



**DEPARTMENT OF ARCHITECTURE**  
**SCHOOL OF TECHNOLOGY**  
**NORTH-EASTERN HILL UNIVERSITY**  
MAWKYNROH-UMSHING, MAWLAI, SHILLONG - 793022

Teacher-in-Charge

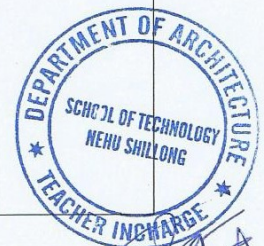
Ph. No.: 0364 – 2724102  
Email: barchnehu@gmail.com

**Ref. No: BARCH/Quotation/2021/1972**

**Date: 17/11/2021**

Sealed quotations of prices are invited from suppliers/vendors for the item listed below:

Sl. No.	Item	Specification	Remarks
1.	Power Extension Cord	Compatible Devices-TV, Cordless phone, Computer, Tablet, Weighing scale, LED Board, Printer & scanner, LED strips, Mobile, CCTV camera Special Features-3 meter long cord, On/Off switch with LED indicator, Individual LED indicator for each port, 4 ports, Short circuit protection Mounting Hardware-1 4-in-1 power extension cord Batteries Required-No	
2.	Canon Toner	Canon NPG-51	
3.	Canon Toner	Canon NPG-59	
4.	HP Original LaserJet Toner Cartridge for HP 88A Black	Item model number-CC388A (Black)	
5.	HP 802 Small Ink Cartridge	Ink Color-Tri-Color Compatible Devices-HP Deskjet 1000 Printer - J110a(CH340D), HP Deskjet 1510 All-in-One Printer(B2L56D), HP Deskjet 1010 Printer(CX015D), HP Deskjet 1050 All-in-One Printer - J410a(CH346D), HP Deskjet 2000 Printer - J210a(CH390D), HP Deskjet 2050 Mounting Hardware-Ink cartridge	
6.	HP Officejet HP Cartridge Ink 920	HP Cartridge Ink 920 Ink Colour- Multicoloured Tip Type- Hp Combo Ink Cartridges With Bundle Offer YELLOW MAGENTA	
7.	Cartridge Canon MF224dw	Cartridge 337	
8.	Smart Security	Parental Control, Banking & Payment Protection, Anti-Phishing; Personal Firewall; Antispam Exploit Blocker; Advanced Memory Scanner; Vulnerability Shield; Botnet Protection Protects against ransomware, malware, malicious cyber-attacks, detects and removes viruses, Trojans OS: Windows 7 and above, MAC OS Architecture: 32/64 bit Hardware platform: PC/MAC Multi User/ Multiple license	



*James P. B. S.*





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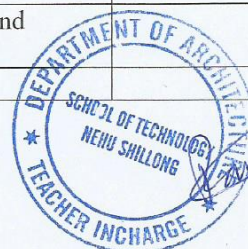
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Stationery			
9.	Notice Board	Aluminum Frame Pin-up Display Board, Pin-up Board/Soft Board/Bulletin Board for Office, School Size: 2x3 ft	Price should be inclusive of insulation on site.
10.	Notice Board with glass cover	Aluminum Frame Window Board, Pin-Up Board/Notice Board/ Bulletin Board for Office & School Size: 2x3 ft	Price should be inclusive of insulation on site.
11.	Notice Board with glass cover	Aluminum Frame Window Board, Pin-Up Board/Notice Board/ Bulletin Board for Office & School Size: 3x3 ft	Price should be inclusive of insulation on site.
12.	Kangaro 24/6 Staples Pack	1000 staples in a pack Made from rust resistance wire Durable High quality steel wire used	
13.	Kangaro Stapler Pin HD-1217	Item Dimension: 20 x 20 x 5.0 cm Easy to use, uses in schools, homes, offices Staples 23-6mm for Kangaro TP 10, TS 2313A and TS 623	
14.	A4 paper	Color: White Corner/Edge Style: Square Cover Material: Paper Size: 10 Ream / 5000 sheets Sheet Size: A4 Paper Finish: Smooth	
15.	A3 paper	Color: White Ideal for quality photocopying Suitable for any job on office printer, inkjet and laserjet ColorLok technology - Faster drying, bolder blacks, vivid colors Sheet Size-A3	
16.	A1 paper	PRODUCTS Paper Roll for Plotter Machines Color-White Size-24 Inch X 50 Meter Long	
17.	A0 paper	Package Dimensions : 30 x 10.01 x 10.01 Generic Name : Loose Drawing Paper	
18.	Legal Paper	Color: White Cover Material: Paper	
19.	ELA Binder Clips Large (41 mm)	Paper Holding Capacity Files Organized and Secure 24 Pcs	
20.	Stamp Pad Ink	Size-15 Ml	







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		Ink Color-Blue	
21.	White Board Marker Ink	White Sky Compatible Refill Ink Kit for Canon 300 ml with Suction Tool & Thumb Drill for Cartridges PG 745 CL 746 PG 740 CL 741 PG 810 CL 811 PG 88 CL 98 PG 89 CL 99 PG 47 CL 57 PG 41 830 CL 831	
22.	Marky Permanent Markers	Color Assorted Closure Pull Cap Size 8 Ink Color-Multicolor	
23.	Techno tip Ball Pen	Color-Blue and Black Closure Retractable Grip Type-Ribbed Material-Plastic Size-10 Ink Color-Blue and Black	
24.	Mungyo Paint Marker	Color-White 2 mm Bullet tip permanent paint marker for metal, stone, glass, plastic, furniture Convenient to use, paint in form of pen, ideal for industrial use permanent marking , and for indoor and outdoor works requiring permanent marking CE certified, MSDS available Oil based non transparent, upto 12 brilliant colors available Aluminum barrel and strongly durable nib.	
25.	Glue Stick	Multi-Purpose Nontoxic Glue Stick for Decorations & Craft Projects (8g)	
26.	Paper Clips	Jumbo Color Paper Clips for School, Home, and Office Organization (50 mm. 210 Per Pack)	
27.	Push Pin	Multicolor Plastic Head Thumb Push Pin for Notice Board with a Reusable Storage Box	
28.	Page Markers Sticky	Prompt-Me Page Markers Sticky Index Tabs 500 Sheets (75 X 75mm), Colored Sticky Notes for Page Marker Bookmarks 5 Colors Sticks Securely, Removes Cleanly 3 x 3 inch	
29.	Clip Board	Strong A4 clip board with folding front cover, ideal for writing on the move (Pack Of 1) Made from PVC covered card with 25mm capacity metal clip with hanging hole Additional inside pocket for loose documents and a hanging hook for storage Made from strong board and covered with plastic to make it wipe clean High-quality, lightweight polyfoam for an elegant look that las	







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30.	Hi-lighter	Hi-lighter (Pack of 5, Vivid Colors - Yellow, Pink, Peach, Orange and Purple)   Easily Applicable Highlighters Ink Colour-Multicolor Point Type-Broad Line Size-5	
31.	Transparent Packing Tape	3M Scotch Transparent Packing Tape 48mm*50m	
32.	Envelope	True-Ally Laminated Yellow Paper A4 Size Envelope Ideal For Office Secure Mailing   Poly Laminated inside   10 x 12 inch Genxtra Yellow A4 size Envelopes 10" x 12" (25 x 30 cm)	
33.	Wastebasket	Metal Mesh Dustbins waste Basket for Office - (Black)	
34.	Clutch Pencil	Clutch Pencil for 2mm Lead.	
35.	Office File Tray	4 Compartment Heavy Duty Office Desktop Document & File Organizer Rack/Magazine Holder	
36.	Hard bound binder files	2D Ring Binder File – legal size Size: 40mm (1.5inch) Nickel Plated Clip with Gripper Lock	
37.	Paper punch machine	Material: Metal Size: Standard Number of Holes: 2	
38.	Paper punch machine	Material: Metal Size: Standard Number of Holes: 1	
39.	Pen Stand	Material: Metal 3 compartment metal mesh type	
40.	Scissors	Material: Stainless Steel Blade Material: Stainless Steel	
41.	Cello tape Dispenser	Premium quality Cello Tape Dispenser for 1 Inch Tape Roll	







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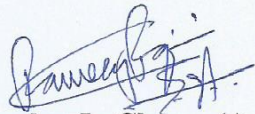
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**Terms and Conditions:**

1. Quotations have to be submitted in Indian Rupees only. If goods are to be imported, the quotations shall include all charges for customs clearance, clearing agent fees, landing port handling charges, insurance etc. and onward transportation of the goods from the port/airport of landing for door delivery in the Department of Architecture, NEHU, Shillong.
2. All documents submitted should be self-attested with seal of the bidder.
3. Bidder must unconditionally accept all terms and conditions stipulated in the tender document and all pages of the bid including all enclosures should be numbered and must be duly filled in, signed and stamped by the bidder or his authorized representative. Offers received without signature and seal on all pages are liable to be rejected.
4. Validity of Quotation: Quoted rates must be valid for 120 days from the date of quotation.
5. Price for each item should be quoted for one (1) unit, and must be inclusive of all taxes. No TA will be paid for the delivery of the items.
6. Items to be procured and the quantity for each item(s) will be decided by the DPC.
7. Warranty: The quoted equipment and components must be warranted for a minimum of one year. (Wherever Applicable)
8. Equipment breakdown: Any Equipment breakdown must be attended to within 72 hours during the warranty period of the equipment free of cost.
9. The GST rates should be as per directives issued by government of India for supply of equipment's to the Government institutions.

The sealed quotations are to reach the office of the undersigned latest by 29<sup>th</sup> November, 2021 at 12.30PM. The suppliers/vendors are instructed to clearly quote the specifications of the items and terms and conditions regarding after sales services.

  
**Teacher In Charge (Acting)**  
**Department of Architecture**  
**NEHU, Shillong**

