



W/8.5/2010

24 February 2010

Inviting annual sealed quotation

WHO Country Office in Bhutan is pleased to invite annual sealed quotation for the stationery, office consumables and uniforms as per the list below to the office of the undersigned on or before 10 March 2010 at 1500 hrs under the following terms and Conditions:

Terms & Conditions

- a. Rate quoted for Category A and B should be valid for one year i.e. till 31 December 2010.
- b. Supply order will be issued within the year – till 31 December 2010 depending on the need of the requirement of the office.
- c. The supplies should be made within one week after the issuance of the supply order.
- d. Unsealed quotation and not meeting the above mentioned submission date line and time will be rejected.

<u>Please quote the rate on this form only</u>		
Category A (no sample required)		Rate
1	A4 paper (box) (double A / HP) White	
2	A4 paper (box) (double A / HP) colour	
3	USB (16 GB) Kingston	
4	Cartridge (HP LaserJet P1008)	
5	Cartridge (Deskjet 1125C) Colour & Black	
6	UPS (1000v)	
7	Smart UPS 2200	
8	Calculator (Citizen CT-912)	
9	3-pin socket	
10	Tube light (Long)	
11	Pencil battery (size AAA/LR03/1.5) SANYO	
Category B (sample to be attached)		
1	Cello pen (dozen)	
2	Pencil (dozen)	
3	Correction fluid (pen)	
4	Note book (Small & Big)	
5	Stapler (medium)	
6	Highlighter	

7	Scissor (medium)	
8	Transparent cello tape (small)	
9	Post-it (different sizes)	
10	Plastic folder - with colours	
11	Multiplug (flat and round)	
12	Duster cloth	
13	Flexible Pipe (1/2" / 3/4" / 1") one role	
Category C		
1	Gho (wollen) with sample	
2	Gho (terry cotton) with sample	
3	Tego for man	
4	Shoes (hush puppy)	
5	Stocking (Gold toe)	
6	Payjama (sample to be attached)	

Authorized signature: _____

Company : _____