

क्र. रटामराकौवि/२०२५-२६/विद्याविहार/Stationery /प्रशासन/ १११

दिनांक: २३.०२.२०२६

## दरपरत्रक सूचना

विषय: रतन टाटा महाराष्ट्र राज्य कौशल्य विद्यापीठ, विद्याविहार येथे Stationery खरेदी करणेबाबत.

रतन टाटा महाराष्ट्र राज्य कौशल्य विद्यापीठ, विद्याविहार येथे Stationery खरेदी करण्याकरिता मा. कुलगुरु, रतन टाटा महाराष्ट्र राज्य कौशल्य विद्यापीठ, मुंबई यांच्या अनुमतीने संस्था/पुरवठादार यांचेकडून सिलबंद दरपत्रके मागविण्यात येत आहेत.

विद्यापीठ अंतर्गत Stationery खरेदी करण्याकरिता आपले मा. कुलसचिव, रतन टाटा महाराष्ट्र राज्य कौशल्य विद्यापीठ, मुंबई RTMSSU, 2nd Floor, Swami Vivekanand International Skills Development Academy, (ITI, Khalai Village), Vidyavihar West, Mumbai, Maharashtra ४०००८६. यांचे नावे दि.०२/०३/२०२६ दुपारी ०३.०० वाजेपर्यंत कार्यालयात पोहचतील अशा पद्धतीने पाठविण्यात यावीत, उशिरा प्राप्त झालेली दरपत्रके स्विकारण्यात येणार नाहीत.

दरपत्रकामध्ये दर नमूद करताना ते सर्व करासहीत, वाहतूक खर्च, लॉडींग अनलोडींग आणि इतर तत्सम खर्चासह असावेत अथवा त्यामध्ये याबाबत स्पष्ट उल्लेख असावा तसेच सिलबंद पाकिटावर करावयाच्या कामाच्या बाबींचा आणि दरपत्रक सादरीकरणाचा अंतिम दिनांकाचा स्पष्ट उल्लेख असावा.

प्राप्त झालेल्या दरपत्रकांपैकी काही अथवा सर्व दरपत्रके नाकारण्याचा अधिकार राखून ठेवण्यात आला असून याबाबतचे कोणतेही कारण देणे बंधनकारक नाही.

प्राप्त झालेल्या दरापैकी कमी असलेल्या दरास काम देण्यात येईल. सदर काम द्यावयाचे सर्व अधिकार मा. कुलगुरु, रतन टाटा महाराष्ट्र राज्य कौशल्य विद्यापीठ, मुंबई यांनी राखून ठेवले आहेत.

रतन टाटा महाराष्ट्र राज्य कौशल्य विद्यापीठ, अंतर्गत Stationery खरेदीचे सविस्तर तपशील प्रपत्र १ मध्ये दिले आहे.



  
(डॉ. राजेंद्र तलवारे)  
प्र. कुलसचिव  
र.टा.म.रा.कौ.वि., मुंबई

## Ratan Tata Maharashtra State Skills University, Mumbai

### Annexure 1 -

#### Detailed specification for Stationery - Location: Vidyavihar

Sr. No.	Description with size/ weight and other specifications along with Company /Make etc.	Quantity required	Value (Rs.)	Existing Stock with User Dept./Section	Consumption per day/ month	Budget Head and Balance Provision
1	2	3	4	5	6	7
1	Green A4 paper	3 packets		Nil	As Per Requirement	Administrative Costs
2	L folder	2 packets		8	As Per Requirement	Administrative Costs
3	Coffee Pouch	6 packets		Nil	As Per Requirement	Administrative Costs
4	Sugar Pouch	5 Packets		Nil	As Per Requirement	Administrative Costs
5	Phenyl	2 bottle (5ltr)		Nil	As Per Requirement	Administrative Costs
6	Colin	4 bottle		1	As Per Requirement	Administrative Costs
7	Coaster	2 packets		Nil	As Per Requirement	Administrative Costs
8	Kitchen Wiper	2 piece		Nil	As Per Requirement	Administrative Costs
9	Hole guard	3 packets		Nil	As Per Requirement	Administrative Costs
10	Box file small	5 dozen		3	As Per Requirement	Administrative Costs
11	Box file Big	5 dozen		4	As Per Requirement	Administrative Costs
12	Spring File	2 dozen		3	As Per Requirement	Administrative Costs
13	A4 Paper (JK Copier)	2 box		4	As Per Requirement	Administrative Costs
14	Transparent Tape 2inch	2 pcs		Nil	As Per Requirement	Administrative Costs
15	Double Tape	2 pcs		Nil	As Per Requirement	Administrative Costs
16	Brown Small Envelop	1 packet		Nil	As Per Requirement	Administrative Costs
17	White Small Envelop	1 packet		15	As Per Requirement	Administrative Costs
18	Register	12 pcs		3	As Per Requirement	Administrative Costs
19	Desk Calender	6 pcs		Nil	As Per Requirement	Administrative Costs
20	Kahwa Kashmiri Tea	1 Packet		Nil	As Per Requirement	Administrative Costs
21	Harpic	4 bottle		1	As Per Requirement	Administrative Costs
22	Sani cubes ( Toilet colour Goli)	4 packets		Nil	As Per Requirement	Administrative Costs
	Whitener Tape	4 pcs		1	As Per Requirement	Administrative Costs



Sr. No.	Description with size/ weight and other specifications along with Company /Make etc.	Quantity required	Value (Rs.)	Existing Stock with User Dept./Section	Consumption per day/ month	Budget Head and Balance Provision
1	2	3	4	5	6	7
24	Toilet cleaner brush	2 pcs		Nil	As Per Requirement	Administrative Costs
25	Scale	2 pcs		1	As Per Requirement	Administrative Costs
26	Blue pen	3 packet		1	As Per Requirement	Administrative Costs
27	Fevistic	5 pcs		2	As Per Requirement	Administrative Costs
28	Pencil Box	1 packet		1	As Per Requirement	Administrative Costs
29	Godrej Air Pocket	1 box		2	As Per Requirement	Administrative Costs
30	Pencil Cell (Remote)	1 packet		2	As Per Requirement	Administrative Costs
31	Legal size (JK Copier)	2 packets		Nil	As Per Requirement	Administrative Costs
32	Clear sheet protector A4 size	4 packets		1 packet	As Per Requirement	Administrative Costs
33	Godrej aer matic automatically spray refill	6 pcs		Nil	As Per Requirement	Administrative Costs
34	Godrej Air Freshener	3 pcs		Nil	As Per Requirement	Administrative Costs
35	Mob	4 pcs		Nil	As Per Requirement	Administrative Costs
36	Highlighter	2 pcs		Nil	As Per Requirement	Administrative Costs
37	Sticky Notes	2 pcs big size		Nil	As Per Requirement	Administrative Costs
Total amount in Rs.						
GST						
Total Including GST in Rs.						

Kindly Note :

1. GST No. is mandatory in quotation
2. Cost should be inclusive of installation, transportation, loading, unloading charges.
3. The prices listed for the aforementioned goods are good for six months after the work order date.
4. Delivery/installation location: RTMSSU, 2nd Floor, Swami Vivekanand International Skills Development Academy, (ITI, Khalai Village), Vidyavihar West, Mumbai, Maharashtra 400086.
5. Billing address: RTMSSU, 2nd Floor, Swami Vivekanand International Skills Development Academy, (ITI, Khalai Village), Vidyavihar West, Mumbai, Maharashtra 400086..
6. PAN Details, Udyam Registration, any other certification/license attached with the quotation.



*Sahane*

Registrar (I/C)

Ratan Tata Maharashtra State Skills University