

Government of India
Ministry of Earth Sciences
India Meteorological Department
O/O the Dy. Director General of Meteorology
Regional Meteorological Centre
4, Duel Avenue, Alipore
Kolkata-700027

GS(MB)S-116(VIII)/46

Dated : 24/2/2010

Sub :- QUOTATION

Sir,

It is requested to quote your rate per unit with all taxes towards supply of store / stationery articles in this office in a sealed cover superscribed with "Quotation for supply of store / stationeries" against this office letter no. addressed to Dy. Director General of Meteorology, Regional Meteorological Centre, 4-Duel Avenue, Alipore, Kolkata by 19.03.2010 positively as per list enclosed herewith.

Payment will be made on pre-receipted bill basis.

This office has got the right to accept or reject any quotation without assigning any reason.

Encl. : The list of items.

Yours faithfully,

(D. K. SENGUPTA)
Assistant Meteorologist Gr.II
For Dy. Director General of Meteorology
Regional Meteorological Centre,
Alipore, Kolkata

| Sl. no. | Name of Articles | Quantity | Specification |
|---------|------------------------------------|------------|--|
| 1. | Candle (6 pcs / pkt) | 20 pkts. | [Big size] Finest Motor Cycle Brand |
| 2. | Dettol Liquid (30 ML) | 03 Btls. | |
| 3. | Duster (2' X 2') | 300 Nos. | [Good Quality] |
| 4. | Glass tumbler (Year) | 250 nos. | [For drinking water] |
| 5. | Machine oil [Singer] | 8 btls | (100 ml) |
| 6. | Punching machine (Kangaroo) | 10 nos. | 1 hole 4.5 mm |
| 7. | Stapler machine (Big) (Kangaroo) | 20 nos. | HP-45 |
| 8. | Stapler machine (Small) (Kangaroo) | 10 nos. | |
| 9. | Stapler pin | 150 pkts. | Libra make 24/6 - 1M (Copper metal) (1000 pcs / Box) |
| 10. | Stapler pin (Small) (Kangaroo) | 20 pkts | Libra make 24/6 - 1M (Copper metal) (1000 pcs / Box) |
| 11. | Swab cloth (Size - 2' X 2') | 50 nos. | |
| 12. | Vim powder | 50 nos. | [1/2 kg pkt] |
| 13. | Water Jug (2 litres) | 12 nos. | [Transparent fibre & good quality] |
| 14. | Alpin [] | 50 pkts | 100 GMS, 80 gm/Box |
| 15. | Correcting fluid [] | 70 nos. | Kores, Eraz-ex 15 ml each |
| 16. | Plastic Clip Board | 30 nos. | Gripex student clip board |
| 17. | Dot pen for staffs | 200 nos. | [Brand : Linc Miracle] |
| 18. | Dot pen for Officer | 50 nos. | [Brand - Reynolds Jetter Metallica FX] |
| 19. | Eraser | 50 nos. | Apsara non-dust |
| 20. | Jems clip | 50 nos. | [Nos. 26 mm Plastic coated Novea made 100 clips/Box] |
| 21. | Paper weight | 50 nos. | [Small round shape] |
| 22. | Scissors (Medium) for office use | 15 nos. | [Steel made 160 mm, 6.3 inch] |
| 23. | 1' plastic scale | 20 nos. | Zorex 30 mm non commercial Art No.103] |
| 24. | Tag (nos. 100 pcs / bld] | 10 bundles | |
| 25. | Sharper | 50 nos. | [Natraj make] |
| 26. | Magnetic pin cushion | 30 nos. | [Zorex make] |
| 27. | Refill Blue [] | 500 nos. | [Linc 1600] |
| 28. | Refill Red [] | 200 nos. | [Linc 1600] |
| 30. | Tube light (4') | 50 nos. | Brand Philips |
| 31. | Tube light (2') | 25 nos. | Brand Philips |
| 32. | Telefax Roll (30 mtrs) | 50 nos. | |
| 33. | Gunny cloth | 100 mtrs | [Width - 1mtr] Good quality for packing of Regd. Parcel] with sample |
| 34. | Marking cloth (Making purpose) | 30 mtr. | [1 Mtr. width & good quality] |
| 35. | Lux soap (75 gm) (Peach & Cream) | 200 | [Sample] |
| 36. | Life Buoy (Total) | 100 | |