



MEGHALAYA BOARD OF SCHOOL EDUCATION
Headquarters: Tura.

NOTICE INVITING QUOTATIONS

Sealed quotations accompanied by a cash receipt of Rs. 1000/- (Rupees One thousand) only from Accounts Branch (non-refundable) in favour of the Executive Chairman, Meghalaya Board of School Education, Tura are invited from the reputed registered firms/suppliers for supplying of materials as mentioned in the list enclosed herewith for the financial year 2021-2022. The bidders may offer their price bid against each item per unit. The selected price Bidders will be empanelled in the list of supplies for financial year 2021-2022. The quantity of items to be supplied will be as per requirement from time to time. The quotation papers will be received upto 3:00 P.M. on or before 05/02/2021. Bids will be opened at 4:00 P.M. on the same date i.e. 05/02/2021 2021 at Conference Hall of MBOSE Main Office, Tura. The bidders are requested to be present or send a representative at the time of opening the quotation papers.

Terms and Conditions:

1. The contractor/firms should have/possess an experience for the past 7 years (Enclose Experience Certificate). Firms without any experience need not apply.
2. Copy of GST registration to be enclosed.
3. Copy of C.A Report for past 03 years to be enclosed.
4. In case of non-tribal, income tax filling returns.
5. In case of Non-Tribal, Trading License from GHADC shall have to be enclosed with the quotation.
6. GST shall be deducted as admissible under the rules.
7. Quotation papers should be accompanied with catalogues & measurements of the materials to be supplied.
8. The materials should be delivered at the Board Office, Tura at their own cost within 14 (Fourteen) days from the date of issue of the final work order.
9. The undersigned has the right to reject the materials if found unsatisfactory.
10. Bidder should quote the rates clearly (both in figures and in words), item wise per unit of item.
11. The successful bidders will be empanelled as suppliers in MBOSE and MBOSE will requisition/indent the materials/items as per requirement from time to time during financial year 2021-2022 only.

(R.R. Marak)

Director (Administration),
Meghalaya Board of School Education,
Tura.

Memo: No. MBOSE/Esstt-484/QOM/2021/43322-23/A

Dated Tura, the 26th Feb, 2021.

Copy to:

1. The Jt. Director (ITES) with a request to upload the same in one website.
2. Notice Board.

(R.R. Marak)

Director (Administration),
Meghalaya Board of School Education,
Tura

50.	Match box	Sunflower	
51.	Binding clip	Large	
52.	Exercise book	Short (24.0 × 18.0 cm.)	
53.	A4 paper	JK Copier 75 GSM	
54.	Legal size paper	JK Copier	
55.	Stamp pad	Kores	
56.	Correction fluid	Infinity	
57.	Rubber band	Big	
58.	Fluorescent self stick	Medium	
59.	Sketch pen	Big/small size	
60.	Punching stand	Kores KP 500	
61.	Register	No. 10	
62.	Marble paper	Four colours	
63.	Hard Board	For binding	
64.	Fevicol	Resin Adhesive (1 kg.)	
65.	Envelope	Small size long 10" × 4"	
66.	Exercise book	Long (No.40)	
67.	File cover	(Four fold)	

CONTINGENCY

1.	Bamboo broom		
2.	Flower broom		
3.	Air pocket	Godrej	
4.	Mop		
5.	Regular sickle		
6.	Vivel soap		
7.	Toilet paper		
8.	Lock & Key	40mm/50mm/25mm	
9.	Naphthalene ball	Per pkt. of nos.	
10.	Harpic	500 ml	
11.	Phenyl white	250 ml	
12.	Phenyl black	250ml	
13.	Surf	95 g	
14.	Colin	250 ml	
15.	Lizol	250 ml	
16.	Pencil battery	Eveready/Nippo/Geep	
17.	Hand wash	80ml (Lifebouy/Savlon)	
18.	Napkin paper	No. 17	
19.	Room spray	300ml Odonil	
20.	Toilet brush	Ordinary/ with stand	
21.	Vim powder	1 kg.	
22.	Dust bin	Plastic basket/with cover	
23.	Bleaching powder		
24.	Dust pan		
25.	AAA battery		
26.	AA battery		
27.	Black soap		
28.	Scrubber	Wipo	
29.	OK soap		
30.	Rope	Plastic	
31.	Hand sanitizer	100 ml	
32.	Hand wash refill pack	Savlon 725ml	
33.	Sanitol hand sanitizer	Sprayer (500 ml)	
34.	Crayons colour	big	



Sl. No. 1

MEGHALAYA BOARD OF SCHOOL EDUCATION
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List of materials (Stationeries):

SLNo.	Item	Specification	Bid Price per unit
1.	Register	Big (No. 40)	
2.	Register	No. 12	
3.	Stock register	No. 40	
4.	White ribbon	Cotton	
5.	Pen stand/Holder		
6.	Highlighter pen	Fluorescent green	
7.	CD marker	(OHB) big (Red/Black)	
8.	CD marker	(OHB) small (Red/Black)	
9.	Cello tape	Transparent big size	
10.	Paper clips	Plastic coated	
11.	Ball Pen	Blue/Black/Red/Green	
12.	Correction fluid	Kores	
13.	Cello tap	Small transparent	
14.	Stapler pin	Kores big ²⁴ / ₆ size	
15.	Register	Small (No.10,20)	
16.	Puncture knife		
17.	Pencil rubber/Eraser	Small/big	
18.	Sticky note pad	Three colours (75× 25mm ×150 sheets)	
19.	Binder clip	Small/medium/big	
20.	Brown tape	Big	
21.	Push pins	Notice Board pin	
22.	Calculator	Casio big	
23.	Paper cutter		
24.	Sponze		
25.	Scale/ruler	Plastic/Steel	
26.	Cotton tape		
27.	Scissor	7.5 inch/192mm	
28.	Tag	Cotton/nylon	
29.	Paper pin	(GEM) T	
30.	Pencil	Nataraj/HB	
31.	Sharpener	Pencil sharpner	
32.	Paper weights	Flat	
33.	Basket/tray	Plastic	
34.	Stapler	Small	
35.	Stapler pin	Kores (No.101M) small	
36.	Poker	Steel	
37.	Rubber band	Big	
38.	Thread ball		
39.	Sealing wax	Grepex	
40.	Candle		
41.	Gunny bag	Jute	
42.	Glue stick	Fevistick	
43.	Carbon		
44.	Brown paper		
45.	Cello tape	Transparent	
46.	Cello tape	Brown	
47.	Needle	Small & big	
48.	Sutly	Jute (No.46)	
49.	Stapler	Large	

Director Administration
Meghalaya Board of School Education