



ཕུག་ཁ་བུ་མཉམ་པའི་འཛུགས་པོ་

## BHUTAN KIDNEY FOUNDATION

Tax Exemption Letter No: DRC-TAX/A&L/Ex(A)2012-2104  
Registration: CSOA/PBO-23

BKF/Acc-7/2026/

21<sup>st</sup> January 2026

Thimphu: Bhutan

### **Subject: Annual Quotation**

Sir/Madam,

The Bhutan Kidney Foundation kindly requests interested and eligible bidders to submit their quotations in a sealed envelope in accordance with the specifications provided on the next page.

The payment will be made upon submission of the bill/invoice, after deducting the 2% TDS amount exceeding 1,000/- required by RRCO under TDS guideline 6.2.1, upon final delivery of goods to the Bhutan Kidney Foundation office in Thimphu.

The quotation, which includes this same document with a quote price, Seal and sign with the contact, including a valid license, should reach the office by 9<sup>th</sup> February 2026. For further queries, contact 17588568.

Sincerely,

Tashi Namgay

Cc:

1. Office file
2. Accounts for information
3. Admin for follow-up

**Kindly provide your Quotation for the following listed stationery items**

Sl. No	Particulars	Specification	Rates	Remarks
1	A4 Size Paper	a-PMP		
2	Lever Lock Index File	sona		
3	Stapler	Kangaroo Hs-45P		
4	Envelope (Brown/White)	9x4		
	-A4 Size			
	-2.2	pkt		
	-2.25			
5	Puncher Machine	Kangaro DP-600		
6	Post it Pad	3X3		
7	Charter Paper	70x56 cm		
8	Thumb drive	san disk 64GB		
9	Binder Clip	25mm, 50mm		
10	Paper tray	3 storage(omega)		
11	Correction Pen	Flair(cp250)		
12	Plastic file	A4		
13	Eraser			
14	pencil			
15	Pen	Signature,		
16	Ring File	A4(2-D, Ring Binder,1")		
17	Cello tape- (Brown/White)	2 inch		
18	Stapler Pin	24X6		
19	Colin Spray	500ml		
20	Calculator	Citizen (CT=912)12 digit		
21	Rubber	Ploy rubberband		
22	Glue Stick	kores (cleargluestick)		
23	AA Battery/Pencil Battery	Eveready (Pair)		
24	Highlighter Pen	Kores smoothline		
25	Binding Spiral	6mm, 8mm, 16mm		
26	Thumb Pin	small		
27	Marker Pen	Refillable permanent 1222		
28	Arch File	Amb		
29	Scissor (Small/Medium/Big)	Aerotix		
30	Lock and key	ffian		
31	Stock Register	Padma (stock Register)		
32	Glass Cloth	small		

33	Heater	Quartz Heater (model: QT53)		
34	Attendance Register/Register book	Padma (General Attendance)		

Electrical Items				
1	Extension Cord	Anchor/Local made		
2	Socket	Gold medal		
3	Multi plug	Cona		
4	3 pin tops	Cona		
5	Tub Rod	Led		
TONER & CARTRIDGE				
1	Cartridge	HP Laser jet (88 A)		
2	Epson ink(70ml)	C664		
		M664		
		Y664		
		BK664		