

Notice Inviting Tender
For
Supply of Stationery Items



ASDM

Assam Skill Development Mission

Tender No: ASDM- 3068/2022/21

Dated: 04.08.2022

Issued by

**ASSAM SKILL DEVELOPMENT MISSION
GOVT. OF ASSAM**

**5th Floor, Bhabananda Boro Path, Katabari,
Garchuk, NH37, Guwahati – 781035**

Notice Inviting Tender

Tender No. : ASDM 3068/2022/21

Date: 04.08.2022

Sealed Tenders affixing non-refundable court fee stamp of Rs.8.25 (Rupees Eight and Paise Twenty-Five) only are invited by the undersigned from registered firms/dealers/supplier for Supply of Stationery items, Hygiene items, Utensils, Hardware items, food items, Computer accessories and Cosmetics articles as per the details provided in the Bid document. The tender documents may be downloaded from our website www.asdm.assam.gov.in. In case of downloaded tender document, the Bid Document fee (Non-refundable) in the form Demand Draft drawn in favour of Assam Skill Development Mission payable at Guwahati for Rs. 500 (Rupees five hundred only) must be submitted along with the Tender Document.

The bid document must be accompanied by the Earnest Money Deposit of Rs 20,000/- (Rupees twenty thousand) only in the form of a demand draft in favour of "Assam Skill Development Mission" payable at Guwahati.

-S/d
Mission Director
Assam Skill Development Mission

Notice Inviting Tender for Supply of Stationery items, Hygiene items, Utensils, Hardware items, food items, Computer accessories and Cosmetics articles as per enclosed annexures.

1	Tender ID NO	ASDM- 3068/2022/21 Dated 04.08.2022
2	Tender on	Notice Inviting Tender for Supply of Miscellaneous Stationery items, Hygiene items, Utensils, Hardware items, Computer accessories Assam Skill Development Mission
3	Issued by	Assam Skill Development Mission
4	Issue Date	04.08.2022
5	Submission Last Date and time	26.08.2022 up to 02.00 PM
6	Selection Method	Tender will be awarded to the Bidder as per the lowest rate quoted by the vendor subject to quality of the products checked and approved by ASDM.
7	Availability of Tender	Tender can be downloaded from https://asdm.assam.gov.in
8	Cost of tender document (Non-Refundable)	Rs 500/- in the form of Demand Draft in favour of 'Assam Skill Development Mission' payable at Guwahati.,
9	EMD	Rs 20000/- in the form of Demand Draft in favour of 'Assam Skill Development Mission' payable at Guwahati., which is refundable
10	Correspondence office address and contact details	Assam Skill Development Mission 5 th Floor Katabari, Garchuk NH-37 Guwahati-35 asdmpankajdas2020@gmail.com asdmjitnath@gmail.com
11	Last date for Submission	26.08.2022 up to 02.00 PM. Tender fees and EMD shall be submitted along with the Hardcopies of the tender, in drop box at ASDM office.
12	Opening of Tender Paper	26.08.2022 at 03:00 PM at the conference hall of Assam Skill Development Mission

A. Tender for Supply of Stationery Items

Tenderers are requested to read the tender document carefully including its terms and conditions, procedures to fill the tender form and tender assessment criteria.

A.1 TENDER DOCUMENTS CONSIST THE FOLLOWING:-

I. Stationery Items (Annexure "I")

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
1	Attendance Register	Size - 10 * 15 inch- 70 GSM	Per piece			
2	Alpine	100 piece	Per Box			
3	Arch Lever File (with ASDM Name & Address Branding)	350mm X 280 mm	Per Piece			
4	Artificial Flower	Stranded Size	Per Piece			
5	Battery	9V	Per Piece			
6	Bill Folder	Measures 9 inch x 6 inch, Thickness 1 cm ; Premium Material	Per Piece			
7	Binder Clip (Metal)	51mm (2"),	Per Piece			
8	Binder Clip (Metal)	41mm (1-5/8"),	Per Piece			
9	Binder Clip (Metal)	32mm (1-1/4"),	Per Piece			
10	Binder Clip (Metal)	25mm (1"),	Per Box			
11	Binder Clip (Metal)	19mm (3/4"),	Per Box			
12	Binder Clip (Metal)	15mm (9/16")	Per Box			
13	Binder Clip (Metal)	13mm (1/2")	Per Box			
14	Binding Register	No. 08	Per Box			
15	Binding Register	No. 12	Per Box			
16	Binding Register	No. 16	Per Box			
17	Box File	A4 Size	Per piece			
18	Calculator	12 digit (Casio/citizen)	Per Piece			
19	Calling Bell	Wireless with remote	Per Piece			
20	Carbon paper	Kores Pencil	Per Packet			
21	Cash Book	No 10 (250 Pages)	Per Piece			
22	Cash Book	No 24 (250 Pages)	Per Piece			
23	Cash Book	No 30 (250 Pages)	Per Piece			
24	Cello Tape	25 meter , Small(transparent)	Per Piece			
25	Cello Tape	120 meter, Big (transparent)	Per Piece			
26	Cello Tape	Black Tape (Duct Tape)	Per Bundle			
27	Cello Tape	Both Side Tape	Per Bundle			
28	Cling Wrap (Transparent)	70 Micron (12 Inch, 300 mm) 30 Meters Length Per Roll	Per Piece			
29	Cling Wrap (Transparent)	70 Micron (12 Inch (300 mm) 100 Meters Length Per Roll	Per Piece			
30	Colour Chat Paper	A4 , 180 GSM	Per Packet			
31	Colour paper	A4	Per Piece			
32	Cotton Tag	100 Piece 22 inch Long Each	Per Packet			
33	Crayons	Wax XL 24 Shades	Per Packet			
34	Crayons	Wax XL 36 Shades	Per Packet			
35	Crepe paper roll	57mm(Width)x25meter(Len gth)-2 inch Thermal Paper Rolls	Per Packet			
36	Dak Pad	(Legal Size: 15 X 11 inch)	Per Piece			

L. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
37	Dispatch register	Letter Record - 34 * 21 cm - 70 GSM Ledger Paper	Per Piece			
38	Double Punch Machine	Two Hole	Per Piece			
39	Envelope	10 X 4 cm	Per Box			
40	Envelope	10 X 6 cm	Per Box			
41	Envelope	24 X 11 cm	Per Box			
42	Envelope	30 X 14 cm	Per Box			
43	Envelope	9x4 cm	Per Box			
44	Envelope	11x5 cm	Per Box			
45	Envelope	16x6 cm	Per Box			
46	Envelope	A4	Per Box			
47	Envelope	Legal	Per Box			
48	Eraser	40X20X10 mm	Per Box			
49	Eraser	Faber Castle	Per Box			
50	Fabric Colour	Fevicryl 20ml for Fabric Painting (10 X 20ml, Multicolour)	Per Box			
51	Fevicol	100 Gram	Per Piece			
52	Fevicol	250 Gram	Per Piece			
53	Fevicol	500 Gram	Per Piece			
54	File Board	200 Gsm	Per Piece			
55	File Board	540 Gsm	Per Piece			
56	Flag (Arrow Style)	Paper Per Piece	Per Piece			
57	Flag (Rectangle Style)	Plastic Per Piece	Per Piece			
58	Flat File	350 GSM	Per Piece			
59	Flip Chart	Paper 25 Sheets Wire winding Size : 50 x 74.5 cm	Per Packet			
60	Fluorescent Paper	A4 Fluorescent Colour Paper Colour, 50 Sheets 80 GSM	Per Piece			
61	Fluorescent Paper	A4 Fluorescent Colour Paper Colour, 50 Sheets 120 GSM	Per Piece			
62	Geometry Box	Stainless steel , should include at least 1 no each of Pencil, Eraser, Sharpener, Scale, Protractor , Compass Divider etc.	Per Piece			
63	Glitter	100 ml	Per Piece			
64	Glitter	Eco friendly handmade paper 150 Gsm	Per Piece			
65	Glitter Foam Sheet	A4 Size Glitter Sparkles Foam Sheet with Sticky Back Pack of 10 Sheets (10 Colours x 1 Pcs Each)	Per Box			
66	Globe	8 Inches Height Metal Base Globe with Magnifying Glass	Per Piece			
67	Globe	12 Inches Height Metal Base Globe with Magnifying Glass	Per Sheet			
68	Glue Stick	15 g	Per Piece			
69	Gum Liquid Bottle	250 ML	Per Piece			
70	Hard Board (Exam Board)	Acrylic Board Size A4	Per Piece			
71	Highlighter Pen	Multi Colour Line Size 0.3mm	Per Piece			
72	James Clips (Plastic)	100 piece	Per Piece			
73	Label Sticker	A4 Size Paper White Self Adhesive Label/Sticker for Printer (Inject/Copier/Laser) - Matte 40 Sticker Per Sheet, 100 Sheets Pack	Per Piece			

S. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
74	Label Sticker	A4 Size Paper White Self Adhesive Label/Sticker for Printer (Inject/Copier/Laser) - Matte 65 Sticker Per Sheet, 100 Sheets Pack	Per Piece			
75	Label Sticker	A4 Size Paper White Self Adhesive Label/Sticker for Printer (Inject/Copier/Laser) - Matte 100 Sticker Per Sheet, 100 Sheets Pack	Per Piece			
76	Ledger Book	300 Page	Per Piece			
77	Ledger Book	480Page	Per Piece			
78	Ledger Book	1000 Page	Per Piece			
79	Marker pen	White Board	Per Piece			
80	Marker pen	Permanent	Per Dozen			
81	Note Pad	30 Pages (with ASDM Logo and Name)	Per Dozen			
82	Note Pad	60 Pages (with ASDM Logo and Name)	per packet			
83	Note sheet	Conquest Paper 500pics	Per Piece			
84	Paper (A4)	70 GSM	Per Piece			
85	Paper (A4)	75 GSM	Per Piece			
86	Paper (Legal)	70 GSM	Per Piece			
87	Paper (Legal)	75 GSM	Per Piece			
88	Paper Cutter	Camlin	Per Piece			
89	Paper Cutter Knife	18 mm Blade	Per Dozen			
90	Pen	Both Side (Blue and Red Ink)	Per Piece			
91	Pen	Pilot	Per Dozen			
92	Pen	Cello	Per Box			
93	Pen	Correcting Fluid	Per dozen			
94	Pen	Gel	Per Piece			
95	Pen	Parker (Fountain)	Per Piece			
96	Pen	Parker (Jotter)	Per Piece			
97	Pen	Parker (Roller Ball)	Per Box			
98	Pencil	Nataraj				
99	Pencil	HB	Per Box			
100	Pencil	Apsara	Per Dozen			
101	Pencil Battery	AAA Size	Per Dozen			
102	Pencil Battery	AA Size	Per Dozen			
103	Pencil Battery	23A 12V (ALKALINE BATTERY)	Per packet			
104	Photo Paper	A4 Size	Per Dozen			
105	Plastic Folder	Transparent A4 Size (General)	Per Dozen			
106	Plastic Folder	Transparent Legal Size (General)	Per Dozen			
107	Plastic Folder with Button	Transparent A4 Size	Per Packet			
108	Political Map	World Map	Per Dozen			
109	Political Map	India	Per piece			
110	Ribbons For Gift Wrap	Roll Length 10 Meter, Multiple Colours	Per piece			
111	Rubber Band	Per Packet	Per Dozen			
112	Scale (Plastic)	30 cm	Per Dozen			
113	Scale (Steel)	30 cm	Per Piece			
114	Scissors	6"	Per Piece			
115	Scissors	8.5"	Per Piece			
116	Section Diary	A4 Size, 70 GSM, 300 Pages Visit the Luxor Store	Per Piece			
117	Section Diary	A5, 70 GSM, 300 pages	Per Piece			
118	Sharpener	Apsara	Per Piece			
119	Sharpener	Nataraja	Per Piece			

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
120	Single Punch Machine	One Hole	Per Piece			
121	Sketch Pen	Luxor	Per Piece			
122	Sketch Pen	Faber Castell	Per Piece			
123	Sketch Pen	Camlin	Per Piece			
124	Stamp Pad	Ink Violet	Per no			
125	Stamp Pad Faber-Castell	Size 11.6cm X 6.5cm- Violet	Per no			
126	Staple gun	Upholstery Staple Gun Heavy Duty, YEAHOME 4-in-1 Stapler Gun with 4000 Staples	Per no			
127	Stapler Machine	No 45	Per Box			
128	Stapler Machine	No 35	Per Box			
129	Stapler Machine	No 10	Per Box			
130	Stapler Pin	No 45	Per Piece			
131	Stapler Pin	No 35	Per Piece			
132	Stapler Pin	No 10	Per Piece			
133	Stick File	Transparent A4 Size	Per Piece			
134	Stock Register	Register Size - 32 x 20 cm - Hard Bound - 70 GSM Ledger Paper (200 Pages - Pack of 1)	Per Piece			
135	Thermal Bill Roll	POS Roll - 79mm / 3 inches Width x 30 Meters in Length - Pack of 4 Rolls for Printing Receipts - Billing Machines/Register - 55 GSM Thickness - Black Colour Printing	Per Piece			
136	Thermocol Ball	Small Thermocol Balls, Ideal for Decoration and Craft, 5 to 7 mm, White - 5000 Pieces	Per Packet			
137	Thumb Pin	Push Pins Steel Point /Board Pins/Thumb Pins, Tracks & Pins Gem Pins for Notice Boards, Soft Board, Display Board of Office, Home, School, Shop with a Reusable Storage Box (Pack of 100 Pins)	Per Piece			
138	Transparent Tape (Duct)	1.88-Inch by 20-Yard	Per Piece			
139	White board duster	Cello	Per Piece			
140	White board duster	A Neo Non-Magnetic	Per Dozen			
141	White Board with stand	(2x3 ft)	Per piece			
142	White Chart Paper	A1 Size 145 Gsm	Per piece			
143	Wrapping paper	250 Gsm Craft Paper	Per piece			

II. Hygiene Items (Annexure "II")

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
1	Acetone (Chemical)	500 ml	Per Piece			
2	Air diffuser (freshener) electric/battery	Valley Bloom (225ml)	Per Piece			
3	Air Pocket	Godrej (10 Gm)	Per Piece			
4	Ala	200ml	Per Piece			
5	Ammonia	500 ml	Per Piece			
6	Ammyle Acetone	500 ml	Per Piece			
7	Bathroom Scrubber Brush	26 x 11 x 8Centimeters (LXBXH)	Per Piece			
8	Bathroom wiper	10 x 1290 x 300 Millimetres (LXBXH)	Per Piece			
9	Blue Tack	Tack Reusable Adhesive Twin Pack	Per Piece			
10	Brass Brass/Matel polish	100 ml	Per Packet			
11	Citronella	100 ml	Per Piece			
12	Citronella	250 ml	Per Piece			
13	Citronella	100ml bottle	Per Piece			
14	Colin	500ml	Per Piece			
15	Colin	5 litres	Per Piece			
16	Cotton Roll (large)	500 Gm Good Quality	Per Roll			
17	Cotton Roll (Small)	500 Gm Good Quality	Per Roll			
18	Detergent	1/2 Kg	Per Piece			
19	Detergent	1 Kg	Per Piece			
20	Dust Control Mop	with 4.8 Feet Long Aluminium Handle Set 24 inch (with 1 REFILE)	Per Piece			
21	Dust Pan	500 Grams (Stander Size)	Per Piece			
22	Electronic Mosquito Machine	All out	Per Piece			
23	Electronic Mosquito Machine	Good Night	Per Piece			
24	Floor Dry Mop	(18-Inch) with 4 Feet Long Handle with 360 Degree Movement which Allows You to Clean Every Corners Easily (Head 18-Inch Large)	Per Piece			
25	Garbage Bags	120 litre	Per kg			
26	Garbage Bags	240 litre	Per Kg			
27	Garbage Bags for Bathroom Dustbin	17 X 20 inch	Per Packet			
28	Gloves Surgical	Powder-free Blue Nitrile Gloves Medium Food Grade, Non Tear able,	Per Piece			
29	Glycerine	500 ml	Per Piece			
30	Hand wash Liquid	Dettol (200 ml)	Per Piece			
31	Hand wash Liquid	Dettol (250 ml)	Per Piece			
32	Hand wash Liquid	Dettol (900 ml)	Per Piece			
33	Hand wash Liquid	Dettol (1500 ml)	Per Piece			
34	Harpic	500ml	Per Piece			
35	Hit Spray	(Mosquito repellent) 400 ml	Per Piece			
36	Hit Spray	(Cockroach repellent) 400ml	Per Piece			
37	Hit Spray	Anti-Mosquito <i>Spray</i> , kills dangerous mosquitoes 625 ml	Per Piece			
38	IR Thermometer	T800 - Made In India, Non Contact IR Thermometer, Forehead Temperature Gun	Per Piece			

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
39	Leather/vinyl polish	100 ml	Per Piece			
40	Mask	Venus N95 , V410	Per Piece			
41	Mask	Venus N95 , V420	Per Piece			
42	Mask	Venus N95 , V430	Per Piece			
43	Micro Fibre Duster	Feather Duster Bendable & Extendable Fan Cleaning Duster with 100 inches Expandable Pole Handle Washable Duster for High Ceiling Fans	Per Piece			
44	Mosquito Coil	Good Night	Per Piece			
45	Mosquito Coil	Godzilla	Per Piece			
46	Mosquito Refill	Good Night	Per Piece			
47	Mosquito Refill	All out	Per Piece			
48	Mosquito Refill	Mortien	Per Piece			
49	Nepheline Balls	Per 100gms Pack	Per Piece			
50	Nepheline Balls	Per 500gms Pack	Per Piece			
51	Odonil	Odonil Air Freshener Blocks, Mix Fragrances 50gm	Per Piece			
52	Odonil	Godrej Aer Power Pocket Air Freshener- Bathroom and Toilet Lasts Up to 30 days Assorted Pack of 5 (50g)	Per Piece			
53	Odonil	Odonil Bathroom Air Freshener Zipper Mix - 10 Gm (Pack Of 3)	Per Piece			
54	Oximeter	Oximeter Fingertip C101H1 - Blood Oxygen Meter SpO2 & Pulse Monitor - FDA, CE-Professional	Per Piece			
55	Phenyl	Black Bengal Chemical	Per Piece			
56	Phenyl	Power of Neem for 99.9% anti bacterial protection - Herbal 5L	Per Piece			
57	Phenyl	Dettol Liquid Disinfectant for Floor Cleaner, Surface Disinfection, Personal Hygiene (Lime Fresh, 500ml)	Per Piece			
58	Phenyl	Cleaner Liquid, Floral - 2 L	Per Piece			
59	Air diffuser	Refill 250 ml	Per Piece			
60	Room Freshener	Godrej 240 ml	Per Piece			
61	Sanitizer	(Ethanol 70% v/v & Chlorhexidine Gluconate Solution 2.5% v/v (equivalent to 0.5% w/v Chlorhexidine Gluconate) 5 litres	Per Piece			
62	Sanitizer	Ethanol 70% v/v & Chlorhexidine Gluconate Solution 2.5% v/v (equivalent to 0.5% w/v Chlorhexidine Gluconate 100 ml bottle with spray	Per Piece			
63	Sanitizer	Ethanol 70% v/v & Chlorhexidine Gluconate Solution 2.5% v/v (equivalent to 0.5% w/v Chlorhexidine Gluconate 500 ml bottle with spray	Per Piece			

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
64	Silvo Matel Polish	100 ml	Per Piece			
65	Silvo Matel Polish	500 ml	Per Piece			
66	Silvo Silver Polish	100 ml	Per Piece			
67	Silvo Silver Polish	500 ml	Per Piece			
68	Soap	Dettol (75 Gm)	Per Piece			
69	Surgical Mask	3 Ply Mask	Per Piece			
70	Surgical Mask	KN95 (5 layer Mask)	Per Piece			
71	Taski R (1- series)	5ltr	Per Piece			
72	Taski R (2- series)	5ltr	Per Piece			
73	Taski R (3- series)	5ltr	Per Piece			
74	Taski R (4- series 1)	5ltr	Per Piece			
75	Taski R (5- series)	5ltr	Per Piece			
76	Taski R (6- series)	5ltr	Per Piece			
77	Taski R (7- series)	5ltr	Per Piece			
78	Taski R (8- series)	5ltr	Per Piece			
79	Taski R (9- series)	5ltr	Per Piece			
80	Tiles cleaner	1ltrs	Per Piece			
81	Vim Bar Soap	250 Gm	Per Piece			
82	Vim Bar Soap	500 Gm	Per Piece			
83	Vim Dish wash Bar Soap Box	250 Gm	Per Piece			
84	Vinegar (white)	500 ml	Per Piece			
85	Waste Paper Dustbin	Medium - 19x21 inches - Pack of 3, Black - (30 Bags Per Roll)	Per Piece			
86	wood polish	Manssion WAX Polish	Per Piece			
87	York Floor Cleaning	Hygiene Cotton Mop With Handle for Home (Multicolour) 116.2 x 11.3 x 7.5 Centimetres	Per Piece			

III. Food Items (Annexure "III")

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
1	Aam Panna (CRUSH)	750 ml	Per Piece			
2	Amul Chocozoo	600gms	Per Piece			
3	Amul rejoice assorted chocolates	200gms	Per Piece			
4	Angustura (Srup)	330 ml	Per Piece			
5	Angustura (Srup)	1ltr	Per Piece			
6	Apple juice	1 ltr Tropicana	Per Piece			
7	Apple juice	1 ltr Real	Per Piece			
8	Assam Tea	100 pcs	Per Piece			
9	Baskerville	82gms	Per Piece			
10	Black Olives	220 gm	Per Piece			
11	Blue curacao	1 ltr	Per Piece			
12	Bourbon	200gms	Per Piece			
13	Bournville	500 gm	Per Piece			
14	Britannia Bourbon	150 gm	Per Piece			
15	Britannia Bourbon	300gms	Per Piece			
16	Britannia Cake - Fruity Fun	150 Gm	Per Piece			
17	Britannia Gobbles Fruit Cake	55 Gm	Per Piece			
18	Britannia Good Day Biscuit - Cashew Cookies	100 Gm	Per Piece			
19	Britannia Good Day Biscuit - Cashew Cookies	1000 Gm	Per Piece			
20	Britannia Little Hearts	75 Gm	Per Piece			
21	Britannia Nutri Choice Digestive High Fibre Biscuits	500 gm	Per Piece			
22	Britannia Nutrigo Sugar Free Cracker Salted Biscuit	300 Gm	Per Piece			
23	Britannia Toastea Premium Bake Rusk	182 Gm	Per Piece			
24	Britannia Toastea Premium Bake Rusk	273 Gm	Per Piece			
25	Butter	200 Gm	Per Piece			
26	Butter	500 Gm	Per Piece			
27	Butter Cookies (Unibic)	75 Gm	Per Piece			
28	Camomile Tea	100 pcs	Per Piece			
29	Chat Masala	200 Gms	Per Piece			
30	Cheese (for garnish & accompaniments)	200 gms	Per Piece			
31	Cherry	200 gms	Per Piece			
32	Chilli flakes	360 gms	Per Piece			
33	Chilli sauce	600 ml	Per Piece			
34	Choco Chip Cookie	100 Gm	Per Piece			
35	Chocolate syrup	250 ml	Per Piece			
36	Coconut Milk	200 ml	Per Piece			
37	Coffee (Powder)	160gm	Per Piece			
38	Coffee (Powder)	500gm	Per Piece			
39	Coke	600 ml	Per Piece			
40	Cold drinks	500 ml	Per Piece			
41	Cookies (Unibic Cookies)	500 Gm	Per Piece			
42	Corriander leaves	Bunch	Per Piece			
43	Cranberry juice	1 ltr Tropicana	Per Piece			
44	Cranberry juice	1 ltr Real	Per Piece			
45	Cream	250 ml	Per Piece			
46	CTC Tea bag	50pc Box	Per Piece			
47	CTC Tea leaf	Per KG	Per Piece			
48	Dairy Milk	13.2 Gms	Per Piece			
49	Darjeeling Tea	100 pcs	Per Piece			

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
50	Dark Chocolate (Amul)	150 Gm	Per Piece			
51	Dark Chocolate (Amul)	250 Gm	Per Piece			
52	Dark Chocolate Sugar Free (Amul)	150 Gm	Per Piece			
53	Dark Chocolate Sugar Free (Amul)	250 Gm	Per Piece			
54	Dates	400 Gams	Per Piece			
55	Dates	800g	Per Piece			
56	Dates	1 Kg	Per Piece			
57	Demerara Sugar	1 kg	Per Piece			
58	Diet Coke	600 ml	Per Piece			
59	Dry Fresh Kaju	Per KG	Per Piece			
60	Earl grey Tea	100 pcs	Per Piece			
61	Energy Drink (Red Bull)	350ml	Per Piece			
62	Fanta	600 ml	Per Piece			
63	Ferrero Rocher	300 Gm	Per Piece			
64	Five Star	300gms	Per Piece			
65	Funfill Rich Chocolate (Cadbury Bourneville Rich Cocoa)	100 Gm	Per Piece			
66	Good Day Biscuits	600 Gm	Per Piece			
67	Green apple	1 ltr Monin	Per Piece			
68	Green Olives	220 gm	Per Piece			
69	Green Tea	100 pcs	Per Piece			
70	Haldiram Alu Bhujia	400 Gms	Per Piece			
71	Haldiram Alu Bhujia	1Kg	Per Piece			
72	Honey	100 Gm	Per Piece			
73	Horlicks Biscuit -	150gms	Per Piece			
74	Horse radish sauce	250 ml	Per Piece			
75	HP sauce	250 ml	Per Piece			
	Ice-cream - Strawberry (Amul)	1 ltr	Per Piece			
76	Ice-cream-Mango (Amul)	1 ltr	Per Piece			
77	Ice-cream-Vanilla (Amul)	1 ltr	Per Piece			
78	Jam	500 gms	Per Piece			
79	Jasmine (Tea)	100 pcs	Per Piece			
80	Kaju Katli	500 Gms	Per Piece			
81	Kiwi Flavoured (CRUSH)	750 ml	Per Piece			
82	Kuch Kuch Mixure	400 GM	Per Piece			
83	Kuch Kuch Mixure	1 KG	Per Piece			
84	Little Hearts	75 Gm	Per Piece			
85	Mango juice	1 ltr Tropicana	Per Piece			
86	Mango juice	1 ltr Real	Per Piece			
87	Marie Biscuit	500 gm	Per Piece			
88	Marie Gold Biscuit	250 Gm	Per Piece			
89	Marmalade	500 gms	Per Piece			
90	Mayonnaise	250gm	Per Piece			
91	Milano Cookies	75 Gm	Per Piece			
92	Milk	200 ml	Per Piece			
93	Milk Powder (Amulya, Big)	1 Kg	Per Piece			
94	Milk Powder (Amulya, Small)	500 Gms	Per Piece			
95	Milk Powder (Everyday Medium)	400 Gms	Per Piece			
96	Milk Powder (Everyday, Big)	1 Kg	Per Piece			
97	Mojito mint flavouring	1 ltr Monin	Per Piece			
98	Mustard oil	1ltr	Per Piece			
99	Nice Time Biscuit	150 Gm	Per Piece			

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
100	Nutri Choice Biscuit	300 Grams	Per Piece			
101	Nutri Choice Biscuit	250 Gm	Per Piece			
102	Orange Crush (Malas)	1 Kg	Per Piece			
103	Orange juice	1 ltr Tropicana	Per Piece			
104	Orange juice	1 ltr Real	Per Piece			
105	Oregano	60gms	Per Piece			
106	Oreo	300 Gm	Per Piece			
107	Pineapple juice	1 ltr Tropicana	Per Piece			
108	Pineapple juice	1 ltr Real	Per Piece			
109	Raspberry flavouring	1 ltr Monin	Per Piece			
110	Roasted and Salted Pistachios (Namkin Pista)	250GM	Per Piece			
111	Roasted Cashew nut packets	Per KG	Per Piece			
112	Salt	1 kg	Per Piece			
113	Soda	600 ml	Per Piece			
114	Soya sauce	210 ml	Per Piece			
115	Soya sauce	320 ml	Per Piece			
116	Sprite	600 ml	Per Piece			
117	Strawberry	1 ltr Monin	Per Piece			
118	Strawberry flavoured (CRUSH)	750 ml	Per Piece			
119	Sugar	Per KG	Per Piece			
120	Sugar Cube packet	200 Gram	Per Piece			
121	Sugar Cube packet	500 Gram	Per Piece			
122	Sugar free sachet / cube Packets	250 gms	Per Piece			
123	Sweet Biscuit - Butter Kaju (Haldiram)	250 gms	Per Piece			
124	Sweetlime Crush	200 gm	Per Piece			
125	Tartar Sauce	225 gm	Per Piece			
126	Tartar Sauce	650 gm	Per Piece			
127	Tea CTC	1 Kg	Per Piece			
128	Tobasco sauce	150 ml	Per Piece			
129	Tomato Ketchup bottle	200 gms	Per Piece			
130	Unibic , Biscuits	500gms	Per Piece			
131	Vinegar	1ltr	Per Piece			
132	Wall Nut	500 gm	Per Piece			
133	watermelon	1 ltr Tropicana	Per Piece			
134	watermelon juice	1 ltr Real	Per Piece			
135	White sugar sachet	200 pieces	Per Piece			
136	Worcheshshire sauce	190 ml	Per Piece			
137	Worcheshshire sauce	295 ml	Per Piece			

IV. Hardware Items (Annexure "IV")

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
1	Broomstick	350 Grams	Per Piece			
2	Door Closer	Aluminium Hydrolick	Per Piece			
3	Door Mate	13" X 18"	Per Piece			
4	GI Pipe	4"	Per Piece			
5	GI Pipe	8"	Per Piece			
6	Glass Wiper	35cm	Per Piece			
7	Lock & Key	Medium	Per Piece			
8	looking Mirror	22" X 34"	Per Piece			
9	looking Mirror	35" X 25"	Per Piece			
10	Measuring Tape Metal	5 mm	Per Piece			
11	Paint Brush	2"	Per Piece			
12	Paint Brush	4"	Per Piece			
13	Paint Brush	6"	Per Piece			
14	Plastic Bucket	Small	Per Piece			
15	Plastic Bucket	Medium	Per Piece			
16	Plastic Mug	1ltr.	Per Piece			
17	Steel Almira	Standard	Per Piece			
18	Steel Bowl	840 ml	Per Piece			
19	Steel Bowl	1000 ml	Per Piece			
20	Steel Bowl	1500 ml	Per Piece			
21	Steel Bowl	2000 ml	Per Piece			
22	Steel Bowl	3 lt.	Per Piece			
23	Water Filter	18 Litre	Per Piece			
24	Water Filter	21Lts	Per Piece			
25	Water Filter	24Lts	Per Piece			

V. Utensils Items (Annexure "V")

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
1	American Tray	20" X 25"	Per pics			
2	Angels Wing wine opener	2 in 1 Winged Corkscrew	Per pics			
3	Bar Floor Mat	3ftX6 ft	Per pics			
4	Bath Towels	90 X 160 cm	Per pics			
5	Bottle opener (Both side steel opener)	18 x 4x 4 cm	Per pics			
6	Bowl	Small	Per Piece			
7	Bowl	Medium	Per Piece			
8	Bowl	Big	Per Piece			
9	Box	Fist Aid	Per Piece			
10	Bud vase	Small (for dinner Table)	Per Piece			
11	Buffet serving Ladle	8 inch	Per Piece			
12	Butter Knife	10 cm	Per Piece			
13	Cloth Duster	20 x 20 cm	Per Piece			
14	Cocktail Straws	100 pics	Per Packets			
15	Coffee Mug	Cello	Per Piece			
16	Colour bundle coil	2.5 mm	Per Packet			
17	Colour bundle coil	4mm	Per Packet			
18	Coloured Stones	Decorative Coloured Asymmetric Marble Stone Pebbles for Vase Filler Plant Pots (1 KG)	Per Packet			
19	Cork (wooden)	For wine bottle (50 pics)	Per Packet			
20	Cruet set (Chinaware)	Steel	Per Piece			
21	Cup Plate	Bone China	Per Piece			
22	Cutter Spoon	Fork	Per Piece			
23	Disposable Tea Cup	50 Ml	Per Dozen			
24	Disposable Tea Cup	100 Ml	Per Dozen			
25	Doily Paper	Saucer (Round)	Per Packet			
26	Doily Paper	Rectangle (for tray)	Per Packet			
27	Doily Paper	Quarter plate (Round)	Per Packet			
28	Drinking Water Glass	(set of 6pcs) Cello	Per Dozen			
29	Electronic Cattle	1ltr.	Per Piece			
30	Electronic Cattle	1.5 ltr.	Per Piece			
31	Face Towels	34 X 34 Cm				
32	Flask	1/2 ltr (Milton)	Per Piece			
33	Flask	1 ltr (Milton)	Per Piece			
34	Flask	2 ltr (Milton)	Per Piece			
35	Funnel	Small size (Glass)	Per Piece			
36	Funnel	Small size (Aluminium)	Per Piece			
37	Half Plate	(Bone China /Lapola)	Per Dozen			
38	Hand Towel	Set of two	Per Piece			
39	Juggling Bottle (Fiber)	1ltr	Per Piece			
40	Juggling Bottle (Fiber)	2 ltr	Per Piece			
41	Juggling Bottle (Plastic)	1ltr	Per Piece			
42	Juggling Bottle (Plastic)	2 ltr	Per Piece			
43	Kitchen Order Ticket	Tool 11.65" Long 2.21" Width	Per Piece			
44	Kitchen Order Ticket	18-inch	Per Piece			
45	Knife	90 mm	Per Piece			
46	Lint Free Cloth	Kiran Kolor KKHCC-T009 [100 Pcs, 8x8 inch],	Per Piece			

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
47	Liquid Shoe Polish	Red Colour	Per Piece			
48	Liquid Shoe Polish	Black Black Colour	Per Piece			
49	Marbel Paper	200 GSM	Per Pice			
50	Mesh Strainer	8 cm	Per Piece			
51	Monkey Bowl	5 inch	Per Piece			
52	M-Seal	Epoxy Compound Putty Sealant Adhesive For Leakage, Bonding, Gap Filling and Repairing (100 Grams)	Per Piece			
53	Multipurpose Tool Kit	46 in1 Tool Kit	Per Piece			
54	Non-stick frying pan	Medium size	Per Piece			
55	Pepper miller	Medium Size	Per Piece			
56	Place mats	Standard size	Per Piece			
57	Plastic Tray Big	10x15 cm, 4x6"	Per Piece			
58	Plastic Tray Medium	Medium	Per Piece			
59	Quarter Plate	(Bone China /Lapola)	Per Dozen			
60	Rice Dish	Bone China	Per Piece			
61	Rice Spoon	13 pieces	Per Packet			
62	Rongoli colours	Blue Colour	Per Packet			
63	Rongoli colours	Yellow Colour	Per Packet			
64	Rongoli colours	Pink Colour	Per Packet			
65	Rongoli colours	Red Colour	Per Packet			
66	Room Service Trolley	2"6"	Per Piece			
67	Services Spoon	Small	Per Dozen			
68	Shoe Brush	Good Quality	Per Piece			
69	Shoe Polish	Black	Per Piece			
70	Shoe Polish	Brown	Per Piece			
71	Silver Foil	Box	Per Box			
72	Snacks platter (Bone China)	Medium size	Per Piece			
73	Soup taurine Ladle	15 inch	Per Piece			
74	Spray Paint	200 ml	Per Piece			
75	Spray Paint	400 ml	Per Piece			
76	Storage Box Container	25 ml	Per Piece			
77	Tall Flower vas cylindrical size	12 inc high	Per Piece			
78	Tea Pot	Bone China	Per Piece			
79	Tea Spoon	12 piece	Per Dozen			
80	Tissue Paper	2ply Soft Pack	Per Packet			
81	Tongs	22.4 x 4.6x 4 cm	Per Piece			
82	Wine Cradne	Stainless Steel	Per Piece			
83	Wine Decanter (Light Weight)	Glass	Per Piece			

VI. Cosmetics Consumable (Annexure "VI")

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
1	Astringent	Jovees,500 MI				
2	Body Talcum Powder	Pond's 400 Gm				
3	Bowl (Small)	Small 250 MI				
4	Bowl (Medium)	Medium, 750ml,				
5	Bowl (Big)	Big, 1.8ltr				
6	Base Coat	Revlon, 8ml				
7	Skirting Clothes	For Massage Bed,				
8	Body Scrub	Jovees, 500ml				
9	Blusher	Maybelline, 4.5 Gm				
10	Bob Pins	Non Branded				
11	Cleansing Lotion	Jovees, 500ml				
12	Cotton Roll	Non Branded, 1kg				
13	Cutical Cream	Vedic Line, 100ml				
14	Clay Pack	Biotique,400 Gm				
15	Cling Film	Non Branded, 300 Mtr				
16	Surgical Face Mask	Non Branded, Free Size				
17	Disposable Bed Sheets	Non Branded, Free Size				
18	Disposable Undergarment	Non Branded, Free Size				
19	Disposable Slippers	Non Branded, Free Size				
20	Diffuser Lamp	Ceramic, 9*9*9cm				
21	Diffuser Oil	Iris, 1000ml				
22	Dustbin (Small For Table)	Non Branded 1.25 Ltr				
23	Ear Buds	Johnsons				
24	Eyebrow Pencil Sharpner	Lakme				
25	Eyebrow Pencil	Lakme				
26	Eyebrow Enhanching Palatte	Pac, (4colours In One Palatte)				
27	Eye Shadow Palatte	9 Gm, 12 Shades In 1 Palatte				
28	Eye Lash Curler	Vega				
29	Eye Lashes	Swiss Beauty				
30	Facial Scrub	Jovees, 500 Gm				
31	Face Massage Cream	Jovees, 500 Gm				
32	Face Massage Gel	Jovees, 500 Gm				
33	Fruit Face Pack	Jovees, 500 Gm				
34	Face Pack Powder	Ayur, 500 Gm				
35	Face Pack Cream Based	Jovees, 500 Gm				
36	Face Pack Brush	Vega				
37	Facial Gown	Free Size				
38	Facial Apron	Free Size				
39	Gauge	2mtr				
40	Glow Pack	Jovees, 400 Gm				
41	Gel Eyeliner (Black & Brown)	Maybelline				
42	Hand Sanitiser	Lifebouy, 190 MI				
43	Hand Wash	Non Branded, 400 MI				
44	Hand Gloves	Tulips				
45	Hydrogen Peroxide	Hydrogen Peroxide, 400ml				
46	Hand & Foot Scrub	Biocare, 500ml				
47	Hand &Foot Massage Cream	Biocare, 200ml				
48	Hand &Foot Packs	Biocare, 200 Gm				

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
49	Hot Wax	Honeybee				
50	Head Bands	Non Branded				
51	Hair Spray	Nova, 400ml				
52	Hair Mousse	Nova, 200ml				
53	Hair Tong	Ikonic				
54	Kajal Pencil	Lakme				
55	Loose Powder	Lakme, Warm Pink No.2				
56	Moisturiser	Jovees, 1ltr				
57	Make-Up Remover	Grainer, 125 MI				
58	Metal Extractor	Vega				
59	Manicure & Pedicure Shampoo	Skin Secrets, 500ml				
60	Mud Pack	Ayur, 500 Gm				
61	Mascara	Maybelline				
62	Make-Up Brushes	Vega				
63	Manicure &Pedicure Kit	Skin Secrets				
64	Nail Paint Remover	Lakme 27ml				
65	Nail Paint	Revlon, 8ml				
66	Nail Art Kit	Chinese Brand				
67	Orange Sticks	Non Branded, Packet				
68	Olive Oil	Nonbrand, 400 MI				
69	Pump Bottles	Non Branded				
70	Paraffin Wax	Non Branded, 450 Gm				
71	Petroleum Jelly	Vaseline, 50 Gm				
72	Pre Wax Lotion	Raga, 250 MI				
73	Post Wax Lotion	Raga, 250 MI				
74	Primer Face	Lakme, 25 MI				
75	Rose Water	Herbaltree, 1 Ltr				
76	Rica Wax (Dark Choclote)	Rica, 800 MI				
77	Rubber Band	Non Branded				
78	Scissors Small	Bare Essentials, For Threading				
79	Scissors Big	Gubb				
80	Spatulas Steel	Non Branded				
81	Spatulas Plastic	Non Branded				
82	Salt Glow Scrub	Aroma Bath				
83	Shower Caps	Non Branded				
84	Spray Bottles	Non Branded				
85	Supra Base Palette	Kraylon, 12 Shades				
86	Surgical Spirit	Spirit Ad, 400 MI				
87	Toner	Jovees,				
88	Thread	Organic				
89	Top Coat	Revlon, 8ml				
90	Twizers	Vega				
91	Tail Comb	Vega				

Sl. No	Name of Items	Specification	Details	Base Cost	GST	Cost Including GST
92	Thermal Blanket	Expressions, 150l* 160w Cm				
93	Towel (Big)	70*140 Cm				
94	Towel (Medium)	31*62 Inch				
95	Towel (Small)	16* 30 Inch				
96	U Pins	Non Branded				
97	Wide Comb	Vega				
98	Water Spray Bottle	Non Branded				
99	Wax Strips (Large)	Generic, 9pack Of 70)				

VII. Computer Consumable (Annexure "VII")

Sl. No	Name of Items	Specification	units	Base Cost	GST	Cost Including GST
1	Anti-Virus	Multi user	Per Piece			
2	Black	803 HP Black (Original)	Per Piece			
3	Bluetooth Home Theater	21 inch	Per Piece			
4	Board name	Acrylic Vinyl	Per Piece			
5	Bouquet	Rose	Per Piece			
6	Bouquet	Mixed Flower	Per Piece			
7	CD	1 Box (100 Pieces)	Per Box			
8	Colour	803 HP Colour	Per Piece			
9	Day light Fall Ceiling	15 WT	Per Piece			
10	Day light Fall Ceiling	22WT	Per Piece			
11	Day light Fall Ceiling	30WT	Per Piece			
12	DDR RAM	4 GB	Per Piece			
13	DDR RAM	8 GB	Per Piece			
14	DVD	1 Box (10 Pieces)	Per Box			
15	Electrical Kettle	2lt	Per Piece			
16	Extension board	10V Heavy Duty 6A Four-Way 2400W Extension Board and Wire (White) -1.5 Metre	Per Piece			
17	Extension board	Power Wheel - Extension Board, grey and white, 1500 watt, 240 V	Per Piece			
18	File Cover	Size and quality (with ASDM Logo, Name and Address on the cover)	Per Piece			
19	Gamocha	Both Side Designed	Per Piece			
20	Gamocha	Mulberry Silk Both Side Designed	Per Piece			
21	Gamocha	Muga , Silk both Side Deigned	Per Piece			
22	Hard Disk HDD	500GB	Per Piece			
23	Hard Disk HDD	1TB	Per Piece			
24	Hard Disk SDD	1TB	Per Piece			
25	Hard Disk SSD	500GB	Per Piece			
26	I- Card with Water Proof Lamination	Standard Size	Per Piece			
27	I'd Card Holder Fabric Lanyard Keychain White with Printing	Standard Size	Per Piece			
28	Japi	Small	Per Piece			
29	Japi	Medium	Per Piece			
30	Japi	Big	Per Piece			
31	Key Board	HP / Logistic	Per Piece			
32	Laptop Charger	Acer	Per Piece			
33	Microsoft Office 2016	Enterprise Version	Per Unit			
34	Microsoft Windows 10 64 Bit	Enterprise Version	Per Unit			
35	Mouse	HP / Logistic	Per Piece			
36	Mouse (wireless)	HP / Logistic	Per Piece			
37	Pen drive	4 GB, USB TYPE	Per Piece			
38	Pen drive	8 GB, USB TYPE	Per Piece			

Sl. No	Name of Items	Specification	units	Base Cost	GST	Cost Including GST
39	Pen drive	16 GB, USB TYPE	Per Piece			
40	Pen drive	32 GB, USB TYPE	Per Piece			
41	Rice Lights	50 Cm	Per Piece			
42	Sorai	Small	Per Piece			
43	Sorai	Medium	Per Piece			
44	Stole	Eri	Per Piece			
45	Stole	Pattar	Per Piece			
46	Toner Cartridge	HP 88A (original)	Per Piece			
47	Toner Cartridge	HP 12A (original)	Per Piece			
48	Toner Cartridge	HP 78 (original)	Per Piece			
49	Toner Cartridge	HP 337 (original)	Per Piece			
50	Toner Cartridge	HP 303 (original)	Per Piece			
51	Toner Cartridge	HP 745 (original)	Per Piece			
52	Toner Cartridge	HP 745 (Refiling)	Per Piece			
53	Toner Cartridge	HP 88A (Refiling)	Per Piece			
54	Toner Cartridge	HP 12A (Refiling)	Per Piece			
55	Toner Cartridge	HP 78 (Refiling)	Per Piece			
56	Toner Cartridge	HP 337 (Refiling)	Per Piece			
57	Toner Cartridge	HP 303 (Refiling)	Per Piece			
58	Toner Cartridge	Cannon NPG 59 (Refiling)	Per Piece			
59	Toner Cartridge	Cannon NPG 59 (Original)	Per Piece			
60	Toner Cartridge	Xerox Model B7025/30/35 (Original)	Per Piece			
61	Toner Cartridge	Xerox Model B7025/30/35 (Refiling)	Per Piece			
62	Toner Cartridge	Cannon Black 803 (Original)	Per Piece			
63	Toner Cartridge	Cannon Tri- Colour 803 (Original)	Per Piece			
64	UPS	600 VA	Per Piece			
65	UPS	1800 VA	Per Piece			
66	I Cards	Assam Skill Development Mission logo to be Printed in the Ribbons white Colour , ID Card with Card Holder	Per Piece			

B. Terms and Conditions: -

1. Self -Attached copy of Firms registration Certificate Should be submitted.
2. Self -Attached copy of GST registration Certificate.
3. Self -Attached copy of PAN Card issued by income Tax Department.
4. Rate quoted for all items shall not exceed MRP in any case and should be as per specification with name and brand of the company including all taxes. if the rates are found to be above the MRP at any point of time the work order shall stand cancelled, EMD will be forfeited and contract will be terminated. Articles to be supplied as per the specification as mentioned in the tender, otherwise the same will be rejected and the suppliers will have to replace at their own cost within 7(seven) days.
5. The Selected L1 Bidder's EMD will be keep as security money deposit. EMD will be returned to the others who do not meet criteria.
6. The selection will be based on the total price quote for the Annexures and the lowest bidder will be evaluated from the same.
7. The undersigned is not bound to accept the lowest rates if the quality of the goods is not as per the specifications mentioned in the Annexures or approved by ASDM.
8. Self-declaration by the vendor in minimum 100 Rupees stamp paper to be submitted containing the following information: -
 - i. Firms/ Full name and address of the dealer/ supplier
 - ii. Contact/telephone number. E-mail ID.
 - iii. License obtains from local Municipal Corporation/PRI's/Town Committees etc. as the case may be trade License. The attested copy of certificate of the GST registration with GST number.
 - iv. Photo copy of PAN Card.
 - v. Experience Certificate of supply to Government/Autonomous council if any.
 - vi. Brief description about Company and Firms.
 - vii. Not being previously blacklisted in the last 5 years by the Govt. / Semi Govt. institution /PSU
9. The Mission Director, ASDM reserves the right to accept or reject any/or all the tenders from any or all participants, to accept the tender in parts or to cancel the tender process without assigning any reason thereof. The tenderers or their authorized representative may remain present at the time of Opening the sealed quotations.
10. Delay in supply of the products by the vendor due to force majeure event may be consider up to 15 days only, Subject to timely communication to ASDM within 3 days of the said event and Precautionary measures adopted by the vendor for the same.
11. Parties shall try to resolve disputes if any, amicably.
12. Selection of the Party will be done on the basis of total amount quoted against all the items.
13. Legal matters raised if any, may be subjected to the jurisdiction of the Hon'ble Courts situated in Guwahati only.
14. In case of unsatisfactory delivery by the vendor, for more than 3(three) occasions, ASDM may cancel the contract with the vendor without any prior notice. Payment will be made only to the particular items, which are found up to the mark, as per provided specifications and satisfaction of ASDM.

-S/d
Mission Director
Assam Skill Development Mission