



राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर

NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR

(An Institute of National Importance)

Under Ministry of Education, Govt. of India



File No: NITRR/S&P/RC-CH/2025/768

Dated:18/08/2025

Amendment

Sub:- Regarding amendment of annual rate contract for the supply of stationery items.

Ref:- Tender Enquiry No: NITRR/S&P/RC/2025/568 Date: 16/07/2025

As per above mentioned subject, amendment of annual rate contract for the supply of stationery items tender forms mentions below point and Annexure wise.

S.No.	Mention in tender forms	Amendment
1	Point No. 1 invited by NITR from reputed printers through Offline and The Bids are to be submitted physically addressing to Registrar, NIT Raipur-492010, C.G. by the bidding firms.	Corrected word point no. 1. Invited By NITRR from reputed venders through Offline and The Bids are to be submitted through Speed Post or By Hand addressing to O/o Store and Purchase Section, National Institute of Technology Raipur – 492010 (C.G.) by the bidding firms.
1	Point No. 2 NITR reserves the right to reject any or all the bids without assigning any reasons thereof. If the printed copies are not delivered in time penalty will be imposed as per ANNEXURE-III.	Corrected word point no. 2. NITRR reserves the right to reject any or all the bids without assigning any reasons thereof. If the items are not delivered in time penalty will be imposed as per ANNEXURE-III.
2	Point no. 4 Responsibilities of the printer for executing the Contract. Point no. 4 (ii) The Printer shall print, bind and deliver the work in clear and legible type, form and style and with other fit and proper materials in good and workman-like manner, and by the process specified, and where a sample is supplied, in accordance therewith. If execution of the job is not in accordance with specifications and/or terms and conditions, inter alia, the materials supplied are liable to be rejected without any compensation and/or any penalty including forfeiting the security deposit and/or black listing of the printer and/or any	Corrected word point no. 4. Responsibilities of the supplier for executing the Contract. Corrected word point no. 4. (ii) The Supplier shall supply proper materials in good in accordance there with. If execution of the supply is not in accordance with specifications and/or terms and conditions, inter alia, the materials supplied are liable to be rejected without any compensation and/or any penalty including forfeiting the security deposit and/or black listing of the supplier and/or any other penalty as deemed fit by the competent authority of NITRR in this regard shall be ordered supply on the stationery items.

	other penalty as deemed fit by the competent authority of NITRR in this regard shall be final and binding on the stationery items.	
3	Point no. 6 with regard to any work in hand and shall also	Corrected word point no. 6. with regard to any Purchase Order shall also
4	Point no. 7 The supplier at his/her own cost will arrange all the equipment, materials and other things/service etc. necessary for supplies, inter-alia. NITRR will provide only list of items.	Corrected point no. 6. The supplier at his/her own cost will arrange all the equipment, materials necessary for supplies, inter-alia. NITRR will provide only list of items.
5	Point no. 11 The Bid Security of the unsuccessful bidders will be returned within 40 days after the award of contract and for successful bidders, the bid security will be converted to Security Deposit (SD).	Corrected point no. 11. The Earnest Money Deposit (Refundable) of Rs. 50,000/- (Rupees Fifty Thousand Only) shall be deposited in the shape of Banker's Cheque/Demand Draft in favor of Director, NIT Raipur payable at "Raipur" from any Scheduled Commercial Bank except Co-operative and Gramin bank and EMD attach with technical Bid and the unsuccessful bidders will be returned within 40 days after the award of contract and for successful bidders, the bid security will be converted to Security Deposit (SD).
6	Point no. 12 beyond printer's control and/or if the quality of paper/cards etc. used and quality of printing etc. is not as	Corrected word point no. 12. beyond supplier control and/or if the quality of supplied items is not as
7	Point no. 13 his decisions shall be final and binding on the supplier.	Corrected word point no. 13. his decisions shall be final on the supplier.
8	Point no. 18 may become due from the printer from the security	Corrected word point no. 18. may become due from the supplier from the security
9	Annexure -I Item Description list	Annexure -I Corrected Item Description list enclosed
10	Annexure -II Sl. No. 8 Whether the Firm has deposited EMD or not. If Yes then DD/Pay order number (A copy of DD/Pay Order must be uploaded). Sl. No. 9 A detail of the Printing contract with inistries/Departments/Organizations /PSUs etc. in which the firm is engaged in providing service for at least 3 years. Copies of work orders must beenclosed	Annexure -II Corrected word Annexure -II Sl. No. 8 Have you submitted the DD for EMD of Rs. 50,000/- with technical bid Corrected word Annexure -II Sl. No. 9 A detail of the stationary contract with miniseries/Departments/ Organizations/PSUs etc. in which the firm is engaged in supply items for at least 3 years. Copies of purchase orders must be enclosed

	Sl. No. 10 Whether proof/ copies of work order on items at Sl. No. 9 enclosed or not (Yes/No).	Corrected word Annexure -II Sl. No. 10 Whether proof/ copies of purchase order on items at Sl. No. 9 enclosed or not (Yes/No).
--	--	---

As per amendment order last date of submission of bid extended till the dated 29.08.2025 time 03:00 PM.

**Sd/-
Registrar
National Institute of Technology
Raipur C.G.**

ANNEXURE I

BOQ (Bill of Quantity)/PRICE BID/QUOTED PRICE FORMAT [should only be enclosed in cover/envelope -II (Price-bid cover), not to be enclosed with the technical bid]

Tender Inviting Authority: REGISTRAR, NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR- 492010				
Name of Work: Rate Contract of Stationery Items at NIT Raipur				
Tender Notice No:				
Name of the Bidder/ Bidding Firm / Company :				
PRICE SCHEDULE (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY) (This BOQ template must not be modified / replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)				
NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Basic rate in figures to be entered by the bidder in Rs. p	Total amount without taxes in Rs. p	Total amount in words
A	B	C	D	E
1	Box File			INR Zero Only
2	Ball pen Red Minimum 10 MRP.			INR Zero Only
3	Ball Pen Blue Minimum 10 MRP.			INR Zero Only
4	Ball pen Black Minimum 10 MRP.			INR Zero Only
5	Ball pen Green Minimum 10 MRP.			INR Zero Only
6	Gel Pen Blue Minimum 60 MRP. And Waterproof			INR Zero Only
7	Gel Pen Black Minimum 60 MRP. And Waterproof			INR Zero Only
8	Gel Pen Red Minimum 60 MRP. And Waterproof			INR Zero Only
9	Gel Pen violet Minimum 60 MRP. And Waterproof			INR Zero Only
10	Gel Pen green Minimum 60 MRP. And Waterproof			INR Zero Only
11	Sketch Pen Set			INR Zero Only
12	Tag Bandle size 8 inch			INR Zero Only
13	Register 100 Page			INR Zero Only
14	Register 200Page			INR Zero Only
15	Register 300 page			INR Zero Only
16	Register 400 page			INR Zero Only
17	Cloth Bond Register 200 Page			INR Zero Only

18	Cloth Bond Register 300 Page			INR Zero Only
19	Cloth Bond Register 400 Page			INR Zero Only
20	Cloth Bond Register 500 Page			INR Zero Only
21	Tape 1 inch 50 Mtr.			INR Zero Only
22	Tape 2 inch 50 Mtr.			INR Zero Only
23	Tape 2 inch color 50 Mtr.			INR Zero Only
24	Brown Tape 2 inch 50 Mtr.			INR Zero Only
25	Paper A4 75 GSM			INR Zero Only
26	Paper Legal 80 GSM			INR Zero Only
27	Paper A3 75 GSM			INR Zero Only
28	Graph Paper Pad			INR Zero Only
29	Semi Graph Paper Pad			INR Zero Only
30	Bond Paper 90 GSM 500 Sheet			INR Zero Only
31	Green Legal Paper 130 GSM 20 sheet			INR Zero Only
32	Green Ledger Paper 130 GSM 20 sheet			INR Zero Only
33	Glossy paper A4 130 GSM 20 sheet			INR Zero Only
34	FS Paper 75 GSM 500 Sheet			INR Zero Only
35	A4 Label Sheet -1,2,4,8,12, 24, 27, 32, 48, 64 and As per Requirement			INR Zero Only
36	Rubber Band 200 Gram			INR Zero Only
37	Glass Cleaner 500 ml			INR Zero Only
38	Room Fresner 200 ml			INR Zero Only
39	Stapler 10 No.			INR Zero Only
40	Stapler 45 No.			INR Zero Only
41	Stapler Jumbo (2317)			INR Zero Only
42	Stapler Jumbo (2317) pin			INR Zero Only
43	Stapler Pin No. 10			INR Zero Only
44	Stapler Pin No. 24/6 pkt			INR Zero Only
45	Stapler Pin No. 45			INR Zero Only

46	Stapler Pin Remover			INR Zero Only
47	Gum tube 100g			INR Zero Only
48	Office File Cover Printed (as per on sample)			INR Zero Only
49	Printed Envelope 9x4 80 GSM			INR Zero Only
50	Envelope Plain 9x4 80 GSM			INR Zero Only
51	Printed Envelope 11x5 80 GSM			INR Zero Only
52	Printed Envelope 11x5 80 GSM			INR Zero Only
53	Envelope Plain 11x5 80 GSM			INR Zero Only
54	Envelope 10x14 lamination 80 GSM			INR Zero Only
55	Envelope 16x12 Lamination			INR Zero Only
56	Envelope Lamination Cream Color 10X14 80 GSM			INR Zero Only
57	Envelop 10X14 inch			INR Zero Only
58	Envelop 6x12 inch			INR Zero Only
59	Cloth Envelop 10X12 inch			INR Zero Only
60	Cloth Envelop 36X28			INR Zero Only
61	Cloth Envelop A3 16X12 inch			INR Zero Only
62	Note sheet A4 page color Paper 80 GSM			INR Zero Only
63	Attendance Register 200 Page paper 70 GSM			INR Zero Only
64	Student Attendance Register printed as per our sample size 8.5X13.5 inch 20 sheet 80GSM			INR Zero Only
65	Glue Stick (10g)			INR Zero Only
66	CD Marker Pen			INR Zero Only
67	CD Marker Pen black			INR Zero Only
68	CD Marker Pen green			INR Zero Only
69	White Board Marker			INR Zero Only
70	Permanent Marker			INR Zero Only
71	Page Marker (Three color) 50 sheet			INR Zero Only
72	Punching Machine Singel Hole			INR Zero Only

73	Punching Machine Double Hole DP-52			INR Zero Only
74	File Pad Corner cloths 32 Onse			INR Zero Only
75	Kobra Clip File 450 GSM			INR Zero Only
76	whitener pen 7 ml			INR Zero Only
77	Basta Cotton size 1X1 Mtr. Two Coated			INR Zero Only
78	Hand Wash with Pump			INR Zero Only
79	Water bottle Steel (Single wall) 750ml			INR Zero Only
80	Pencil pkt			INR Zero Only
81	Spiral Sheet A4 (Top & Bottom)			INR Zero Only
82	Wiro 50 sheet			INR Zero Only
83	Wiro 100 sheet			INR Zero Only
84	Steel Scale 12			INR Zero Only
85	U-Pin Big Size			INR Zero Only
86	U-Pin Plastic coated			INR Zero Only
87	Pin Kushan			INR Zero Only
88	Dak Pad For Folder			INR Zero Only
89	Paper Cutter size 12mm			INR Zero Only
90	Note pad Small size 14.8X21 cm 40page			INR Zero Only
91	Note pad 20 Page			INR Zero Only
92	Note pad 10 Page			INR Zero Only
93	Lock 6 Level 50mm Steel			INR Zero Only
94	Lock 7 Level 65mm steel			INR Zero Only
95	Lock Small			INR Zero Only
96	File Trey Plastic 12X16 inch			INR Zero Only
97	Pen Stand 4 Socket			INR Zero Only
98	Pen Stand 2 Socket			INR Zero Only
99	Highlighter			INR Zero Only
100	Highlighter Multicolor			INR Zero Only

101	Tape dispenser 1"			INR Zero Only
102	Sharpener			INR Zero Only
103	Calculator 12 digit 120 step check and 1 year warranty			INR Zero Only
104	Eraser pkt			INR Zero Only
105	Stick File A4 150 micron			INR Zero Only
106	PVC L Folder A4			INR Zero Only
107	Sutli kg			INR Zero Only
108	Water Dump Pad			INR Zero Only
109	Stamp pad Red (Small)			INR Zero Only
110	Stamp pad Small (Blue)			INR Zero Only
111	Stamp pad Big (Blue)			INR Zero Only
112	Stamp pad Ink (Blue)			INR Zero Only
113	Plastic Scale 12 inch			INR Zero Only
114	All out Machine			INR Zero Only
115	All out with Refile			INR Zero Only
116	All out Refile			INR Zero Only
117	Notice Board pin pkt			INR Zero Only
118	Pencil Cell AA			INR Zero Only
119	Pencil Cell AAA			INR Zero Only
120	T-Pin 50 GM.			INR Zero Only
121	Poker steel with Plastic Handle			INR Zero Only
122	Paper Weight Round			INR Zero Only
123	Scissors size 7"			INR Zero Only
124	Drawing sheet size 22X28 inch 150 GSM			INR Zero Only
125	Binder Clip 19mm			INR Zero Only
126	Binder Clip 25mm			INR Zero Only
127	Binder Clip 41mm			INR Zero Only
128	Binder Clip 51mm			INR Zero Only

129	Binder Clip 32mm			INR Zero Only
130	Chalk White & Color			INR Zero Only
131	Spring Ring			INR Zero Only
132	Dustbin (small & steel) size 14" Open			INR Zero Only
133	Re-Stick Notes size 3"X3"-100 sheet			INR Zero Only
134	Doormat (1.5 X 2) soft grass Plastic			INR Zero Only
135	Doormat jute (2 X 4)			INR Zero Only
136	Rat mate 8X10			INR Zero Only
137	Mouse Pad			INR Zero Only
138	Call Bell manual remote with electric			INR Zero Only
139	Table Name plate holder 9" Triangular			INR Zero Only
140	Electric Ketli (1ltr.) wild mouth make in India			INR Zero Only
141	Drinking Glass set 290ml			INR Zero Only
142	Tea Cup set Bone chaina 100ml			INR Zero Only
143	emergency light 36 LED			INR Zero Only
144	Tishu paper 2ply 100 pools			INR Zero Only
145	Dusters white board and chalk			INR Zero Only
146	Stamp Pad Black & Blue size 108mm X 65mm & 155mm X 95mm Plastic Body			INR Zero Only
147	Stamp Pad ink Black 60ml			INR Zero Only
148	Stamp Pad ink Red 60ml			INR Zero Only
149	Dak Book 100 Page			INR Zero Only
150	Received Register 200 page			INR Zero Only
151	Dispatch Register 200 page			INR Zero Only
152	Tape Dispenser 2"			INR Zero Only
153	Punching Machine DP-600			INR Zero Only
154	Bell Cell 23A-12v			INR Zero Only
155	Plastic file (Butten) thickness- Micro			INR Zero Only
156	Towel Size 36X72 turkis towel			INR Zero Only

157	Napkin Size 16X24 turkis			INR Zero Only
158	Brown sheet 80 gsm full size			INR Zero Only
159	Stamp Pad Green Big size 108mm X 65mm & 155mm X 95mm Plastic Body			INR Zero Only
160	Stamp pad ink Green 60ml			INR Zero Only