



# Rajasthan State Mines & Minerals Limited

(A Government of Rajasthan Enterprise)

**Registered Office**

C89-90, Lal Kothi Scheme, Janpath

Jaipur (Rajasthan)India

Ph.:+91-141-2743734, 2743934

Fax: +91-141-2743735

**CIN No.: U14109RJ1949SGC000505**

**Corporate Office**

4, Meera Marg,

Udaipur – 313 001

Ph.: -91-294-2428768, 2428763-67

Fax: +91-294-2428768, 2428770, 2428739

e-mail [naveengupta.rsmml@rajasthan.gov.in](mailto:naveengupta.rsmml@rajasthan.gov.in)

website: [www.rsmm.com](http://www.rsmm.com)

**PAN No : AAACR7857H**

**GSTIN No. 08AAACR7857 H1Z0**

Ref. No. : RSMM/CO/MM/2024-25/

Date: 30.04.2024

M/s

Sub: Supply of photocopier papers at our Corporate Office, Udaipur.

Dear Sirs,

On the subject to above, you are requested to please forward your offer and prices for supply of various types of photocopier papers at our Corporate Office, 4- Meera Marg, Udaipur as per attached Annexure-A & B and terms & conditions as below:

- 1. Price Basis and Place of delivery:** The rates should be on f.o.r. at our Corporate Office, Udaipur basis inclusive of all taxes, duties, packing, forwarding and any other delivery charges up to destination.
- 2. Delivery Period:** Earliest possible delivery period may be offered.
- 3. Inspection & Consignee:** Inspection to be carried out at consignee as below-  
ED (Admn.) or his authorized officer,  
M/s Rajasthan State Mines & Minerals Limited,  
4, Meera Marg,  
Udaipur – 313 001. (Rajasthan).
- 4. Payment Terms:** 100% payment within 30 days after receipt and acceptance of material.
- 5. Paying Authority:** F.A., CO, RSMM Ltd, 4-Meera Marg, Udaipur.
- 6. Validity of Offer:** 60 Days.

You are requested to forward your offer as per terms & conditions as mentioned above but before 03.05.2024.

(L.S. Sardalia)  
GGM (MM)

**CHECK LIST TO SPECIFICATIONS**  
(To be submitted alongwith part – I of the offer)

S. N.	Description of paper	Qty. in reams	Tick the offered make and Quality	Offered make & Quality
1	Photocopier Paper of <b>75 GSM- Size -A4 White Colour</b> 21cm x 29.7 cm  (500 sheets in each Ream)	100	<b>JK Copier (Red packing)/ Xerox Challenger</b>	
2	Photocopier Paper of <b>75 GSM- Size-FS White Colour</b>  <b>(Full Scape)</b> 21.5 cm x 34.5 cm  (500 sheets in each Ream)	10	<b>JK Copier (Red packing)/ Xerox Challenger</b>	
3	Photocopier Paper of <b>75 GSM- Size- A4 Yellow Colour</b> 21cm x 29.7 cm  (500 sheets in each Ream)	10	<b>JK / Xerox / Tarang</b>	

**Note- Tenderers are requested to tick the offered papers out of makes & Quality details mentioned above only. In case tenderer offers items, other than details above, same will not be considered.**

Signature of Tenderer with official stamps

Date & place

**ANNEXURE -"B"****PRICE-BID**

S.N.	Description, Make & Size	Basic price per Ream (in Rs)	Packing, forwarding, freight, Insurance & any other delivery charge	IGST @	SGST @	CGST @...	Total f.o.r. destination price per Ream (in Rs)
	a	b	c	d	e	f	g
1	Photocopier Paper of 75 GSM- Size- A4 White <b><u>Item no. 1 of Annexure-A</u></b>						
2	Photocopier Paper of 75 GSM- Size-FS White <b><u>Item no. 2 of Annexure-A</u></b>						
3	Photocopier Paper of 75 GSM Size-A4 Yellow <b><u>Item no. 3 of Annexure-A</u></b>						

**Note:** i) Please quote the duties and taxes as per applicable rate (on the date of opening of Part-I of the offer) & mention herein above.  
ii) If any particular item is not applicable, please write "Not Applicable".

Date &amp; place

Signature of Tenderer with official stamps