

ANNEXURE - PQC

	Material: Stationary Items		
Sl.No	PRE QUALIFICATION CRITERIA ---Points	Vendor to confirm	Vendor responds
01	All the Venders should confirm supply as per the enquiry specification. (Offers not conforming to the enquiry specifications will be summarily disqualified & rejected)	ACCEPTED / NOT ACCEPTED	
02	Delivery Schedule for all items : 100% quantity shall be supplied within 45 days from the PO date.	ACCEPTED / NOT ACCEPTED	

NOTE:

Offers meeting the above prequalification criteria points only will be evaluated further. Otherwise it will summarily be rejected.

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STATIONERY TECHNICAL SPECIFICATION	
Sl.No	MATERIAL DESCRIPTION
1	ERASER - SANDOW SUPPLY OF GOOD QUALITY ERASER Number Of Eraser Per Pack (Nos): 10 Additional Spec: Regular Size(LxWxH) (Mm): 33mmx17mmx10mm AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY..
2	Permanent Marker-Black Colour Type of ink:Alcohol based Ink Colour:Black The shape of the marker /Pen tip:Bullet shape/CHISEL Line Width:3.5 mm MARKER /Pen body made of:Plastic Writing Tip made up of:Hard acrylic Tip AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY.
3	Permanent Marker-BLUE Colour. Type of ink:Alcohol based Ink Colour:Blue The shape of the marker /Pen tip:Bullet shape/CHISEL Line Width:3.5 mm MARKER /Pen body made of:Plastic Writing Tip made up of:Hard acrylic Tip AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY.
4	Permanent marker -GREEN Type of ink:Alcohol based Ink Colour:GREEN The shape of the marker /Pen tip:Bullet shape/CHISEL Line Width:3.5 mm MARKER /Pen body made of:Plastic Writing Tip made up of:Hard acrylic Tip AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY.
5	Marker Pen - Blue(board) BLUE Alcohol-based ink Dry Erase Markers for White board AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
6	Marker Pen - Black(board) Black Alcohol-based ink Dry Erase Markers for White board AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
7	Marker Pen - Red(Board) RED Alcohol-based ink Dry Erase Markers for White board AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY

8	SUPPLY OF INK STAMP PAD INK COLOUR: VIOLET COLOUR INK. MATERIAL OF BOX: METAL SIZE.110X70 MM AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY..
9	TWINE BALL SUPPLY OF TWINE BALL GOOD QUALITY, Cotton thread.100GMS NET WEIGHT EACH ROLL. 10ROLL EACH PACK. AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
10	Yellow paint marker Type of Ink :Oil-Based Paint Ink Ink Color: YELLOW Ink Capacity (In ml) >20 ml to = 30 ml Body Material:Aluminium/PLASTIC Tip Point Type Bullet Point (Round Point)/CHISEL Tip Size 2 mm AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY..
11	Black paint marker Type of Ink :Oil-Based Paint Ink Ink Color: BLACK Ink Capacity (In ml) >20 ml to = 30 ml Body Material:Aluminium/PLASTIC Tip Point Type Bullet Point (Round Point)/CHISEL Tip Size 2 mm AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
12	White Paint marker Type of Ink :Oil-Based Paint Ink Ink Color: White Ink Capacity (In ml) >20 ml to = 30 ml Body Material:Aluminium/PLASTIC Tip Point Type: Bullet Point (Round Point)/CHISEL Tip Size 2 mm Material of the Tip: Nylon or Acrylic Fiber AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY.

13	BACK SHEET SUPPLY OF BACK SHEET MADE ON 17KG POST CARD BOARD IN SIZE OF 210X310MM IN ASSORTED COLOUR OF YELLOW, GREEN, BLUE, AND PINK. EACH PACK 100 SHEET SHALL BE PACKED IN WRAPPER SHEET WITH STICKER PRINTING OF STATIONERY CODE, DESCRIPTION, QTY, COLOUR OF SHEET, NAME OF SUPPLIER. AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY.
14	GEM CLIP 35 MM AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
15	SUPPLY OF STAMP PAD INK VIOLET COLOUR 25 ML BOTTLE FOR USE IN STAMP PAD. AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY.
16	SHARPENER Types of Manual Pencil sharpeners: Handheld Manual Pencil Sharpener Type of Sharpening Mechanism: Twist Mechanism Material of the Sharpener body: Plastic Number of Holes in Manual Pencil sharpener: Single hole Savings Container: Yes AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
17	Correction pen (whitener) Pen contains correction fluid: 8 ml Line/pen tip size: 0.5 mm AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
18	SUPPLY OF BLACK LEAD PENCIL, GOOD QUALITY. Wooden Pencil as per IS:1375 Conformity To Indian Standard: IS:1375-1981 ISI marking: Any Value Type of Pencil: Drawing Pencil Grade: HB No of Pencil in box: 10 Shape of pencil: Hexagonal/Round." AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY..
19	Rubber Band 100% Nylon SUPPLY OF SUPERIOR QUALITY RUBBER BAND. Length: 76mm Width: 3mm Thickness: 0.8mm Net weight of Rubber bands: 500gm Packing: Any value Colour: Multicolour AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY

20	SUPPLY OF GOOD QUALITY MULTI COLOR CHALK Colour: multi colour No of Chalk Sticks in box: 100 pieces Weight of Chalk piece box: 500gm AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
21	SUPPLY OF GOOD QUALITY WHITE CHALK PIECE Colour: single Colour (White) No of Chalk Sticks in box: 100 pieces Weight of Chalk piece box: 500gm" AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY
22	SUPPLY OF STAPLE MACHINE SMALL MAX 10 Stapling Capacity For 80 GSM Paper (Sheets): 25 Staple Size: 10 Loading Capacity (Staples): 50" AFTER PO PLACEMENT, SAMPLE SHOULD BE SUBMITTED BY VENDOR FOR APPROVAL BEFORE BULK SUPPLY..

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