation without remitting the cost of tender form and EMD will not be considered. The EMD can be paid by cash, FDR or DD drawn in favour of Assistant Secretary, Electricity Department, Thrissur Corporation. The undersigned reserves the right to accept or reject the tender without assigning any reason. The successful tenderer should remit 5 % Security Deposit including Earnest Money Deposit. Further details can be had from the office during working hours.

ASSISTANT SECRETARY

To



Copy to : Notice Board
Manufacturers and Dealers