



ORISSA STATE FINANCIAL CORPORATION

OMP SQUARE, CUTTACK

ADMINISTRATION & PREMISES DEPARTMENT

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SHORT QUOTATION CALL NOTICE

- ❖ Sealed Quotation in plain paper are invited only from VAT Registered Dealers for supply of Office Stationery, Printed Materials and Computer Stationery as per the list stated below (Items listed in A+B+C) .
- ❖ Dealers shall quote the unit price excluding VAT of each item.
- ❖ Materials shall be procured as per our requirement.
- ❖ A Bank Draft/Pay Order amounting to Rs.500/- (Rupees five hundred) only from on any Commercial Bank payable at Cuttack in favour of "ORISSA STATE FINANCIAL CORPORATION" towards Security Money (refundable) may be sent along with the quotations.
- ❖ All the quotations should be addressed to DGM & HoD (APD), OSFC, OMP Square, Cuttack-3 so as to reach our Office on or before 31.03.2012.
- ❖ The quotation not signed or reaching late shall not be entertained.
- ❖ The Corporation reserves the right to accept/reject any or all quotations without assigning the reason thereof.
- ❖ Dealers are requested to submit samples along with the quotation.

For any clarification dealers are requested to contact DGM & HoD (APD), OSFC, OMP Square, Cuttack-3 during Office hour.

DGM & HoD(APD)

THE FOLLOWING ITEMS ARE TO BE PROCURED BY OSFC:

(A) OFFICE STATIONERY ITEMS:

ITEM NO.	ITEM DESCRIPTION	SPECIFICATION	MAKE/MODEL	PRICE
1	ALPIN	SMALL/MEDIUM POINTED		
2	BUDKIN	SMALL/MEDIUM		
3	BLEACHING POWDER	250 GM.PACKETS		
4	COMPUTER FOLDER FILE	15X12, 12X10(SIZE)		
5	CALCULATOR	SMALL	CASIO	
6	DOT PEN	POCKET DOT PEN	CELLO	
7	DOUBLE FULL SCAPE PAPER	WHITE	JK PAPER	
8	SINGLE FULL SCAPE PAPER	WHITE	JK PAPER	
9	FILE SIZE ENVELOP	A4' SIZE		
10	GUM PASTE	1/2 LTR.		
11	HARPIC	1/2 LTS		
12	JEMS CLIP	PLASTIC COATED		
13	LATRIN ACID	1/2 LTR.		
14	NAPTHOLIN	SMALL PACKETS		
15	ODONIL	SMALL		
16	PENCIL		H.B.	
17	LOCK SMALL		MOBAJ	
18	LIFEBOUY/LUX SOAP	SMALL SIZE		
19	PENCIL(STENO)		H.B.	
20	SHORTHAND NOTE BOOK			
21	PUNCHING MACHINE	MEDIUM	KANGARU	
22	ROLLING REGISTER NO.16			
23	ROLLING REGISTER NO.8			
24	PENCIL CARBON	MEDIUM		
25	REFIL BLUE	BIG & SMALL		
26	REFIL RED(BIG & SMALL)	BIG & SMALL		
27	WHITE CORRECTING FLUID WHITE CORRECTING FLUID	BOTTLE		
28	PENTYPE	PENTYPE		
29	WRITING PAD	1/6 SIZE		
30	XEROX PAPER	A4' JK RED		
31	PAPER	JK RED A3'		
32	PAPER	JK RED FS		
33	ROOM FRESHNER	SANDLE		
34	STAMP PAD	SMALL		
35	STAMP PAD INK	SMALL		
36	STAPPLER	BIG & SMALL		
37	STAPPLER PIN	SMALL		
38	STAPPLER PIN	SIZE 24 X 6		
39	SANITOL	1 LTR		

40	SCALE	12"
41	THREAD BOUNDLE	SMALL & MEDIUM
42	BLUE PAPER	
43	RAT KILLER	MORTEIN
44	HIGH LIGHTER PEN	GREEN, YELLOW
45	CELLO TAPE	1" ROLL
46	FLOUR BROOM	SOFT
47	KHADIKA JHADU	THICK
48	Dot Pen (both side)	
49	Spike Guard	

(B) PRINTING ITEMS:

ITEM NO.	ITEM DESCRIPTION	SPECIFICATION	MAKE/MODEL	PRICE
1	CASH BOOK	AS PER EXISTING BOOK		
2	ATTENDANCE REGISTER	AS PER EXISTING BOOK		
3	DEBIT VOUCHER	AS PER EXISTING BOOK		
4	CREDIT VOUCHER	AS PER EXISTING BOOK		
5	DOCUMENT COVER FILE	AS PER EXISTING BOOK		
6	DIRECTOR'S PAD	AS PER EXISTING BOOK		
7	FLY LEAF	AS PER EXISTING BOOK		
8	NOTE SHEET	AS PER EXISTING BOOK		
9	TENDER FORM	AS PER EXISTING BOOK		
10	JOURNAL VOUCHER	AS PER EXISTING BOOK		
11	T.A. BILL FORM	AS PER EXISTING BOOK		
12	PRINTING ENVELOP FOR DIARY/DESPATCH	SIZE 11" X 5"		
13	FILE COVER	SIZE 38 CM X 27.5 CM		

**ORISSA STATE FINANCIAL CORPORATION
OMP SQUARE, CUTTACK - 753003**

COMPUTER STATIONERIES

ITEM NO.	ITEM DESCRIPTION	SPECIFICATION	MAKE / MODEL	PRICE
	COMPTER PAPER (1X1000)			
1	10 X 12 X 1	70 GSM		
2	10 X 12 X 2	60 GSM		
3	15 X 12 X 1	70 GSM		
4	15 X 12 X 2	60 GSM		
	COPIER PAPER			
5	A4 (1X500)	75 GSM	JK	
	PHOTO PAPER			
6	INKJET PHOTO PAPER	A4 (20 SHEETS)	HP PREMIUM / KODAK	
	COLOUR PAPER			
7	LEAF GREEN, YELLOW, PINK	A4 (100 SHEETS)		
	LAMINATION PAPER			
8	LAMINATING POLYTHENE ROLL	12" BREADTH		
	STORAGE MEDIA & CONTAINERS			
9	CD-R (700 MB)	1 X 100 SPINDLE	HP / MOSER BAER / SONY	
10	CD COVER (POLYTHENE)			
10	CD MAILER			
	DOT MATRIX PRINTER CATRIDGE			
11	EPSON LQ 1070	DMP CATRIDGE	EPSON / WIPRO	
12	EPSON LQ 1150			
13	WIPRO LQ 1050			
14	WIPRO LQ DX GOLD			
15	WIPRO LQ 1180			
16	WIPRO LQ DSI 5235	DMP CATRIDGE	WIPRO	
17	TRANSMATIC OTC 850 XL	DMP CATRIDGE	WIPRO / LIPI	
18	TRANSMATIC OTC 850 XL	REFILL	LIPI	
19	DMP PRINTER RIBBON	REFILL	LIPI	
	LASER PRINTER CATRIDGE			
20	HP LASER PRINTER (6 MP)	ORIGINAL HP / LIPI CATRIDGE	ORIGINAL HP / LIPI (03F)	
21	HP LASER PRINTER (6L GOLD)		ORIGINAL HP / LIPI	
22	HP LASER PRINTER (6L PRO)		ORIGINAL HP / LIPI	
23	HP LASER PRINTER (1000 C)		ORIGINAL HP / LIPI (15A)	
24	HP LASER PRINTER (1015)		ORIGINAL HP / LIPI (12A)	
25	HP LASER PRINTER (1020)		ORIGINAL HP / LIPI (12A)	
26	HP LASER PRINTER (1505)		ORIGINAL HP / LIPI (36A)	
27	HP LASER PRINTER (M3050) MFPX		ORIGINAL HP / LIPI	
28	HP LASER PRINTER (M1213 nf) MFPX		ORIGINAL HP / LIPI (88A)	
29	HP LASER PRINTER (M1136) MFP		ORIGINAL HP / LIPI (88A)	
30	CATRIDGE REPAIR & REFILL (ALL MODELS)	REPAIR & REFILL (ALL MODELS)	HP / LIPI	
	INKJET PRINTER CATRIDGE			
31	HP INKJET PRINTER (5748)	ORIGINAL HP CATRIDGE	ORIGINAL HP (B & W) (852)	
32	HP INKJET PRINTER (5748)		ORIGINAL HP (COLOUR) (855)	
33	HP INKJET PRINTER (5748)		ORIGINAL HP (PHOTO) (858)	
34	HP INKJET PRINTER (810 C)		ORIGINAL HP (B & W)	
35	HP INKJET PRINTER (810 C)		ORIGINAL HP (COLOUR)	
36	HP INKJET PRINTER (3325)		ORIGINAL HP (B & W) (27)	
37	HP INKJET PRINTER (3325)		ORIGINAL HP (COLOUR) (28)	
38	HP INKJET PRINTER (670)		ORIGINAL HP (COLOUR) (46)	
	DOT MATRIX PRINTER HEAD			
39	EPSON LQ 1070	PRINTER HEAD	EPSON / WIPRO	
40	EPSON LQ 1150	PRINTER HEAD	EPSON / WIPRO	
41	WIPRO LQ 1050	PRINTER HEAD	EPSON / WIPRO	
42	WIPRO LQ DX GOLD			
43	WIPRO LQ 1180			
44	WIPRO LQ DSI 5235	PRINTER HEAD	EPSON / WIPRO	
	SMF BATTERY OF UPS			
45	SMF BATTERY (26 AH 12 V)	26 AH 12 V	QUANTA / EXIDE / SU-KAM	
46	SMF BATTERY (7 AH 12 V)	7 AH 12 V	QUANTA / EXIDE / SU-KAM	