

Dr Y S Parmar University of Horticulture & Forestry, Nauni, Solan-173230 (HP)

Office of Comptroller

"Central Store"

No.UHF/Compt.CS.4-19/2023-24/- 3364-3417

Dated: 07/08/2024

From:

Comptroller

To

1. All the Statutory Officers, UHF, Nauni, Solan.
2. The Dean, College of Horticulture & Forestry, Neri, Distt. Hamirpur (HP).
3. The Dean, College of Horticulture & Forestry, Thunag, Distt. Mandi (HP).
4. All the Professor & Heads/Heads of the Departments, UHF, Nauni, Solan (HP).
5. All the Associate Directors/Programme Coordinators/Scientist Incharge, Out-Stations/KVKs.

Subject: Rate Contract of stationery & Miscellaneous Items for a period of one year valid upto 31<sup>st</sup> July, 2025.

Sir/Madam,

The Hon'ble Vice Chancellor on the recommendations of the Central Purchase Committee has approved the rates for the rate contract of Stationery & Miscellaneous Items for a period of one year valid upto 31<sup>st</sup> July, 2025 as detailed below:

1. M/s HS Traders, # 20, New Guru Amar Dass Nagar, Jalandhar-144008 (PB) Mob. (0181-5003630, 79865-85898, 94177-12767) E-mail: hstraders09@gmail.com.

Sr. No.	Name of the item with description	Approved Rate Plus GST extra as applicable
1.	Ball Pens (ordinary) without print	Rs. 5/- (Ridleys N Joy Bold Rs. 5/- (saini top-10)
2.	Ball Pens Gel	i. Rs. 8.00 (Cello) ii. Rs. 8.00 (Hauser XO)
3.	Cello tape transparent ½"	Rs. 6.75 (Sunsui (50 Mtr)
4.	Cello tape transparent 1"	Rs. 14.75 (Gravar 50 Meter)
5.	Cello tape transparent 2"	Rs. 23.00 (Premier Wonder50 Miter)
6.	Binding tape 2" (different colors)	Rs. 36/- (Cello 65 Meter)
7.	Paper Tap ½"	Rs. 36/- (Odddy)



8.	Computer paper 75 gsm (both sides perforated) 10 x 12 x 1 part	Rs. 945/- (Data Print) 1000 Sheet
9.	Computer paper 75 gsm (both sides perforated) 10 x 12 x 2 parts	Rs. 1190/- (Data Print) 1000 Sheet
10.	Computer paper 75 gsm (both sides perforated) 15 x 12 x 1 part	Rs. 1475/- (Data Print) 1000 Sheet
11.	File cover laminated/plain) 25cms x 35 cms. {with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan} i. Medium	Rs. 9/- Unbranded, (M)
12.	File tags white (small) Thin approximately 7"(quantity/no. of laces in bunch may also be mentioned)	Rs. 70.00 (Deeco) 200 Pcs per bunch
13.	Foot rule (scale) i. Steel	i. Rs. 22.00 (Jaxon) Steel
14.	Note sheet pad (green) 20.5cms x 33 cms	Rs. 91.80 (Unbranded)
15.	Photostat paper A3 size 75gsm	Rs. 490.00 (J.K)
16.	Dak pad i. Leather ii. Executive	Rs. 78.00 (Leather & Executive)
17.	Green paper (legal size)	Rs. 258/- (Blarpur)
18.	Staple machine No.10	Rs. 42/- (Kangaroo)
19.	Ruled Register 10 quire 18cms x 29 cms	Rs. 219/- (Royal)
20.	Ruled Register 10 quire green ledger paper 21 x 33.5 cms	Rs. 950/- (Rana/Royal)
21.	Stamp pad ink (Indigo)	Rs. 12.50 (Fiber Castle)
22.	Sketch pen	Rs. 22/- (Luxor)
23.	Permanent markers i. Thick Tip	Rs. 08/- (Luxor)
24.	Attendance Register 2 quire	Rs. 119/- (Royal)
25.	File folders PVC (L & U Shape) i. Ordinary ii. Executive	Rs. 7/- (Aerotix L shape (O)) Rs. 69/- Benelux (E)
26.	Chart paper foolscap	Rs. 6.50/-
27.	Punch Dispenser single	Rs. 74/- (Kangaroo) SHP-20
28.	Colour photocopy paper 75 gsm	Rs. 262/- (JK)
29.	Yellow stick pads (Post It Slips) 4"	Rs. 28/- (Aerotix)

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30.	Yellow stick pads (Post It Slips) 1"x 3"x 3"	Rs. 20/- (Aerotix)
31.	Dumper	Rs. 16/- (Kissan)
32.	Service books i. Without cover	Rs. 170/- (Sareen)
33.	Pen Drive i. 16 GB ii. 32 GB iii. 128 GB	i. Rs. 265/- (Sandisk/HP) ii. Rs. 290/- (Sandisk/HP) iii. Rs. 450/- (Sandisk/HP)
34.	Toner cartridges (Compatible ) HP-12A, 88A, 36A, 78A, 110A, 137A Canon-925A, 925, TN-2365 Brother, etc.)	(Compatible)
	110A	410/-
	137A	410/-

2. M/s Deep Enterprises, Manohar Complex, Nauni, Solan (HP) 173 230  
Mob.: 94181-32586.

Sr. No.	Name of the item with description	Approved Rate Plus GST extra as applicable
1.	Ball Pens (ordinary) without print	Rs. 4.30 Doms (Only blue) Rs. 4.25 Nataraj Rs. 4.20 Win Tick (only blue)
2.	Ball point pen (Cello/ Maxwriter/ Classmate/ Linc Power Flo etc.)	i. Rs. 8.00 Megatop ii. Rs. 7.70 Extramile iii. Rs. 8.00 Hauser iv. Rs. 20.45 Reynolds Jetter v. Rs. 7.99 Pentonic
3.	Ball Point Pen Refills (For Pens at Sr. No. 2)	Rs. 4.00 Maxwriter/ Extramile/
4.	Ball Pens Gel	i. Rs. 4.23 Reynolds Jiffy ii. Rs. 8.00 Reynolds – Racer Gel iii. Rs. 12.00 Flair Techno iv. Rs. 8.00 Pentonic
5.	Pocket pens Jotter ordinary	Rs. 17.50 Reynold Jetter
6.	Foot rule (scale) i. Plastic	i. Rs. 8.40 Artline – Plastic
7.	Hi-liter pens (different colours)	Rs. 13.70 Luxor
8.	Glossy paper A4 size	i. Rs. 150.00 Oddy – 180 GSM

*Handwritten signature*



9.	Dak pad i. Standard Foam	Rs. 280.00 Standard Foam
10.	Rubber (Eraser)	i. Rs. 0.90 Nataraj Plasto
11.	CD/DVD covers	i. Rs. 10.00 PVC
12.	Stapler machine 24/5	i. Rs. 115.50 Kangaroo HD-45
13.	Staple pins No.10	Rs. 6.50 Kangaroo
14.	Transparency 75 microns	Rs. 225.00 Oddy
15.	Permanent markers i. Fine Tip	Rs. 7.00 Luxor
16.	File folders PVC (L & U Shape) i. Ordinary (L-Shape)	Rs. 7.00 L-Shape Folder Sun
17.	Yellow stick pads (Post It Slips) 2"x 3"	Rs. 19.00 Boss.
18.	Dumper	i. Rs. 16.00 Kyati
19.	Antivirus	
	Quick Heal Pro	Rs. 425.00 1 user
		Rs. 930.00 3 user
	Quick Heal Total Security	Rs. 845.00 (1 user)
		Rs. 2005.00 (3 user)
		Rs. 2940.00 (5 user)

3. M/s Himachal Traders, Opposite Children Park, The Mall Solan (HP) Phone: 01792-225042, 230342 Mob.: 70186-04136.

Sr. No.	Name of the item with description	Approved Rate Plus GST extra as applicable
1.	Bodkins (Sua) i. Wooden handle	i. Rs. 17.00 (National) Wooden
2.	Ball Pens (Ordinary) with print of University Logo & Name of University i.e Dr. Y S Parmar, UHF, Nauni-Solan	i. Rs. 7.60 (Flair Carbonix)
3.	Ball Pens (ordinary) without print	Rs. 4.60 (Flair) Rs. 3.25 (Natraj) Rs. 5.40 (Hauser)

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4.	Ball point pen (Cello/ Maxwriter/ Classmate/ Linc Power Flo etc.)	i. Rs. 7.60 (Flair) ii. Rs. 7.60 (Cello butterfly) iii. Rs. 20/- (Reynolds)
5.	Ball Point Pen Refills (For Pens at Sr. No. 4)	Rs. 4/- (Cello Maxriter)
6.	Ball Pens Gel	Rs. 4.60 (Netraj) Rs. 7.90 (Flair) Rs. 8/- (Cello) Rs. 11.80 (Hauser)
7.	Pocket pens Jotter for VVIP with print of University Logo & Name of University i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs.20/- (Reynold)
8.	Refills Jotter (Red & Blue) for the pen at Sr. No. 13	Rs. 8.40 (Reynold)
9.	Uniball Pen (Blue, Red, Black, Green)	Rs. 55.00 (Uniball)
10.	Binding tape 2" (different colors)	Rs. 27.00 Standard 45 mtrs.
11.	Slip pads ruled No.33 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 17.00 Neelgagan
12.	Slip pads No.11 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 10.00 Neelgagan
13.	Slip pads No.44 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 25.00 Neelgagan
14.	Envelopes white 6"x 3"	Rs. 615.00 Sweta (Packet of 1000 Envelopes)
15.	Envelopes white 10" x 5"	Rs. 1015.00 Sweta (Packet of 1000 Envelopes)
16.	File laces white (long) Thick approximately 28"(quantity/no. of laces in bunch may also be mentioned)	Rs. 57.00 Sweta (Bunch of 100 Laces)
17.	Foot rule (scale) i. Plastic	Rs. 8.40 Natraj 12" (30cms) Plastic
18.	Fevistic tube (8 gms)	Rs. 13.00 Saya
19.	Lead pencil	Rs. 3.50 Natraj
20.	Pin cushion (plastic)	Rs. 18.00 Omex
21.	Pilot pens (blue/black/green/red) i. V5 ii. V7	Rs. 50.00 Luxor/ Pilot Rs. 50.00 Luxor/ Pilot
22.	Checking pencils (Red/Green/ Blue)	Rs. 5.70 Natraj
23.	Paper cutter	Rs. 7.10 Polo (Medium) Rs.17.50 Polo/ Sigma (Big)

*Handwritten signature/initials*



24.	Photostat paper A4 size 75gsm	Rs. 250.00 JK/ Trident (Packet of 500 sheets)
25.	Photostat paper A4 size 70gsm	Rs. 230.00 JK/ Trident (Packet of 500 sheets)
26.	White fluid correction pen	Rs. 17.00 Flair
27.	Wooden dusters for blackboard	Rs.17.00 Haathi
28.	White Chalk (dustless)	Rs. 57.50 Kores (Packet of 144 Chalk Sticks)
29.	Coloured Chalk (dustless)	Rs.77.00 Kores (Packet of 144 Chalk Sticks)
30.	Dak pad i. Executive	Rs. 490.00 Sigma Rolex
31.	CD/DVD covers	Rs.10.00 Deeco (Plastic)
32.	Candles 9"	Rs. 15.00 Ravi Candles
33.	Sealing wax (400 gm packet)	i. Rs.55.00 Standard 300 gm
34.	Staple pins 24/5	Rs.14.80 Kangaro (Packet of 1000 Pins)
35.	Stapler Machine Kangaroo FL-12M24	Rs.1530.00 Kangaro
36.	Stapler Pin No. FL-12M24	Rs.58.00 Kangaro
37.	Ruled Registers 2 quire 18cms x 29cms	Rs.48.00 Neelgagan
38.	Ruled Register 4 quire 18cms x 29 cms	Rs.95.00 Neelgagan
39.	Ruled Register 6 quire 18cms x 29cms	Rs.145.00 Neelgagan
40.	Ruled Register 8 quire 18cms x 29 cms	Rs.205.00 Neelgagan
41.	Sketch pen	Rs.12.30 Doms Rs. 22.00 Luxor
42.	Permanent markers i. Fine Tip	Rs. 7.00 Cello
43.	White board marker	Rs.14.40 Luxor
44.	Attendance Register 4 quire	Rs.205.00 Neelgagan
45.	File folders PVC (L & U Shape) i. Ordinary ii. Medium iii. Executive	Rs.7.00 WorldOne Rs.29.00 Trio Rs.60.00 Aris
46.	Chart paper foolscap	Rs.6.50 West Coast (22" x 28") (55 cms x 73 cms) (Different Colors)
47.	Punch Dispenser double	Rs.75.00 Kangaro
48.	Yellow stick pads (Post It Slips) 4"	Rs. 28.00 Bambalio
49.	Yellow stick pads (Post It Slips) 2"x 3"	Rs.19.00 Bambalio



4. M/s Solan Digiteria , Bhagnal Complex, Kotla Nala, Solan (HP) 173 212  
Ph.: 01792-220110 Mob.: 98570-3009.

Sr. No.	Name of the item with description	Approved Rate Plus GST extra as applicable
1.	Pen Drive i. 8 GB ii. 64 GB	i. Rs. 200.00 (SanDisk/HP/KDM) ii. Rs. 338.98 (SanDisk/HP/KDM)
2.	Toner cartridges (Compatible ) HP-12A, 88A, 36A, 78A, 110A, 137A Canon-925A, 925, TN-2365 Brother, etc.)	(Compatible) (Produt/Consistent/Image King/PRM/Zebtronics)
	12A	Rs. 364.04
	88A	Rs. 364.04
	36A	Rs. 364.04
	78A	Rs. 364.04
	Canon 925A	Rs. 381.35(Canon))
	Canon 925	Rs. 381.35 (Canon))
	Brother TN -2365	Rs. 508.47(TN-2365 (Brother))
3.	Refilling of Toner Cartridges of Printers	
	12A	Rs. 190.67
	88A	Rs. 190.67
	36A	Rs. 190.67
4.	Cell for Wall Clock, Key board, Mouse etc. (Ordinary)	Rs. 7.20 (Wall Clock) Rs. 7.20 (Keyboard/Mouse)
5.	Cell for Wall Clock, Key board, Mouse etc. Dura Cell, Like	Rs. 18.64.00 (Wall Clock) Rs. 18.64 (Keyboard/Mouse)

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5. M/s Awasthi Global Links, Nauni, Solan (HP) 173 230 Ph.: 01792-252996, Mob.: 94184-89178.

Sr. No.	Name of the item with description	Approved Rate Plus GST extra as applicable
1.	Ball Pens (ordinary) without print	Rs. 4.75 (Cello, Omega)
2.	Ball point pen (Cello/ Maxwriter/ Classmate/ Linc Power Flo etc.)	Rs. 7.50 (Maxwriter) Rs. 8.00 (Unomax Click) Rs.8.20 (Unomax 2X) Rs 18.00 (Writometer (Flair))
3.	Binding tape 3" (Different colors)	Rs. 40.00
4.	Slip pads ruled No.33 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 17.00 (Surya)
5.	Slip pads No.22 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 14.00 (Surya)
6.	Spiral Slip pads ruled No.33 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 15.00 (Surya)
7.	Spiral Slip pads No.22 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 13.00 (Surya)
8.	Spiral Slip pads No.44 (40 leaves) with print of University Logo & name of Univ. i.e Dr. Y S Parmar UHF, Nauni-Solan	Rs. 26.00 (Surya)
9.	Envelopes white 7"x 5"	Rs. 700.00 (T.M.) 1000 Pcs.
10.	Envelopes white SE6 (9" x 4")	Rs. 900.00 (T.M.) 1000 Pcs.
11.	Envelopes (file size) inside laminated	Rs. 4.10 (Yellow) Per Piece.
12.	Envelopes white A4 size inside laminated	Rs. 3.00 (White) Per Piece
13.	Gum pots (150 ml)	Rs. 14.50 (Luxor)
14.	Glossy paper A4 size	i. Rs. 126.00(Kodak) 130 GSM ii. Rs. 146.00 (Kodak) 150 GSM
15.	Ruled paper 16"x 26/2"	Rs 360.00 (Ruled)
16.	White paper 16" x 26/2"	Rs. 350.00 (White)
17.	Stamp pad	Rs. 25.00 (Polo)
18.	Transparency 100 microns	Rs. 250.00 (Kodak/Dsmat)
19.	Transparency 175 microns	Rs. 510.00 (Kodak/Dsmat)
20.	File Folder Leather	Rs. 215.00 (Jute Bag) Rs. 280.00 (Jute Bag)
21.	File folders PVC (L & U Shape) i. Ordinary	Rs. 7.00 (Ordinary L Shape)


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## TERMS AND CONDITIONS:

1. The rate contract will remain valid upto 31.07.2025 from the date of award.
2. The supplies will have to be affected FOR destination (upto store section) including the outstations of the University located in all the districts of Himachal Pradesh). In the event of his failure to do so, a penalty of 5% will be charged by the Indenting Officer from the concerned firm on this behalf.
3. One set of sealed and signed sample will be kept with the approved firm as counter samples and another set retained in the Store Branch of Comptroller's Office.
4. All item/ goods must be dispatched within fifteen days of the receipt of supply orders. The departments and outstations will assess their quarterly requirements and place the supply orders accordingly.
5. The payments will be released *within one month* against the physical delivery of store/supply duly supported with satisfactory inspection.
6. In case of failure of the firm to execute the ordered items or violation of the terms and conditions, the university will be at liberty to cancel the order and make distress purchase from other sources at the risk and cost of the rate contract firm. The university will also be at liberty to forfeit the Earnest Money of the firm and/or blacklist the firm from the university store purchase activities.
7. The Earnest money of the successful firm will be released after three months from the date of expiry of contract or after the dated of satisfactory completion of the rate contract and receipt of certificates in this regard from the university departments/offices/outstation.
8. Any discrepancies arising out of the rate contract will be referred to the Comptroller, UH&F, Nauni who will take necessary remedial action, as deemed fit.
9. The University will be at liberty to annul the rate contract of one or all firms at any time. The decision of the Hon'ble Vice-Chancellor of the University will be final and binding on all parties.
10. All disputes relating to this rate contract shall be settled within Solan jurisdiction. The University reserves the right to hold negotiations for rates with any or all the firms.

Yours faithfully,

 07/08/24  
Comptroller

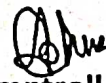


Endst. No. Even: 3364-3417

Dated: 07/08/2024

Copy of the above is forwarded to the following:

1. The Deputy Controller (Audit), UH&F, Nauni-Solan.
2. The Section Officer (Budget), UH&F, Nauni-Solan.
3. The Superintendent, Internal Inspection Wing, UHF, Nauni-Solan.
4. M/s HS Traders, # 20, New Guru Amar Dass Nagar, Jalandhar-144008 (PB).
5. M/S Deep Enterprises, Manohar Complex, Nauni Solan.
6. M/s Himachal Traders, Opposite Children Park, The Mall Solan, District Solan (HP).
7. M/s Awasthi Global Links, Nauni-Solan (HP).
8. Incharge, CIC, UHF, Nauni-Solan with the request to upload the same on official website of the University.
9. M/s Solan Digiteria, Bhagnal Complex, Kotla Nala, Solan (H.P.) 173212.

 07/08/24  
Comptroller