



# MEHSANA DISTRICT CO-OPERATIVE MILK PRODUCERS' UNION LIMITED

MEHSANA 384002 India  
Phone: 02762-253201 TO 253205  
**REQUEST FOR QUOTATION**

(ISO Doc No : )

<b>One Time Vendor</b>	<b>4000010</b>	<b>RFQ No.:</b>	M610192863	Date: 17.02.2024
India		<b>Collective No.:</b>	0000309394	
		<b>Doc. Type:</b>	ZR01 Manual RFQ - Mat	
		<b>POrg:</b>	MP00 Central PORG-Mehsana	
		<b>PGroup:</b>	M09 Other Mtl Purchase	
		<b>Quotation Deadline:</b>	24.02.2024	
		<b>Our Reference:</b>	PR1200585840	
		<b>Created By :</b>	GEN. DMD PURCHASE	
<b>Your GSTN :</b>		<b>Our GSTN :</b>	<b>6AAAAM0329F2Z3</b>	

Dear Sir,

We invite quotation for supply of following items:

**Subject:** Purchase Enquiry for Materials

Sr. No.	Material	HSN/S AC	Short Text	Qty	OUn	Delivery Date	Plant	Mat. Grp
1	8000062	830590 20	STATIONERY SIMPLE SPRING FILE	100	EA	25.03.2024	MM02	CM0000007
2	8000061	482010 10	STANRY,BOX FILE,SMALL	100	EA	25.03.2024	MM02	CM0000007
3	8002353	821410 10	STANRY,PAPER,CUTTER NATRAJ HANDY CUTTER	100	EA	25.03.2024	MM02	CM0000007
4	8002347	391990 90	Cello tape 12 inch Big Size	100	PAC	25.03.2024	MM02	CM0000007
5	8002347	391990 90	Cello Tape Small Size 1 Inch	50	PAC	25.03.2024	MM02	CM0000007
6	8000209	482000 00	STNRY WHITE BOARD MARKER PEN/CELLO	30	PAC	25.03.2024	MM02	CM0000007
7	8000026	960899 10	PERMANENT MARKER PEN,BLACK;KORES/CELLO	100	EA	25.03.2024	MM02	CM0000007
8	8000809	847030 00	STANRY,CALCULATOR,CITIZEN,10 DIGIT	20	PAC	25.03.2024	MM02	CM0000007
9	3140946	300450 90	Cutting Sessior Big Size	30	EA	25.03.2024	MM02	SPM000025
10	8000025	960891 99	STANRY,PEN,BLUE,REFILLABLE	100	EA	25.03.2024	MM02	CM0000007
11	8001224	830590 20	PLASTIC FOLDER 'L' TYPE, CLIER	50	EA	25.03.2024	MM02	CM0000007
12	9003744	392690 99	Sheet Protector Nos.100	100	EA	25.03.2024	MM02	CM0000013
13	8000015	481960 00	SS ruler patti	15	EA	25.03.2024	MM02	CM0000007
14	9003744	392690 99	Card Board With Clamp	20	EA	25.03.2024	MM02	CM0000013
15	8000185	482010 90	BIG OFFICE REGISTER,8 X 13IN,200	50	PAC	25.03.2024	MM02	CM0000007
16	8000001	350699 99	GLUE STICK	30	EA	25.03.2024	MM02	CM0000007
17	8001051	960891 99	PANCIL BOX NATRAJ	30	PAC	25.03.2024	MM02	CM0000007
18	8001224	830590 20	PLASTIC FOLDER 'L' TYPE, CLIER	50	EA	25.03.2024	MM02	CM0000007

Goods to be supplied subject to terms and conditions as per enclosed Annexure/s.

Please ensure that your sealed quotation reach us before deadline date, complete with necessary annexure.

**Thanking You,**

**For, Purchase Department**  
**MEHSANA DISTRICT CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**



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(ISO Doc No : )

**RFQ: M610192863**

**Annexure : 1**

**Date: 17.02.2024**

## Delivery Location, Item Classification and Item text

Item	Material	Material Description
1	8000062	STATIONERY SIMPLE SPRING FILE
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
2	8000061	STANRY,BOX FILE,SMALL
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
3	8002353	STANRY,PAPER,CUTTER NATRAJ HANDY CUTTER
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Cutter Big Size Nos.50 & Small Size Nos.-50	
4	8002347	Cello tape 12 inch Big Size
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Cello tape 12 inch Big Size	
5	8002347	Cello Tape Small Size 1 Inch
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Cello Tape Small Size 1 Inch	
6	8000209	STNRY WHITE BOARD MARKER PEN/CELLO
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
7	8000026	PERMANENT MARKER PEN,BLACK;KORES/CELLO
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
8	8000809	STANRY,CALCULATOR,CITIZEN,10 DIGIT
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
9	3140946	Cutting Sessor Big Size
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Cutting Sessor Big Size	
10	8000025	STANRY,PEN,BLUE,REFILLABLE
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Additional Inform: WITHOUT PRINTING	
11	8001224	PLASTIC FOLDER 'L' TYPE, CLIER
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
12	9003744	Sheet Protector Nos.100
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Sheet Protector Nos.100	
13	8000015	SS ruler patti
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	SS ruler patti nos.15	
14	9003744	Card Board With Clamp
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	Card Board With Clamp	
15	8000185	BIG OFFICE REGISTER,8 X 13IN,200
	Plant: MM02	Manufacturing Plant, Manesar Dudhmansagar Dairy,Plot No. 26-D, Sector 3,Manesar,122050
	register big size 300 pages	



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<b>RFQ: M610192863</b>		<b>Annexure : 1</b>
<b>Date: 17.02.2024</b>		
16	8000001	GLUE STICK
Plant: MM02 Manufacturing Plant, Manesar Dudhmansagar Dairy, Plot No. 26-D, Sector 3, Manesar, 122050 glue stick		
<b>Item</b>	<b>Material</b>	<b>Material Description</b>
17	8001051	PENCIL BOX NATRAJ
Plant: MM02 Manufacturing Plant, Manesar Dudhmansagar Dairy, Plot No. 26-D, Sector 3, Manesar, 122050 Pencil Box pkt.30		
<b>Item</b>	<b>Material</b>	<b>Material Description</b>
18	8001224	PLASTIC FOLDER 'L' TYPE, CLIER
Plant: MM02 Manufacturing Plant, Manesar Dudhmansagar Dairy, Plot No. 26-D, Sector 3, Manesar, 122050 Kindly Contact Mrs.Sunita Patel 8527013399 [for Material Detail, OSP Job & Technical Discussion only]		
Kindly send quotation on email id:-pur_dudhmansagar@yahoo.com		
Material delivery location: Mehsana District Co-op. Milk Producers' Union Ltd. DUDHMANSAGAR DAIRY Plot No - 26 / D, Sector - 3, I.M.T., Manesar - 122050. Dist: Gurgaon, (Haryana) Phone No. - 0124-4631621,620 Fax No. - 0124 - 4631696 Email - pur_dudhmansagar@yahoo.com		
<b>INSTRUCTIONS FOR SENDING QUOTATIONS (RFQ)</b> -----		
Prior vendor registration is preferable but not necessary for sending quotation. Vendor can send quotations in hard copy (preferably) at following address to reach Mehsana Union before quotation deadline mentioned in RFQ. Vendor must write Collective Number and RFQ No. on cover page of envelope. Collective Number and RFQ No. are given in right corner of first page of RFQ. Address for sending quotation: Purchase Section Mehsana District Co-operative Milk Producers Union Ltd. Dudhsagar Dairy, Highway, Mehsana PIN- 384002		
Alternatively, vendor can send quotations to specific email ID mentioned in last page of RFQ before quotation deadline. Email ID is different for different RFQ. Vendor should not send quotations on any other email IDs otherwise, quotation may not get considered. Vendor must write Collective Number and RFQ No. on subject line of their quotation email.		
Quotation should be on letter head of the vendor duly signed as email attachment mentioning basic rate (including P&F, freight, transit insurance etc.) and GST. Any quotation having P&F, freight, transit insurance etc. mentioned extra at actual may not get considered.		
Above terms will be applicable for our all departments and locations i.e for Mehsana, Vihar, Hansapur (Patan), Harij, Kadi, Kheralu, CFP Ubkhal, CFP Jagudan, PSK Jagudan, MIDFT, DMD- Manesar, DHD- Dharuhera & DSN.		
<b>TERMS AND CONDITIONS OF SENDING QUOTATIONS</b> -----		
For detailed instructions and terms and conditions of sending quotation kindly refer 'Quotation or RFQ Terms & Conditions' on our website: <a href="http://www.dudhsagardairy.coop/tenders/">http://www.dudhsagardairy.coop/tenders/</a>		
<b>TERMS AND CONDITIONS OF PURCHASE ORDERS</b> -----		
For detailed terms and conditions of purchase orders kindly refer 'PO Terms & Conditions' on our website: <a href="http://www.dudhsagardairy.coop/tenders/">http://www.dudhsagardairy.coop/tenders/</a>		