



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान

National Institute of Fashion Technology

वस्त्र मन्त्रालय, भारत सरकार / (Ministry of Textiles, Govt. of India)

भोपाल उपमार्ग सड़क, भौरी, भोपाल – 462030 / Bhopal Bypass Road, Bhauri, Bhopal-462030

Website: nift.ac.in/Bhopal, Tel. (दूरभाष) 0755-2493736

आर्ट स्टेशनरी शोप चलाने के लिए रुचि की अभिव्यक्ति (ईओआई) के लिए आमंत्रण

Invitation for Expression of Interest for Running Art Stationery Shop

परिचय / INTRODUCTION:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 18 centers. It provides four years under graduate (UG) program in design and technology, two years Post Graduate (PG) program in Design, Fashion Management & Fashion Technology and short-term education programme to address the specialised needs of professionals and students in the field of fashion. NIFT has its head office in New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Daman, Delhi, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, Panchkulla, Patna, Raibareli, Shillong and Srinagar.

NIFT Bhopal started its operation in the year 2008 initially from a temporary campus located in M.P.Bhoj (Open) University Campus, Kolar Road, Bhopal and shifted to its permanent campus at Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030 in 2022. Presently NIFT Bhopal has around 600 students and 60 employees. The number of students and employees may increase in the new academic year.

NIFT Bhopal is in the process of selection of a vendor to set-up and operate an Art Stationery Shop in the campus. The terms and conditions on which the contract is to be awarded are given in the subsequent pages and are divided under the following headings:

- Overview of the Art Stationery Shop
- Information and Instructions for Bidders
- Terms and conditions and scope of work
- Penalties for violation of rules, terms and conditions

OVERVIEW OF THE ART STATIONERY SHOP

1. **Location** - The designated shop is part of the Hostel Building of NIFT at Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030. The shop space measurements are 14'9" x 9'11" approx. plus a wash room. The bidders are advised to visit the Institute to physically see the designated shop.

2. **General scope of the assignment:**

(i) The contractor should ensure to install good quality Computer, Black & White and Colour Photocopier Machine (for A2/A3/A4 size paper), Black & White and Colour Printer (for A2/A3/A4 size paper), Lamination machine and Spiral binding machine in the shop. The minimum print quality shall be 300 dpi for B&W and 600 dpi for colour print/ photocopy. The installation of such equipment should match the requirements of NIFT Bhopal. The maximum rate for associated service is fixed as per Annexure-I.

(ii) The Art Stationery Shop is a facility provided to the students and employees of NIFT Bhopal. Emergent stationery needs of the Institute may also be procured from the licensee. The licensee shall provide the stationery as required by the students and employees of NIFT Bhopal and the Institute. A tentative list of stationery items to be provided at the Art Stationery Shop is given at Annexure-II of this document. The licensee may be asked to supply additional items as required by the students and employees of NIFT Bhopal and the Institute.

3. **Eligibility Criteria** - Any interested Agency/Firm/ Person shall be eligible to apply for setting up and running the Art Stationery shop at NIFT Bhopal, subject to meeting the following eligibility criteria:

(i) The Agency/Firm/ Person/ Company/ Shop should have a minimum of 3 years of experience in running an art stationary shop in educational institutions/colleges imparting education in design, architecture or art related fields, authorised market places or commercial places.

(ii) The Agency/Firm/ Person/ Company/ Shop should have a license from the appropriate Government Authority for running such establishment.

(iii) The Agency/Firm/ Person/ Company/ Shop should have GST registration and PAN registration.

(iv) The Agency/Firm/ Person/ Company/ Shop should have a turnover of ₹ 6.00 lakh in last 3 Financial years (i.e. FY 2020-21; FY 2021-22 & FY 2022-23) (relevant supporting documents should be attached).

(vi) The Agency/Firm/ Person/ Company/ Shop should not have been blacklisted by any Government departments, PSUs or any other organization in respect of any assignment or behaviour (Self Declaration should be submitted in the format enclosed- Annexure-III).

INFORMATION AND INSTRUCTIONS FOR BIDDERS

1. General:

(i) All information called for in the enclosed forms should be furnished against the relevant columns. If for any reason, information is furnished on a separate sheet, this fact should be clearly mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" entry should be made in that column. If any particulars /queries are not applicable in case of the applicant, it should be stated as "NA". The applicants are cautioned that giving incomplete information, giving misleading or false representation, not giving information in clear terms, deliberately suppressing the information or making any change in the prescribed forms, statements and enclosures shall result in the application being summarily rejected.

(ii) The application should be in printed form. The bidder should fill up information in all the columns and sign each page of the application as well as the submitted documents. EOI shall be submitted in the prescribed format only along with all supporting documents as required. EOIs which are not in prescribed format or are incomplete or submitted without requisite documents shall be summarily rejected.

(iii) Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, rewriting and authenticated by initialing with date. Pages of the EOI document are serially numbered.

Additional sheets, if any added by the applicant, should also be numbered by him/her.

(iv) References, information and certificates from the respective clients certifying suitability, quality of services rendered in the past, know-how and capability of the applicant/firm should be signed by an authorised person only.

(v) Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him/her ineligible and the applicant shall be debarred from participation for providing their services in the same respect in future.

(vi) The EOI should be submitted in the proforma given in Appendix A & B in a sealed cover along with all supporting documents as required. The sealed cover addressed to the **Joint Director, National Institute of Fashion Technology, Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030**, superscribed with the statement “**EOI for running stationery shop at NIFT Bhopal**” and containing the address of the bidder should be personally delivered or sent by registered post or courier only so as to reach the Institute by **11/09/2023 till 05:30 PM**. Applications sent by email, telegram or telex and those received late will not be entertained.

2. NIFT Bhopal reserves the right to amend or withdraw any of the terms and conditions mentioned in the Expression of Interest document or to reject any or all the application without giving any notice or assigning any reason thereof or incurring any liability to the bidders and shall not be bound to accept the qualified Expression of Interest. The decision of NIFT BHOPAL in this regard shall be final and binding on all.

3. Evaluation of bid and selection of successful bidder shall be based on license fee quoted and discount on stationery items by the qualified bidders. Weightage is given for criteria of selection - license fee quoted (as 80%), and discount on stationery items (as 20%). **Minimum License Fee will be ₹ 5000/- (Rupees Five Thousand) per month or higher bid offered. A minimum discount given should be 10% on the MRP of stationery items.** The Licensee shall deposit **₹ 45,000/- (Rupees Forty-Five Thousand only) as Security Deposit** with NIFT Bhopal before the commencement of work/contract. No interest shall accrue on this deposit, and the security deposit will be returned after the successful completion of the contract and after adjusting dues, if any.

4. Before submitting the tender, the service provider is advised to visit the Institute to apprise himself of the logistics of the prospective assignment.

5. Expression of Interest will be opened after last date of EOI submission.

TERMS AND CONDITIONS AND SCOPE OF WORK

1. The Art Stationery Shop is required to be run compulsorily on all days of academic semester and thorough the day from 08.00 AM to 8.00 PM. The Art Stationery shop will not be closed on any day except with the prior permission of the concerned authority.

2. Furniture for the Art Stationery shop will be provided by the licensee. All the equipment (like, scanner, printer, photocopy machine, computer system, book binder, lamination machine, etc.) required for the Stationery/Photocopy shop have to be arranged by the licensee itself. Maintenance of all the equipment being used by the licensee is solely his responsibility.

3. The minor work (maintenance) will be borne by the licensee.

4. The contract shall be initially for a period of one year and may be extended for a further period at the discretion of the competent authority.

5. The Licensee shall deposit **the Security Deposit** in NIFT **Bhopal Bank Account through NEFT/RTGS/Online transfers only. NIFT Bhopal Bank Account details are as under:**

NIFT General Account No. : 549102010009108
Bank : Union Bank of India, Kolar Road, Bhopal-462041
IFSC : UBIN0554910

Kindly send the UTR Code Number to accountsteam.bhopal@nift.ac.in

6. Monthly License Fee shall be deposited by the Licensee by the 7th of every month in advance.

7. Monthly electricity charges will be paid by Licensee as per actual as per reading of the submeter. The charges would be deposited by the Licensee by 7th of every month in advance.

8. If the Licensee fails to pay the License Fee, and/or Electricity Charges in time or does not abide to their terms and conditions of the License, the License will be terminated and it will be awarded to another party.

9. The Licensee shall be personally responsible for compliance of Municipal by- laws relating to sanitary conditions and provide liveries to the staff of the Stationery shop.

10. The items/services will be of good quality and the items should be of a reputed brand. The prices of all the items/services shall be fixed in consultation with committee and approved by the concerned authority of NIFT Bhopal. The price list shall be displayed conspicuously in the Art Stationery shop. Any modifications/changes to be made in the prices should be done in consultation with committee and approved by the concerned authority of NIFT Bhopal.

11. It will be the sole responsibility of the Licensee to abide by the provisions of the following acts as to the workers engaged by him for performance of this contract.

- a. Minimum Wages Act 1948.
- b. Employee Provident Fund Act 1952
- c. Employee State Insurance Act 1948
- d. Contract Labour (Abolition & Regulation) Act 1970.
- e. Industrial Employment (standing orders) Act and rules 1946.
- f. Prohibition of Child Labour Act 1986.
- g. Payment of Bonus Act and Rules 1965.
- h. Workmen compensation Act 1923

12. Cleaning and housekeeping of shop area will be the sole responsibility of the licensee. NIFT Bhopal would reserve the right to check on cleanliness and upkeep of premises and quality of services and products.

13. The licensee is responsible for removal and disposal of waste/garbage from the shop on a daily basis.

14. The licensee should ensure that all the employees are free from communicable diseases. Medical Certificate to this effect should be available for inspection by the authorities. If any worker is found to be medically unfit, he/she may not be given permission to continue his/her duties and licensee has to replace them

immediately without fail.

15. All expenses related to the functioning of the employees engaged by the licensee shall be in the scope of the licensee.
16. Liability/responsibility in case of any accident, causing injury/death to shop worker or any of his staff shall be of the contractor. The Institute authorities shall not be responsible in any means in such cases.
17. The licensee shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency.
18. The licensee shall get suitable instructions from the Designated Official of NIFT Bhopal and shall provide the services promptly as per requirement.
19. Designated authority of the Institute will supervise the Stationery shop operations.
20. The licensee shall collect the charges from users and the Institute is not responsible for collection of any charges from users.
21. The Licensee shall be wholly responsible for payment of any and all taxes including but not limited to commercial property tax, sales tax, GST, duties cess under the existing or future Laws, acts, Rules, Orders, Notifications etc, issued by the Central or State Governments or any local authority, or body in respect or in connection with supplies and NIFT shall not be liable to pay such taxes, rates, duties etc., whether existing or which may accrue in future.
22. The licensee shall ensure that all persons employed by the licensee are well mannered and display courteous behavior.
23. No accommodation, no changing/resting room, will be provided to the workmen of the licensee.
24. Failure to start work in time after issuing of work order or involvement of the licensee in illegal, unethical, violent activities or breach of any terms and conditions of the agreement will lead to debarment of the licensee from participating in any of the Tender/EOI of the institute.
25. NIFT Bhopal reserves the right to terminate the contract at one month's notice without assigning any reason, for which no compensation / damages will be paid. The contractor shall remove himself / herself from the said premises with all belongings and leave it entirely vacant within one month of the date of notice of revocation or termination of the contract. In case the contractor is desirous of terminating the contract before expiry of the period agreed, then contractor shall provide three-month advance notice in writing to NIFT Bhopal. The termination of the contract shall not release either party of its obligation to pay any sums then owing to the other party and also perform or discharge any liability that had been incurred prior thereto.
26. On the expiry of this contract, the contractor shall hand over peacefully, possession of the said shop and any other premises, together with fixtures and articles therein, in good condition to NIFT Bhopal and also shall give up his right in favour of NIFT Bhopal all licenses and permits in force, and give all assistance towards getting the said licenses transferred to NIFT Bhopal or its nominees.
27. In case of a legal dispute arising out of or relating to the agreement or breach, or the invalidity thereof, shall first be attempted to be settled by discussions. If the same is not resolved through mutual discussions, then the same shall be referred to the sole arbitration of the Director, NIFT Bhopal or any person

nominated by him. The decision of the Arbitrator shall be final and binding on both the parties. All disputes are subject to Bhopal (MP) jurisdiction only.

28. The successful bidder will have to make an agreement with NIFT Bhopal on terms and conditions of the contract on stamp paper. The contractor shall bear and pay all the costs / charges and expenses incidental to the preparation and execution of the signed agreement in duplicate. The Institute shall retain the original contract document and the contractor shall keep the duplicate of the same.

29. Violation of any of the terms of agreement, record of poor performance such as abandoning work, not properly completing the Contract, or financial failures /weaknesses etc may lead to termination of contract.

PENALTIES FOR VIOLATION OF RULES, TERMS AND CONDITIONS

The vendor will be fined inter alia in the following situation:

1. Any complaint about selling the services or products at a higher price than the pre-decided price will attract a minimum penalty of Rs.500/- per incidence.
2. Any complaint about selling any service/product without the permission of concerned authorities will attract a minimum penalty of Rs.500/- per incidence.
3. For any rule stated in the agreement first violation of the rule implies fine as per the rule. Second and subsequent violations of the same rule on a different day of the previous fine will attract triple the initial amount of fine on the licensee.
4. The final decision of fines being imposed lies with the Director.
5. The licensee has to pay the fine within 15 days of the fine imposed in one lumpsum, the full amount of the fine imposed.

NATIONAL INSTITUTE OF FASHION TECHNOLOGY (NIFT) BHOPAL

**PROFORMA TO BE SUBMITTED BY BIDDERS WHILE SUBMITTING SEALED
EXPRESSION OF INTEREST FOR RUNNING THE ART STATIONERY SHOP AT NIFT BHOPAL**

1.	Name of the Bidder Type of Bidder (Agency/Proprietary Firm/ Person/ Company/ Shop/ Co-operative Society)	
2.	Complete Address	
3.	Contact Details	
	• Land Line	
	• Mobile	
	• Email	
4.	• PAN No. (attach copy of PAN Card)	
	• GST No. (attach copy of certificate)	
	• Registration No.	
5.	Valid registration/license from appropriate government authority Registration No.	(attach the document and refer page No. here)
6.	Relevant experience as per eligibility criteria	(Give details and attach the document and refer page No. here)
7.	Document showing average annual turnover or Rs 6.00 lakh in the last three financial years	(attach the document and refer page No. here)

NOTE: Attach all relevant documents in support of above statements.

(Signature with stamp of the Authorised Signatory)

Date:

निफ्ट भोपाल को लाइसेंस शुल्क के भुगतान का प्रस्ताव

OFFER FOR LICENSE FEE TO BE PAID TO THE NIFT BHOPAL

1. The License fee (excluding electricity charges) I/We offer to pay to the NIFT Bhopal for running Art Stationery Shop at NIFT Bhopal is Rs.....
(In words, Rupees.....)
per month.
(Please mention the amount in figures and in words) + GST as applicable.
2. The discount on stationery items, I/We offer to pay to the NIFT, Bhopal for running Art Stationery Shop & Photocopy Shop at NIFT Bhopal is% (In words,) per stationery item.

Weightage is given for criteria of selection - License fee Quoted (as 80%), and discount on stationery items (as 20%).

Declaration

I declare that the information given above is true and correct to the best of my knowledge & belief and nothing has been concealed thereof.

SIGNATURE :
(with stamp)

NAME / FIRM NAME :

ADDRESS :

DATE :

MOBILE No. :

E-MAIL ID :

MAXIMUM RATES TO BE CHARGED BY THE VENDOR FOR SERVICES

- A4-Colour print out (Text) – one side - ₹ 5 per page
- A4-Colour print out (Text) - both Sides - ₹ 8 per page
- A4-Colour print out (Image) - one side - ₹ 8 per page
- A4-Colour print out (Image) - both Sides - ₹ 15 per page
- A3-Colour print out (Text) - one side - ₹ 10 per page
- A3-Colour print out (Text) - both Sides - ₹ 15 per page
- A3-Colour print out (Image) - one side - ₹ 15 per page
- A3-Colour print out (Image) - both Sides - ₹ 20 per page
- A4-Black & White print out - one side - ₹ 3
- A4-Black & White Print Out - both sides - ₹ 5
- A3-Black & White print out - one side - ₹ 7 per page
- A3-Black & White print out - both sides - ₹ 12 per page
- A4-Photocopy - One side - ₹ 1
- A4-Photocopy - both sides - ₹ 2
- A3-Photocopy - One side - ₹ 3
- A3-Photocopy - both sides - ₹ 5
- Scanning A4 paper - ₹ 2 per page
- Scanning A3 paper- ₹ 4 per page
- Laminating A4 paper - ₹ 10 per page
- Laminating A3 paper - ₹ 20 per page
- Spiral Binding - ₹ 25 (Irrespective of number of pages)

NOTE: Rate mentioned above are for the minimum paper (wherever required) weight of 75 GSM. Rates for different qualities of paper to be used shall be decided in consultation with NIFT authorities.

(Signature with stamp of the authorised signatory)

**TENTATIVE LIST OF ITEMS TO BE KEPT IN THE ART STATIONERY SHOP
AT NIFT BHOPAL**

Sr No	Item	Particular
1	Pencil	LAMY Clutch Pencil
2		Pencil Fabercastel HB
3		Pencil Fabercastel with eraser HB
4		Pencil Degree Camel
5		Charcoal Pencil Staedtler
6		STAEDTLER 8B Pencil
7		Glass Marking Pencil Apsara
8		Degree set Faberrecastel/Camel
9		Degree Pencil Kohinoor
10	Pens	Cello Flo Gel
11		Faber Castel ball pen
12		Reynolds 0.45 pen
13		Reynolds Jotter
14		Fountain Pen
15		Fountain Pen ink
16		Camlin Gel Pen
17		Parker Fountain Pen
18		Parker Micro ball pen
19		Stick Easy Pen
20		Cello Top Gel
21		Cello Slim Gel
22		Add Achiever
23		Cello Max writer
24		Cello Gripper
25		Reynolds Ball pen liquid Flow
26		Add roller pen
27		Uni ball pen Eye
28		Uni ball pen jet impact
29		Lemi safari fountain pen
30		Lemi Roller Pen
31		Lemi Jotter pen
32		White pen permanent (Sakura)
33		Silver pen permanent (Sakura)
34		Golden pen permanent (Sakura)
35		Uni Ball Fine Deluxe
36		Uni ball gel stream
37		Uniball signo
38		Uni ball lacknock
39		uniball lakubo
40		Add gell refill
41	Cello Gell Refill	

42		Uniball lakubo Refill
43		Uniball gell impact refill
44		Uni ball signo refill
45		uni ball lakubo refill
46		Uniball refill Impact
47		Cello Top Gel
48		Linc Ball Pen
49		Cello Slim Gel
50		Linc Ball Pen
51		Cello butterfly pen
52		Luxor Super top ball pen
53		Cello fingergrip ball pen
54	Refill	Cello Ball pen Refill
55		Reynolds Ballpen Refill
56		Add Gel PGR 300 Ball pen refill
57		Sprint Add Gel Refill
58		Cel Gel Refill
59		Linc Ball Pen Refill
60	Water Color Tube	Camel water color tube 18 no set ARTISTS WATER COLOUR
61		Camel water color tube 12 no set
62		Reeves water color tube 12 no
63	Color Palette	Omega 1640
64		Omega 101
65		Omega 103
66		Deli 9409
67		Deli 9407
68	Print Out	Color Printout A4 Size
69		Color Printout A3 Size
70		Black and white printout A3 Size
71		Black and white printout A4 Size
72	Water Color Cakes	Camlin Water Color Cakes
73		Reeves water color cakes
74	Oil Pastle	Pestle 24 shed Apsara
75		Pestle 12 shed Fabarcastell
76		Pestle 24 shed Fabarcastell
77		Pastle 24 Camlin
78		Pastle 48 Camlin
79		Cores Gliter Pastel
80		Cores Multi colour Pastel
81	DRY PASTEL	Sudha dry pestle
82		Mongiyo soft pestle 24 no
83		Mongiyo soft pestle 12 no
84		Mongiyo soft pestle 48 no
85		Mongiyo soft pestle Gray colors/ Camaieu de gris 12 shade
86		Mongiyo soft pestle Charcoal/ Assortment de noirs 12 shade

87		Reeves soft pestle 12 nos
88		Reeves soft pestle 36 nos
89		Reeves soft pestle 48 nos
90	Fixtive	Fixtive Artist (Camel)
91	Acrylic Colours	Acrylic Colour (Camel) 12 no 9 ml
91	Fabric Paint	Pidilite Fabric Paint
93		Pidilite Fabric Paint Marker
94	Glass Lainer	Pidilite glass lainer
95		Camlin Glass lainer
96	Glass Colour	Pidilite glass colour
97	Cluth Pencil	Febarcastell clutch pencil 0.7
98		Camlin clutch pencil 0.7
99		clutch pencil "c" point camlin
100		clutch pencil "d" fine camlin
101		clutch pencil febarcastell T K Fine
102		Clutch Pencil 0.9 Rotring
103		Clutch pencil 0.5 Rotring
104		Clutch pencil 0.3 Rotring
105		Clutch pencil Zebra 0.3
106		Clutch pencil Stedlar 2mm
107		IIO clutch pencil 0.5
108		Koh hi noor Clutch Pencil 5.6 mm
109		Camel 0.5 Clutch Pencil
110		Fabercastel 0.5 Steadler Clutch Pencil
111		Fabercastel 0.7 Steadler Clutch Pencil
112	Clip	SDI 19 mm Binder Clip
113		SDI 25 mm Binder Clip
114		SDI 32 mm Binder Clip
115		SDI 41 mm Binder Clip
116	Erasers	Non dust Apsaara
117		Non dust Apsaara big
118		Non dust Febar castell
119		Camlin Eraser
120		Maped Eraser
121		Maped Eraser Colored
122		Colour Eraser Sebilo
123		Nouvel Eraser Kneaded eraser for charcoal
124		Sakura Nocks Eraser for pencil lead
125		Sakura Nocks Eraser for thread eraser
126	Glue stick	Glue stick pidilait (Fevistick) 8gms
127		Glue stick pidilait (Fevistick) 15gms
128		Fevi Stick pocket
129		Fevi Stick 15 gms
130	Glue	Deluxe Filter Glue ADD
131		Camel Paste 700 ml

132		Fevicol tube 100 gm
133		Fevicol Glue pen 30 gm
134		Fevicol Dabi 50 gm
135		Fevicol Dabi 15 gm
136		Fevicol Tube 10 gm
137		Fevicol Bottle 500 gm
138		Fevibond 40 ml
139		Fevibond 16 ml
140		Fevibond 8 ml
141		Feviglue 10 ml
142		Fevilight 6 gms
143		Feviquick 1 gm
144		Feviquick 500 mgm
145		Feviquick 3 gm
146		M Seal White
147		M Seal fatafat
148		M seal 50 gm
149	Thumb Pins	Push pins Plastic headed Corporate
150		Thumb pin brass headed Corporate
151		Thumb pin brass big headed Corporate
152		Thumb pin silver headed Corporate
153		Thumb pins coloured Corporate
154	Binder Clips SDI	Binder Clips sdi 19 mm
155		Binder Clips sdi 25 mm
156		Binder Clips sdi 32 mm
157		Binder Clips sdi 41 mm
158	U Pins	"U" Pins 26 mm Elephant
159		"U" Pins 28 mm Elephant
160		"U" Pins brass
161		"U" Pins coloured corporate
162	Pins	Elephant pins 70 gms
163		Noncorosebal pins 70 gms
164		T pins (push easy)
165		Thick Head Pins
166		Brass Pins
167	Inks	Camlin Photo colro ink set
168		Camlin water proff ink
169		Camlin water proff ink set
170		Camlin Fountain pen ink
171		Luxor Sketch pen ink
172		Stamppad ink
173		Parquet Fountain Pen Ink
174		Permanenet Marker Ink
175		Rotrin Ico Graph ink
176	Cello Tape	1/2" C ello tape small pidilite
177		Invisible Tape 50 mtrs 3M

178		1" Cello tape Wonder (transparent)
179		2" Cello tape wonder (transparent)
180		2" brown tape wonder
181		masking tape
182		1/2" transparent wonder cello tape
183	DST	6 mm DST wonder
184		9 mm DST wonder
185		1/2" DST wonder
186		12 mm DST wonder
187		1" DST wonder
188	Stapler Pin	Stapler Pin Kangaroo 10 No
189		Stapler Pin Kangaroo big 45 No
190		Zelan Clip Stapler Pin
191	Stapler	Stapler Kangaroo no 45
192		Stapler Kangaroo no 10
193		Zelan Clip Stapler
194	Protector	Omega D Protector
195		Omega D Protector big
196		a/4 size sheet protector
197		a3 sheet protector
198	Magnifying Glass	Magnifier Glass 5X
199		Magnifier Glass 7x
200		Magnifier Glass 2x
201		Magnifier Stip
202		Magnifier Stip Big
203		Lighted Magnifier 2X to 4X
199	Register	Register Cut size 2Q, 3Q, 4Q, 5Q
200		Register Full size 2Q, 3Q, 4Q, 5Q
201	Sketch Pen	Sketch pen loose (Faber Castell/ stick/ luxor)
202		Sketch Pen set 12 nos Faber Castell/ Luxor
203		Sketch Pen set 30 nos Faber Castell
204		Sketch Pen set 12 stic 12 nos.
205	Blow Pens	Koreas Blow Pen Set
206	Poster Colour	Stick color stick 12 jumbo pens set.
207		Luxor Chesiel tip colour pen
208		Bottle 20ml poster colour Camel
209		Set 6 no poster colour Camel
210		Set 12 no poster Colour Camel
211	Pencil Colour	Camlin Pencil Colour 12 Shed
212		Camlin Pencil Colour 24 Shed
213		Faber Castell pencil color 12 shed
214		Faber Castell pencil color 24 shed
215		Faber Castell water soluble 12 shed
216		Faber Castell water soluble 24 shed
217		Faber Castell water soluble 36 shed
218		Faber Castell water soluble 48 shed

219		Steadtler water soluble 24 shed
220		Steadtler water soluble 36 shed
221		Steadtler water soluble 48 shed
222	Scales	French Curve by Deepak
223		Steel Scale 24"
224		Steel Scale 12"
225		Steel Scale 6"
226		Plastic Scale 12" Fabersastell
227		Plastic Scale 6" Fabersastell
228		Plastic Scale 12" Deepak
229		Plastic Scale 24" Nalanda
230		Plastic Scale 24" Omega
231		Deepak Marking Parallel 31"
232		Nalanda Marking Parallel 31"
233		Nalanda Adjustable Set Square 12"
234		Deepak Adjustable Set Square 12"
235		Omega Set Square 12"
236		Omega Set Square 10"
237	Jackets	Plastic Jackets A4
238		Plastic Jackets A3
239		1/2 Imperial Plastic Jacket
240	Papers & Sheets	A/4 Size gateway sheet
241		A/3 Size gateway sheet
242		A/4 Size OHP Sheet
243		A/3 Size OHP Sheet
244		A/4 Size colour paper
245		A/4 Size colour card paper
246		A/3 Size colour paper
247		Black Card Paper
248		Black Mounting Board
249		Coloured Textured Sheet
250		Black Marble Sheet
251		Cartridge Sheet white full imperial
252		Cartridge Sheet white A3
253		Cartridge Sheet white A4
254		Cartridge Sheet white A2
255		Cartridge Sheet white Half Imperial
256		Colour handmade sheets
257		Ivory Sheet 300
258		Thin Ivory Sheet
259		Tracing Paper
260		Butter Paper
261		Backing Paper Duplex
262		Colour Card Sheet Tinted
263		Hand Made Sheet
264		White Textured Sheet

265		Off White Textured Sheet
266		Colour Card Textured
267		Poster Sheet
268		-----
269		-----
270	CD and Pen drive	CD Cover Simple Round
271		CDR Mozarbear
272		Pendrive Scandisk 16 GB
273		Pendrive Scandisk 32 GB
274		Pendrive Scandisk 64 GB
275		Pendrive Scandisk 128 GB
276		Pen drive HP 16 GB
277		Pen drive HP 32 GB
278		Pen drive HP 64 GB
279		Pen drive HP 128 GB
280		-----
281	Hardware Material	Brass Plate 12"X12" 20 gauge
282		Coper Plate 1"X1"
283		Aluminium Plate 12"X12" 20 gauge
284		Brass Rod 1 ft
285		Coper Rod 1 ft
286		Aluminium Rod 25mm sq X 100 mm L
287		Copper wire 35 gaze
288		Wooden Carving Set 6 nos
289		Wooden Carving Set 12 nos
290		Teak Wood 2"X2", 4"X4", 6"X6"
291		Hacksaw Blade
292		Jexo Blade Four Metal
293		Needle File Set
294		M Seals
295		Glue guns
296		Flat Files
297		Basterd Files
298		Needle Files
299		Sand Paper
300		Round files
301		Rivets
302	Brush	Camlin 66 no Round 000
303		Camlin 66 no Round 00
304		0
305		1
306		2
307		3
308		4
309		5

310		6
311		7
312		8
313		9
314		10
315		11
316		12
317		Camlin 66 no Felt 1
318		2
319		3
320		4
321		5
322		6
323		7
324		8
325		9
326		10
327		11
328		12
329		Captain Brush Flat Brush 1
330		2
331		3
332		4
333		5
334		6
335		Camlin Brush 54 0
336		1
337		2
338		3
339		4
340		5
341		6
342		Captain Brush 51 no set 1,3,5,7
343		Captain Brush 51 no set 0,2,4,6,
344		Hog hair flet brush 56
345		-----
346	File/ Folder	Solo Report File Folder
347		Simple File Plastic
348		Strip File Folder
349		1/3 Size Ring Binder
350		L Folder
351		Kobra File
352		Core Folder A4
353		Core Folder A3
354		Core half imperial folder
355		Boxfile ARO/Asiard

356		Plastic File
357		Clip File
358		Strip File Solo
359		Plastic File L folder (File Max)
360	Binding	Spiral Binding
361		Comb Binding
362	Lamination	Lamination A4
363		Lamination A3
364	Photocopy	Colour A4 Size Photocopy
365		Colour A3 Size Photocopy
366		Colour A4 Size Printout
367		Colour A3 Size Printout
368		A4 B/W Photocopy
369	Punching Machine	Kangaroo 480 punching Machine
370		Kangaroo DP 700 punching Machine
371		Kangaroo 600 punching Machine
372		Kangaroo single hole punching Machine
373	Highlighter	Fabercastle Highlighter
374		Fabercastle Highlighter Stick
375	Cutter	Cutter Nataraj Small
376		Cutter Small Artist
377		Cutter Big Artist
378		Cutter Big Heavy Duty Artist
379		Surgical Cutter with Blade
380		Cutter Normal Dali
381	Marker	Permanent Marker Camel
382		OHP Marker Fabercastel
383		Hi Lighter Fabercastel
384		Hi Lighter Luxor
385		Artline whiteboard marker
386	Graph Paper	A4 Size graph paper
387	Leads	0.5 lead fabercastel 2B, HB, H, 2H
388		0.5 lead Camlin 2B, HB, H, 2H
389		0.7 lead fabercastel
390		0.7 lead Camlin
391		0.3 lead steadler
392		2mm lead natraj
393		Colour lead 0.5 Uni
394		0.7 Steadler Lead
395		0.5 colour lead Uni
396	Compass	Rotring with Extension Bar
397		Standard Graph Compass
398		Italy Compass Box
399		Deepak Compass
400	Isographic pen	Rotring Pen 0.1
401		Rotring Pen 0.2

402		Rotring Pen 0.3
403		Rotring Pen 0.4
404		Rotring Pen 0.6
405		Linograph Pen 0.1
406		Linograph Pen 0.2
407		Linograph Pen 0.3
408		Linograph Pen 0.4
409		Linograph Pen 0.6
410	Duster	Plastic Omega Duster
411	Sharpener	Nataraj
412		Camel
413	Correction Ink	Camlin 30 ml
414		Kores Eraz Ex Correction Fluid and Diluter
415	Drawing Board	Imperial Board
416		Half Imperial Board
417		Geometry Box
418		Drafter
419		Drafting sheets
420	Textile Products	Threads CC537:C562
421		Yarns
422		Macroom Yarns
423		Cotton
424		Jute Yarns
425		Muslin Fabric
426		Embroidery threads
427		stitching threads
428		needles
429		embroidery hoops
430		Punching Needles
431		Carbon paper
432		tracing wheels
433		tracing chalks
434		ribbons
435		satin ribbons
436		fusing sheets
437		cancan fabric
438		Buttons
439		Lurex
440		Patterns making sets
441		Tailoring Scissors
442		Curving Tools
443		Quiling Paper
444		Quiling tools
445		Macromme Yarns
446		Sponge Sheets for quilting
447		Lip bums

448		Locks and Keys
449		Envelops
450		Metal ruller
451		Stationery Pouch
452		Ballons and candles
453		Sticker Lists
454		Gum bottles
455		Stamp Pads
456		Pen holders
457		Sticky notes
458		Elastic bands
459		A4 rims
460		A3 rims
461		news paper rolls and sheets
462		bond papers sheets

Electronics: LAN cord, Mouse, Calculator, Memory card, Pendrive, Card Reader.
All types of Recharge of every Network

Any new product to be sold on the shop is to be cross verified with Institute Administration.

(Signature with stamp of the authorised signatory)

SELF-DECLARATION-NO BLACK LISTING

(On the Letter Head of the bidder)

To The Director

National Institute of Fashion Technology Bhopal

Sir,

In response to the notice inviting Expression of Interest for establishment and operation of Art Stationery Shop at NIFT Bhopal, I/We hereby declare that presently I/We am/are having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/PSU/Autonomous Body.

We further declare that presently our firm.....is not black-listed and not declared ineligible for reasons other than corrupt & fraudulent practices by any State/ Central Government/ PSU/ Autonomous Body on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Date:

Place:

Authorised Signatory

(Signature with stamp of the authorised signatory)