

AMDA Nepal
Gokarneshwar-6, Jorpati, Kathmandu
Quotation of Office Supplies/Printing Items

Bidders/Suppliers:

Suppliers Name:

Contact Number :

Address:

PAN/VAT No :

SN	Item Name	Specification	Estimated Rate (with VAT)	Unit	Quantity (A)	Manufacturer Company	Made In	Unit Price (B)	VAT (If applicable) C	Total Price per unit D=(B+C)	Total Amount (E=AxD)	Remarks
Group B (Stationaries)												
1	Banding Clip	Small (12 Pcs/Pkt)	90/Pkt	Pkt	15							
2	Banding Clip	Medium (12 Pcs/Pkt)	120/Pkt	Pkt	15							
3	Paper Clip	Plastic Coated, Color	70/Pkt	Pkt	10							
4	Pen Drive	16 GB	600/Pc	Pcs	5							
5	Pen	Pilot	150/Pc	Pcs	12							
6	Spiral Note (A5)	Hard Cover at least 100gm	45/Pc	Pcs	150							
7	Photoopy Paper	A4 Size, Double A, 80 Grms	590/Pc	Ruim	20							
8	Roll Paper	2 ply, 3 Inch	650/Roll	Roll	6							
9	Scale steel	12 inch	60/Pc	Pcs	5							
10	Tape Cello	Good Quality	35/Pc	Pcs	10							
11	Tape Electric	1 Inch	25/Pc	Pcs	6							
12	Tape Masking	Good Quality	90/Pc	Pcs	6							
13	Color Paper	A4 Size, Thik, Different Color	650/Pkt	Pkt	5							
14	My Clear Bag	Good Quality (Hard)	40/Pc	Pcs	100							
15	Calulator	Good Quality	1000/Pc	Pcs	3							
16	Printer Cartridge	Epson LQ 310 Cartridge	3000/Pc	Pcs	2							
Total Amount												
Amount in word:												

Note:

- * Validity: Quotation shall remain valid for one month.
- * Price: Door delivery price in Nepali currency.
- * Delivery Site: As specified in purchase order.
- * Taxes and Duties: All government taxes are included in the amount quoted above.
- * Payment: Payment will be accepted by A/C payee cheque after complete delivery of goods and invoices.

Authorised person Name

Position

Signature

Stamp of the company/firm

Date