

# HYDERABAD METRO RAIL LIMITED

(HMR, a State-owned Public Enterprise of Govt. of Telangana)



## e-procurement notice

Sub: HMR - Enquiry for procurement of printing and general stationery items - quotations called for - Regarding.

Ref: NIT No: 01/HMR/Engg/EE-IV/2016-17 dated: 28.04.2016

Please furnish your offer for the following materials, which shall be uploaded in the e-procurement site on or before the bid submission closing date i.e **03.05.2016 up to 3.30 PM** along with description, unit and rate.

Offers furnished within the scheduled time and date shall be opened on the same date **03.05.2016 at 4.00PM**.

Offer shall be submitted along with Earnest Money Deposit (EMD) of **Rs 2,500/-** by way of DD in favour of MD, HMRL.

### Bill of material

Sl. No.	Description	Unit	Quantity
1	A4 size Xerox Paper 75 GSM MODI/ Challenger	Ream	700
2	Legal size xerox paper 75 GSM MODI/ Challenger	Ream	25
3	Box Files	Nos	48
4	Cloth covers A3 size	Nos	100
5	File Pads	Nos	1000
6	Green Ball pens	Nos	50
7	High Lighter Pens	Nos	100
8	Letter heads (without name) As per Sample	Pack of 100	30
9	PP clear folders {F/s(60)}	Pack of 60	50
10	Scissors (Mumux # 1173)	Nos	20
11	Casio Calculator (MJ-120D)	Nos	12
12	Cutter knives	Nos	30
13	Correction pens	Nos	50
14	Fevi stick (15 Grams)	Nos	150
15	Flags (4 colours)	Packets	100
16	File covers-HMR (As per Sample)	Nos	1000
17	L-Folders-HMR (As per Sample)	Nos	500
18	Plastic scales	Nos	20
19	Pencils HB (Apsara)	boxes	50
20	Pointec Gel pens Blue	Nos	20

21	Punch (Single)	Nos	30
22	Cello Butterflow pens (blue, black & red)	Nos	500
23	Staplers small (115-1011)	Nos	20
24	Short hand note books (As per Sample)	Nos	20
25	Scribbling books(80pages) (As per Sample)	Nos	100
26	Stapler pins No 10	Nos	50
27	Scale (Metal)	Nos	20
28	Tags	Bundles	50
29	Transparent film sheets OHP	Pack of 100	20
30	Cello Tape one inch	Nos	10
31	Cello Tape half inch	Nos	20
32	Cello Tape two inch	Nos	20
33	White covers 9x4 (Each)	Nos	200
34	White covers 11x5 (Each)	Nos	500
35	Blue Gel Pens	Nos	30
36	Measuring tapes 5 mts	Nos	10
37	Green Gel Pens (Add Achiever)	Nos	20

#### Terms & Conditions

1. The rates quoted should be inclusive of all taxes.
2. Payment will be made on delivery of stationery items.
3. For further details, please contact EE-IV, Hyderabad Metro Rail Ltd, HMR Bhavan, Hyderabad.
4. The Managing Director, HMR reserves the right to cancel any or all the quotations received without any reasons.

  
 Executive Engineer-IV  
 Hyderabad Metro Rail