



# DHARMASHASTRA NATIONAL LAW UNIVERSITY, JABALPUR (M.P.)

(Established by Madhya Pradesh Act No. 24 of 2018)  
BRBRAITT Campus, South Civil Lines, Ridge Road, Jabalpur - 482001 (M.P.)  
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Ref.No. DNLU/QUOT/2024-25/54

Date: 20.02.2025

## CALL FOR QUOTATIONS

Dharmashastra National Law University, Jabalpur invites quotations for procurement of below mentioned Stationery Items for DNLU, Jabalpur. Kindly quote your most competitive rates in the given format for the below mentioned articles (as per specifications/Brands) including all the transportation/freight charges (whichever applicable).

S. No.	Item Description	Qty Required	Unit Cost	Total Cost (Including GST )
1	AA Battery Cell (Duracell Original) Ghadi Cell	250 Nos		
2	AAA Battery Cell (Duracell Original) Pencil Cell	100 Nos		
3	Cell 23AE-2C5 12 volt (Duracell Original)	10 Nos		
4	Add Gel Achiever Pen Blue	50 Nos		
5	Add Gel Achiever Pen Red	40 Nos		
6	Add Gel Achiever Pen Green	40 Nos		
7	Add Gel Achiever Pen Black	50 Nos		
8	Ball Pen Blue (Flair, Mr.Grip )	300 Nos		
9	Ball Pen Red (Flair, Mr.Grip)	200 Nos		
10	Ball Pen Blue Retractable (Flair, Pentonic, Classmate, or Other Good Quality)	200 Nos		
11	Ball Pen Black (Flair, Mr.Grip)	150 Nos		
12	Binder clip 32mm music (12 each pct.)	20 Pkt		
13	Butten Bag Plastic (Good Quality)	500 Nos		
14	Bandhi file Pad (as per sample)	500 Nos		

15	Colour Sticky Note Pad Paper (3''X3'') Multicolour	100 Nos		
16	Envelop A3 Size Laminated Yellow	200 Nos		
17	Colour Sticky Paper Flag Oddy /Music (25mmX76mmX120Sheets)	100 Nos		
18	Colour Sticky Flag Plastic Oddy (12.7mmX43.7mm)	150 Nos		
19	Eraser Apsara (Product Code- 1020300012)	100 Nos		
20	Fevi Stick Big 15 Gms	60 Nos		
21	File tray plastic Single	5 Nos		
22	Gel Pen Blue (Octane Gel Pen Blue)	150 Nos		
23	Gum Bottle Mohini 150ML	10 Nos		
24	Gum Tube	100 Nos		
25	Glossy paper A4	10 Pkt		
26	Highlighter Pen Luxor 1X5 MM (each pkt 10 pc)	10 pkt		
27	JK Copier A4 Size Paper 70 GSM (White)	250 Ream		
28	JK Ledger A4 Green Paper 80 GSM	50 Ream		
29	Lace/tag/threads Small 8'' Good Quality (500 pc each )	3 bunch		
30	Lace/tag/Threads Small 18'' Good Quality (50 pc each )	20 bunch		
31	Plain Envelop 4.5X10 (Good Quality)	1000 Nos		
32	Paper Cutter Big (Natraj/Music)	30 Nos		
33	Punching Machine (DP-52, kangaroo)	15 Nos		
34	Punching Machine (DP-600, kangaroo)	5 Nos		

35	Punching Machine (Single Punch) (FP-20, kangaroo)	10 Nos		
36	Pencil (Apsara Pletinum) 10 pc. each Packet	20 Pkt		
37	Paper Weight Glass Kebica P/W Lattu Small (Each Packet 12Pc)	1 Pkt		
38	Permanent CD Marker Pen <b>Black</b> (Camlin/Addgel/Cello/ Luxor) ( <b>Thin Size</b> ) (each packet 10pc)	10 Pkt		
39	Permanent CD Marker Pen <b>Blue</b> (Camlin/Addgel/Cello/ Luxor) ( <b>Thin Size</b> ) (each packet 10pc)	10 Pkt		
40	Permanent CD Marker Pen <b>Green</b> (Addgel/Cello/Luxor) ( <b>Thin Size</b> ) (each packet 10pc)	3 Pkt		
41	Permanent Marker Pen <b>Red</b> (Camlin/Addgel/Cello/ Luxor) (Thin Size) (each packet 10pc)	3 Pkt		
42	Permanent Board Marker Pen, <b>Black</b> (Camlin/Addgel/Cello/ Luxor) ) ( <b>Thick Size</b> ) (each packet 10pc)	5 Pkt		
43	Permanent Board Marker Pen, <b>Blue</b> (Camlin/Addgel/Cello/ Luxor) ( <b>Thick Size</b> ) (each packet 10pc)	1 Pkt		
44	Permanent Board Marker Pen, <b>Green</b> (Camlin/Addgel/Cello/ Luxor) ) ( <b>Thick Size</b> ) (each packet 10pc)	1 Pkt		

45	Permanent Board Marker Pen, White (Camlin/Addgel/Cello/Luxor) (Thick Size) (each packet 10pc)	5 Pkt		
46	Plastic Scale 12" Natraj / Doms (each packet 10pc)	2 Pkt		
47	Register Long Approx. 400-450 pages With Hard Cover (Hawa Mahal/Jambo)	50 Nos		
48	Register Long Approx.200 -250 pages with Hard Cover (Hawa Mahal /Jumbo)	40 Nos		
49	Rubber Band Big size	1.5 Kg		
50	Scissor Small (Munix-1160 SS)/ Kangaroo	20 Nos		
51	Self-Stick level Sheet (100 Sheets each Pkt) {18 Level in 1 Sheet} (ST-1A4100) Oddy	12 Pkt		
52	Self-Stick level Sheet (100 Sheets each Pkt) (18 Level in 1 Sheet ) (ST-18A4100) Oddy	12 Pkt		
53	Sharpener (Apsara)	30 Nos		
54	Stapler HD-10 (kangaroo 10 No.)	20 Nos		
55	Stapler Pin kangaroo 10 No	5 Box		
56	Stapler kangaroo HD-45	20 Nos		
57	Stapler PIN (kangaroo 24/6)	5 Box		
58	Stapler PIN Remover kangaroo (SR-100)	10 Nos		
59	Stamp pad 110X70MM (Ashoka)	10 Nos		

60	Stamp pad Big (Ashoka)	5 Nos		
61	Steno Writing Notepad	10 Nos		
62	Tag File Cover (as per sample)	50 Nos		
63	Transparent Tape 1''	60 Nos		
64	Transparent Tape 2''	60 Nos		
65	Transparent Tape 3''	20 Nos		
66	White Board marker blue (Luxer/addgel) (each pkt 10pc)	20 Pkt		
67	White Board marker black (Luxer/addgel) (each pkt 10pc)	20 Pkt		
68	White Board marker red (Luxer/addgel) (each pkt 10pc)	15 Pkt		
69	U-paper pin oddy (10 pkt each )	10 Box		
70	White Board Duster (music-555/Doms/Oddy)	30 Nos		
71	Whitner Pen 7ML (Camlin/Classmate/Luxer ) (each pkt 10pc)	10 Pkt		
72	Yellow Basta Cloth 44''X44'' (Good Quality )	150 Nos		
73	12''X16'' Plain Yellow Envelop	500 Nos		
<b>Total Cost (Including GST)</b>				

**Note:**

1. The Quotation will be addressed to "The Purchase Committee, Dharmashastra National Law University".
2. Your Quotation should be duly Signed and Sealed properly. Kindly mention the product/item/work for which the quotation has been sent on the sealed envelope.
3. Your Quotation should reach us on or before 28.02.2025 up to 05:00 PM at Dharmashastra National Law University, B.R.B.R.A.I.T.T., South Civil Lines,

Ridge Road, Jabalpur – 482001. Any quotation received after 28.02.2025 up to 05:00 PM will not be taken into consideration.

4. Freight Charges must be included in the above mentioned price. No additional charges will be paid to the vendor by the University.
5. Quotations received through E-Mail will not be taken into consideration.
6. The validity of the quoted price should be up to 30 days.
7. No advance payment will be made in any case.
8. Kindly Contact 0761-2600070 Ext 1031 (Purchase Deptt) or 0761-2605555 Ext 1031 (Purchase Deptt) from 10:00 am to 5:00 pm, for any query or concern, email your query at [purchasecommittee@mpdnlu.ac.in](mailto:purchasecommittee@mpdnlu.ac.in).

  
**Purchase Committee**