

AmulFed Dairy

A UNIT OF GUJARAT CO-OPERATIVE MILK MARKETING FEDERATION LIMITED

(PREVIOUSLY KNOWN AS MOTHER DAIRY, GANDHINAGAR)

PURCHASE ENQUIRY

AFD: PUR: ENQ: 2021 :590

Date: 24st Aug. 2021

Dear Sir,

We would like to invite most competitive rates for supply of office stationary, as per attached annexure, for annual rate contract under following terms and conditions:

1) Your offer should reach at,

Purchase department

AMULFED DAIRY (A Unit of G.C.M.M.F. Ltd.)

Plot No: 35, Near Indira Bridge, Ahmedabad-Gandhinagar Highway,

At & Post: BHAT Village, Dist.: Gandhinagar, Pin code: 382 424.

2) The Offer should be sent in sealed cover super scribing on the top left-hand corner, **Offer for enquiry No: AFD: PUR: ENQ: 2021:590.** (ARC for Office Stationary)

3) Inquiry starting date-24st Aug 2021

4) **Due Date: 05th Sept 2021.** Offer received after due date for whatsoever reason may be rejected.

5) Offer should be valid for acceptance, for 45 days from the date of submission i.e. Due Date.

6) **The price should be quoted on F.O.R. AmulFed Dairy basis (for Both plant-AmulFed Dairy, Bhat & PFP-A Unit of GCMMF, Sector-25, Gandhinagar)** – inclusive of all applicable taxes, packing & forwarding, freight etc. However it should be mentioned clearly and separately in your offer. (FOR destination is as mentioned above)

7) Validity of rates should be for one full year as this is annual rate contract. No price hike will be given, as rates quoted will remain unchanged during the contract period.

8) We would prefer payment term - within 30 days from receipt of material or invoice whichever may be late.

9) You will supply the material as per our requirement and as per our written or telephonic intimation from concerned authorized person. You will mention the same along with Challan / invoice while delivering the material.

10) Realistic earliest delivery period should be indicated. The equivalent amount shall be debited to your account if shortage or defect considering quantity or quality is observed in your supply.

11) You will supply the material as per our required qty & date. If you fail to supply the material and due to stock out of said material at our store, if we are forced to procure the material from other supplier the difference of amount along with administrative charges for alternate arrangement will be debited to your account.

12) It is not binding on us to accept the lowest offer. Right to reject any or all the offers without assigning any reason is reserved by AmulFed Dairy Management.

13) This enquiry contains four pages. **Kindly submit your rates as per attached format only.**

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14) You will supply the material strictly as per defined MAKE, as mentioned in the annexure. Apart from defined MAKE items you will have to submit the sample of other make for approval.

We are ISO 9001:2000 and ISO 14001 certified unit. We follow eco-friendly processes in our factory and expect the same to be followed in your company.

Thanking you
Yours faithfully,
For AmulFed Dairy, Purchase Department

Contact person-Ajaypal Singh Chauhan

Mail ID- ajaypal.singh@amul.coop

Mobile-7435811846

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Date-

Supplier Name-

Contact person details-

Annexure:

Sr.No.	MATERIAL CODE	NAME OF ITEMS	Make/Specification	UNIT	Basic Rate	GST %
1	8001663	Box File	Apollo (As per sample)	NO.		
2	8000064	CALCULATOR 12 DIGIT DUAL POWER	CASIO-DJ-120D	NO.		
3	8000027	CARBON PAPER BLUE/BLACK	KORES (PENCIL CARBON)	NO.		
4	9003136	CELLO TAPE 1" Width * 65Mtr Transparent	Good Quality	NO.		
5	8001684	CUTTER BLADE - 15 MM AS PER SAMPLE,OLFA	Good Quality	NO.		
6	8001709	CUTTER Big 15 mm, for office stationary	Good Quality	NO.		
7	9003216	CUTTER - 17.5 MM // 17.5 MM	Good Quality	NO.		
8	8007009	DUPLICATE BOOK No.2	DELUX OR EQUIVALENT	NO.		
9	8001672	ERASE EX	CAMLIN	NO.		
10	8050376	ERASER	Natraj	NO.		
11	9003301	FEVIKWIK 0.5 gm	FEVICOL	NO.		
12	9003552	GLUE STICK 15GM	CAMLIN	NO.		
13	8000028	HIGHLIGHTER	CELLO	NO.		
14	9003644	INK FOR STAMP - 30 ml	WHEEL/CAMLIN	ML		
15	9005001	LOCK 6 LEVER Brass-make	Godrej	NO.		
16	9003714	MAGIC BAGS 9" * 6"	As per Sample	NO.		
17	9912046	NOTE BOOK 200 Page	GALA, NATRAJ	NO.		
18	8001683	OFFICE TRAY DOUBLE FLOOR	Fevicol	NO.		
19	8001669	OHP MARKER	CELLO	NO.		
20	8000025	BALL PEN	Cello Fine Grip	NO.		
21	8000179	PENCIL 621 HB	NATRAJ 621	NO.		
22	8000026	PERMENT MARKER	CELLO	NO.		
23	9003647	INK FOR PERMANENT MARKER	CAMLIN	NO.		
24	8001224	PLASTIC FOLDER L TYPE	Good Quality	NO.		
25		Plastic folder both side transparent	D-type	NO.		
26		POST IT PAD 100*75 mm (Self adheshive note)	Good Quality	NO.		
27	8001707	POST IT PAD 50*75 mm (Self adhesive note)	Good Quality	NO.		
28	8001708	POST IT PAD 75*75 mm (Self adhesive note)	Good Quality	NO.		
29	8000004	PUNCH MACHINE No. 280 (Puching Cap:3mm)	KANGARO	NO.		
30	8000007	REFILL	Cello Fine Grip	NO.		
31	8001657	REGISTER 1QUIRE	Delux	NO.		
32	8001658	REGISTER 2 QUIRE	Delux	NO.		
33	8001659	REGISTER 3 QUIRE	Delux	NO.		
34	8001660	REGISTER 4 QUIRE	Delux	NO.		
35	8001661	REGISTER 5 QUIRE	Delux	NO.		
36	8001691	REGISTER 5 QUIRE CLOTH BINDING	As per Sample	NO.		
37	8001689	RUBBER BAND 2"	Good Quality	KG.		
38	8030212	SCALE PLASTIC 12"	CAMLIN/CELLO	NO.		
39	3118462	STEEL SCISSOR 8" SIZE	fiskers- 8"size	Nos.		

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40	8000219	SKETCH PEN	CELLO	NO.		
41	8001323	SPRING FILE 350*255mm, 11BS, with cloth flap at corner	Printed Logo - AmulFed Dairy-	NO.		
42	8000014	Stamp Pad 110*70 mm	SUPREME	NO.		
43	8001699	Stamp Pad 160*97 mm / BIG	SUPREME	NO.		
44	8000021	STAPLER No. HD-10 D	Kangaro	NO.		
45		STAPLER PIN No.-10 M	Kangaro	NO.		
46	8001704	STICKER 2" PLAIN WHITE (1sheet*48 Sticker)	AS PER SAMPLE	NO.		
47	9004200	TAP DISPENSER for 1" Cello Tape	Cello OR EQUIVALENT	NO.		
48	8001229	U-PIN BIG BOX	Good Quality	NO.		
49	8001718	U-PIN MEDIUM BOX	Good Quality	NO.		
50	8081235	WHITE BOARD MARKER	CELLO	NO.		
51	8001674	ZELAN CLIP	Good Quality	PKT		
52	8001670	ZELAN MACHINE	Good Quality	NO.		
53	8001698	VISITING CARD ALBUM,128 CARD CAPACITY	Good Quality	NO.		
54		PAPER PIN (70 GM PKT)	DUKE	NO.		
55	8008441	Binder Clips-(12 Pacs)-19 mm	Good Quality	NO.		
56	8008215	Binder Clips-(12 Pacs)-32 mm	Good Quality	NO.		
57	8007795	Binder Clips-(12 Pacs)-41 mm	Good Quality	NO.		
58	8007794	Binder Clips-(12 Pacs)-25 mm	Good Quality	NO.		
59	8080860	Binder Clips-(12 Pacs)-15 mm	Good Quality	NO.		
60	8081256	Binder Clips-(12 Pacs)- 51 mm	Good Quality	NO.		
61		Spiral Binding Ring in Kg (All Size)	LOCAL MAKE	Nos.		
62		Spiral Binding Flaps (Front-Transperant & Back-Black Colour)	LOCAL MAKE	Nos.		
63	9916528	WHITENER CORRECTION PEN	Good Quality	Nos.		
64	8050351	STAPLER No. HP-45	Kangaro	NO.		
65	8002243	PUNCH MACHINE No. 800 (Puching Cap:3mm)	KANGARO	NO.		
66	8007028	STAPLER PIN - 24/6-1M	KANGARO	PAC		
67	8008329	PIN REMOVAL	KANGARO(SR-100)	NO.		
68	8030238	PEN - USE AND THROW	Sino softek	NO.		
69	8001667	Xerox Paper	JK RED COPIER/ 500 sheets	REEM		
70	9002546	RAZAR BLADE	Good Quality(topaz/supermax)	Nos		
71	9003714	Zip bags(Cap-500gm plastic)	size-8*11"	Nos		
72	8008329	STAPLE REMOVER	KANGARO(SR-300)	Nos		

Fright-FOR Amulfed dairy Bhat and PFP Gandhinagar store

Payment terms-30 days from delivery

authorized sign with company official seal