

MECHANICAL ENGINEERING DEPARTMENT
OFFICE OF THE SENIOR DEPUTY MATERIALS MANAGER
Phone : 0484-258-2470/74
e-mail: sdmm@cochinport.gov.in
Website: cochinport.gov.in

REQUEST FOR QUOTATION

RFQ NO: No.E3/03/Printing/2026-MM

Date: 01/09/2026

Budgetary quotations are invited for the Annual Requirement of Printing and Binding works, subject to terms and conditions enumerated below.

Sl. No.	Items	Size	Quality	Pages	Number	Rate
FINANCE DEPT						
1	Cash Remittance Challan with perforation	22 x 21 cm	D/cap white 8 Kgs	500	6 Pack	
2	Bank Remittance Challan with Perforation	F/C ½	D/cap white 8 Kgs.	100	25 Pads	
3	Application for medical facility-Pensioner	F/C ½	D/cap white 8 Kgs.	500	4 Pack	
4	Gratuity Register	20.5cm(L) x 33.5cm (W)	D/cap Ledger 10.5 Kgs.	100 + cover	6 Register	
5	AR (Audit Register of Pensions paid by Cochin Port)	20.5cm (L) 33.5cm (W)	D/cap Ledger 10.5 Kgs.	100 + cover	6 Register	
6	Bill Form (Pension Bill)	21cm (L) x 17cm (W)	Normal 54 gsm as per sample	100	2 book.	
7	Full Bouched contingent Bill Form	Legal 1/2 Double side	white 8 Kg folio	100	5 book	
8	Medical charges Re-imbursement bill for Class III & IV Employees of the Port	F/C 1/2	D/cap White 8 Kgs.	100	2 book	

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9	Medical Charges Reimbursement bill form	A4	Normal 54 gsm as per sample		1000	
10	Attendance Form	A3 (as per sample)	Normal 54 gsm as per sample		1000	
11	Application for refundable GPF/NR Advance	A4	Normal 54 gsm as per sample		1000	
12	Register	A4	Normal 54 gsm as per sample	500	50	
13	Register	A4	Normal 54 gsm as per sample	400	50	
14	Register	A4	Normal 54 gsm as per sample	300	100	
15	Register	A4	Normal 54 gsm as per sample	200	200	
16	Register	A4	Normal 54 gsm as per sample	100	200	
17	Pension Book	10.5 x 14 cms	Normal 54 gsm as per sample	48	1000	
18	Medical Allowance form	10.5 x 14 cms	Normal 54 gsm as per sample	1	400	
19	Medical facility form	10.5 x 14 cms	Normal 54 gsm as per sample	3	400	
20	Pension through Bank form	10.5 x 14 cms	Normal 54 gsm as per sample	2	700	

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21	Nomination form	10.5 x 14 cms	Normal 54 gsm as per sample	1	500	
22	Gratuity Under Act Form	10.5 x 14 cms	Normal 54 gsm as per sample	1	500	
23	Commutation Hand receipt	10.5 x 14 cms	Normal 54 gsm as per sample	1	500	
TRAFFIC DEPT						
24	E-Form	Demy 1/12	D/cap white 8 Kgs.	100	100 Pad	
25	Delivery Ticket	Demy 1/12	D/cap white 8 Kgs.	50	250 Pad	
26	Appraising Ticket	Demy 1/6	D/cap white 8 Kgs.	100	100 Pad	
27	Gang Requisition	Demy 1/6	D/cap white 8 Kgs.	50	30 Pad	
28	Gate Pass	Demy 1/8	D/cap white 8 Kgs.	100	100 Pad	
29	Shed Diary - Double Side	F/C ½	D/cap white 8 Kgs.	200	50 Book	
30	Vehicle Ticket With Numbering & in Duplicate (SAME NUMBER)	Demy 1/6	D/cap white 8 Kgs.	100	100 Book	
31	Daily Wharf Entry Fee with Counter Foil and Numbering	6x20 cm	D/cap white 8 Kgs.	100	50 Book	
32	Import Cargo Sticker - (Coloured Card with Sticker)	Demy 1/6	Coloured card	500	10 Pack	
33	Tally Sheet (1+3)	Demy 1/3	Coloured paper	100	50 Pad	

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34	Additional Tally Receipt -2 colour ruling (1+3)	F/C ½	D/cap white 8 Kgs.	100	130 Pad	
35	Posting Statement on	F/C ½	D/cap white 8 Kgs.	500	2 Packet	
36	Certificate of Accident on duty(in Triplicate)	Demy 1/8	D/cap white 8 Kgs.	100	1 Book	
37	Shore Labour Attendance Ledger	F/C 1/2 Folios	D/cap Ledger 10.5 Kgs.	200	1 Register	
38	Posting register for Booking section- Double Coloured ruling	F/C 1/2 Folios	D/cap White 8 Kgs.	200	5 Register Thick Half Calico Binding	
39	Wage Book - Double side	F/C size	D/cap White 8 Kgs.	15	50 Book	
40	Steamer Register	F/C ½	D/cap White 8 Kgs.	100	2 Book	
41	CFS Diary	Demi1/2(A3)	white 8 Kg folio	200	10 Book	
42	OTB Diary	F 1/2	white 8 Kg folio	400	10 Book	
43	Berthing Programme	D1/4	white 8 Kg folio	100	10 Book	
44	Gang Particulars (Register - One Side)	F 1/2	white 8 Kg folio	400	10 Book	
45	Pre-paid Taxi facility	F 1/2	white 8 Kg folio(White/yellow duplicate)	300	1 Book	
46	Delivery cum vehicle Ticket	A 4	white 8 Kg folio	100	5 Book	
47	Accident Reporting Book (1+2=3 colour)	D 1/4	white, yellow, pink 54 gsm	50	5 Book	



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CIVIL ENGINEERING DEPT						
48	Payment of Contractor's bill (2 side)	Demy 1/4	Demy 10 Kgs. white Maplitho	100	10 Pad	
49	Receipt Book for fresh water (Original,Duplicate,Triplicate)	19 x 10 cm	3 coloured paper	100	5 Pad	
50	Forwarding of contractor's bills	Demy 1/4	Demy white 8 Kgs.	100	10 Pad	
51	Job requisition/work order (MEC/C4/F7)	Demy 1/4	Demy white 8 Kgs.	100	4 Pad	
52	Process monitoring report - process No.D-1 & II	Demy 1/4	Demy white 8 Kgs.	100	2 Pad	
53	Water meter reading book	F/C ½	D/cap White 8 Kgs.	100	3 Book	
54	Audit slip to accompany bill (2 side)	21 x 23 cm	Demy white 8 Kgs.	100	2 Pad	
55	Quarters Handing over/taking over	F/C ½	D/cap White 8 Kgs.	100	5 Pad	
56	Statement-II Overtime/Holiday (2 side)	F/Cap	D/cap White 8 Kgs.	500	1 Packet	
57	Accident Report	Demy 1/4	Demy white 8 Kgs.	100	25 Pad	
58	Report of Accident Part-A (Original, Duplicate, Triplicate)	Demy 1/4	3 coloured paper	100	10 Pad	
59	HO/TO statement of port properties	F/C 1/2	D/cap White 8 Kgs.	100	3 Pad	
60	Form for detailed completion report	F/C 1/2	Demy white 8 Kgs.	100	3 Pad	



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61	Contractor's performance report (2 side)	Demy 1/4	Demy white 8 Kgs.	100	3 Pad	
62	Deviation Statement	F/C ½	D/cap 10 Kgs.white Maplitho	100	3 Pad	
63	Format of purchase requisition (PR)	Demy 1/4	Demy white 8 Kgs.	100	3 Pad	
MEDICAL DEPT.						
64	OP Ticket	11 x 20 cm	D/cap Ledger 10.5 Kgs.	1	500	
65	Reference form D5/ Med. Exam/H/200	F/C 1/4	D/cap White 8 Kgs.	1	500	
66	Retired Re-imbursement Form(medicine)	F/C ½	D/cap White 8 Kgs.	1	500	
67	Prescription Pad	10x 20 cm	D/cap White 8 Kgs.	1	500	
68	Daily Treatment Chart	F/C 1/4	D/cap White 8 Kgs.	1	100	
69	Eye Test Form	F/C 1/4	D/cap White 8 Kgs.	1	100	
70	Diet Sheet (2 side)	F/C ½	D/Cap 10 Kgs.white Maplitho	1	100	
71	Reference letter to Referral Centre -2 Side	F/C ½	D/cap White 8 Kgs.	1	500	
72	Lab charge (sanction order)	F/C ½	D/cap White 8 Kgs.	1	200	
73	Patient Satisfaction Report -2 side malayalam	F/C ½	D/cap White 8 Kgs.	1	100	
74	OP Book	F/C 1/6 Folios	D/cap White 10 Kgs.	50	200	



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75	Roster Register for Hospital staff	F/C 1/2 Folios	D/cap White 10 Kgs.	200	20	
76	Letter Head -Big	Demy 1/4	Demy 10 Kgs.white Maplitho	100	5	
77	Diet Form (2 side)	F/C 1/2	D/cap White 10 Kgs.	1	500	
78	Pensioners OP Book	F/C 1/6 Folios	D/cap White 10 Kgs.	50	200	
79	Medical Re-imbursement Form (Double side)	F/C 1/2	D/cap White 8 Kgs.	1	2000	
80	Case Sheet (Injury)	F/C 1/4	D/cap White 8 Kgs.	1	200	
81	Casualty Register	F/C 1/2 Folios	D/cap White 10 Kgs.	200	10	
82	In-Patient Register	F/C 1/2 Folios	D/cap White 10 Kgs	200	5	
83	Admission Discharge Register	F/C 1/2 Folios	D/cap White 10 Kgs	200	5	
84	Local Register	F/C 1/2 Folios	D/cap White 10 Kgs	200	5	
85	Medical Register	F/C 1/2 Folios	D/cap White 10 Kgs	200	5	
86	Bill Book	F/C 1/2 Folios	D/cap White 10 Kgs	100	5	
MARINE DEPT.						
87	Ambulance trip sheet	F/C ½	D/cap White 8 Kgs.	100	10 Pad	
88	Daily check list of tanker Berths- 2 side	F/C ½	D/cap White 8 Kgs.	100	10 Pad	
89	Roll call sheet	F/Cap	D/cap White 8 Kgs.	100	10 Pad	



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90	Details of fire/spl Service calls -printed to half of a4size	F/C ½	D/cap White 8 Kgs.	100	1 Pad	
91	Wldlife handing over receipt-printed to half of a4 size paper	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
92	Log book for vehicles	F/C ½	D/cap White 8 Kgs.	100	5 Pad	
93	Daily routine check list of Tanker Berths	F/C ½	D/cap White 8 Kgs.	100	7 Pad	
94	Accident report	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
95	License for jetty -2 side with perforation	F/C ½	D/cap Ledger 8 Kgs.	100	5 Pad	
96	Chineseese fishing net with perforation	F/C ½	D/cap Ledger 10.5 Kgs.	100	6 Book with Half Calico Binding	
97	Water receipt JB with duplicate	10 x 14 cm	D/cap White 8 Kgs.	100	10 Pad	
98	Daily dredging returns	F/C 1/2	D/cap White 8 Kgs.	100	10 Pad	
99	Dredger commander's log book	F/C ½	D/cap White 8 Kgs.	400	7 Book with Calico Binding	
100	Crane log book	F/C ½	D/cap White 8 Kgs.	400	7 Book with Calico Binding	
101	Chief Engineer Log Book	F/C ½	D/cap White 8 Kgs.	400	5 Book with Half Calico Binding	

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102	Job requisition/work order	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
103	Boat log book with numbering	F/C ½	D/cap White 8 Kgs.	200	5 Book with Half Calico Binding	
104	Crew posting	F/C ½	Demy 10 Kgs.white Maplitho	100	5 Pad	
105	Weekly checks	Demy 1/4	Demy White 8 Kgs.	100	1 Pad	
106	Daily maintenance of fire pumps	Demy 1/4	Demy White 8 Kgs.	100	2 Pad	
107	Fire pump/foam pump	Demy 1/4	Demy 10 Kgs.white Maplitho	100	2 Pad	
108	Requisition for consumable stores	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
109	Pull back operation at SPM	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
110	Shipping programme	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
111	Declaration security- 2 side	F/C ½	D/cap White 8 Kgs.	100	10 Pad	
112	Berthing information	F/C ½	D/cap White 8 Kgs.	100	10 Pad	

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113	Ballast water reporting	F/C ½	D/cap White 8 Kgs.	100	10 Pad	
114	Pilotage certificate with duplicate and numbering	15 x 10 cm	Cover 9.7 Kgs coloured card and inner 31 page white	100	1 Pad	
115	Engine log book cover blue- 2 side	Demy 1/4	Cover 9.7 Kgs coloured card and inner 31 page white	31	30 Book	
116	Deck log book cover green- 2 side	Demy 1/4	D/cap White 8 Kgs.	31	30 Book	
117	VTMS log book- 2 side	F/C ½	Demy 8 Kgs coloured papers	200	5 Book	
118	Report of accident part A - in triplicate	Demy 1/4	Demy 8 Kgs coloured papers	100	1 Pad	
119	Report of accident part B - in triplicate	Demy 1/4	D/cap White 8 Kgs.	100	1 Pad	
120	Daily shipping	F/C 1/2 Folios	D/cap White 8 Kgs.	200	5 Register	
121	Daily diary of Marine foreman 10'X8'- Title only	Demy 1/4	Demy White 8 Kgs.	500	5 Book with Half Calico Binding	
122	Returnable Material Movement Pass in triplicate	15*21 cm	D/cap White 8 Kgs.	50	6 Book	
123	Non Returnable Material Movement Pass (MEC/C/F-2) in triplicate	15*21 cm	D/cap White 8 Kgs.	50	6 Book	



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124	Engine log book cover blue- 2 side	Demy 1/4	Cover 9.7 Kgs coloured card and inner 31 page white	31	30 Book	
125	Deck log book cover green- 2 side	Demy 1/4	D/cap White 8 Kgs.	31	30 Book	
126	Boat/ Barge license- with perforation	F/C ½	D/cap White 8 Kgs.	100	15 Book	
127	Crew posting	F/C ½	D/cap White 8 Kgs.	100	20 Book	
128	Shipping programme register	F/C ½	D/cap White 8 Kgs.	200	15 Book	
129	Requisition for HSD	F/C ½	D/cap White 8 Kgs.	1000		
130	CFN record register	F/C ½	D/cap White 8 Kgs.	300	5 Book	
131	Boat Jetty record register	F/C ½	D/cap White 8 Kgs.	300	5 Book	
132	Boat record register	F/C ½	D/cap White 8 Kgs.	300	10 Book	
133	Surprise check book with duplicate page	F/C ½	D/cap White 8 Kgs.	200	5 Book	
134	Absentees register	F/C ½	D/cap White 8 Kgs.	200	10 Book	
135	OT register	F/C ½	D/cap White 8 Kgs.	200	10 Book	

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136	Fuel register	F/C ½	D/cap White 8 Kgs.	200	10 Book	
137	Operational Launch running hours record register	F/C ½	D/cap White 8 Kgs.	100	2 Book	
138	Operational Launch inspection Register	F/C ½	D/cap White 8 Kgs.	200	5 Book	
139	OT record register(Shift wise)	F/C ½	D/cap White 8 Kgs.	100	2 Book	
140	Application for Licensing of Harbour craft	F/C ½	D/cap White 8 Kgs.	500		
141	Harbour Craft license renewal form - 02 page	F/C ½	D/cap White 8 Kgs.	1500		
142	Challan form	F/C ½	D/cap White 8 Kgs.	3000		
143	AMF duty roster book	F/C ½	D/cap White 8 Kgs.	100	2 Book	
144	Attendance Sheet	F/C ½	D/cap White 8 Kgs.	400		
145	Yacht arrival / particulars forms- 07 forms	F/C ½	D/cap White 8 Kgs.	150 each		
146	Yacht register book (IN/OUT)	F/C ½	D/cap White 8 Kgs.	300	1 Book	
147	Diving Record Register	F/C ½	D/cap White 8 Kgs.	100	2 Book	
148	Outer Roads Permission Record Register	F/C ½	D/cap White 8 Kgs.	200	5 Book	
149	Fees register for cfn/ jetty/ boat & barge	F/C ½	D/cap White 8 Kgs.	100	20 Book	
150	Tapal register	F/C ½	D/cap White 8 Kgs.	100	5 Book	



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151	File movement Register	F/C ½	D/cap White 8 Kgs.	100	2 Book	
152	Deck Log Book Venad	F/C ½	D/cap White 8 Kgs.	300	5 Book	
MECHANICAL DEPT.						
153	Survey Report of Stores	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
154	Weekly statement form	F/C ½	D/cap White 8 Kgs.	100	5 Pad	
155	Job reqn./work order (MEC/C6/F-01)	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
156	Requisition Form (MEC/C3/F)	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
157	Work through out side agency(ME/F-408)	F/C ½	D/cap White 8 Kgs.	100	2 Pad	
158	Imprest requisition form (ME/F-414)	F/C ½	D/cap Ledger 10.5 Kgs.	100	5 Pad	
159	Demand Progress Register	F/Cap	D/cap White 8 Kgs.	100	10 Register	
160	Hand book - Safety Awareness Course-40 pages.- Both side printing in Malayalam (Binding)	F/C ½	Cover page coloured card 9.7 kgs. Inner D/C white 8 Kg.	40	50 Book	
161	Daily Allocation Register(MEC/C4/F-1)	F/C ½	D/cap White 8 Kgs.	200	12 Register	
162	Complaint Register (MEC/D3/F-5)	F/C ½	D/cap White 8 Kgs.	200	4 Register	
163	Non Returnable Material Movement Pass (MEC/C/F-2) in triplicate	F/C 1/4	D/cap White 8 Kgs.	50	35 Book	

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164	Returnable Material Movement Pass (MEC/C4/F3) in triplicate	F/C 1/4	D/cap White 8 Kgs.	50	7 Book	
165	Test Report Forms	Demy 1/4	Demy 9 Kgs. White Maplitho	100	3 Pad	
166	Job History Card	Demy 1/4	Demy 9 Kgs. White Maplitho	100	2 Pad	
167	Completion Report	Demy 1/4	Demy 9 Kgs. White Maplitho	100	2 Pad	
168	Testing Register	F/C ½	D/Cap 10 Kgs.white Maplitho	200	1 Register	
169	Meter Reading Register	F/C ½	D/Cap 10.5 Kgs Ledger	100	30 Register	
170	Meter Register	F/C ½	D/Cap 8Kgs white	200	1 Register	
171	Calibration Register	F/C ½	D/Cap 8Kgs white	200	1 Register	
172	Meter Complaint Register	F/C ½	D/Cap 8Kgs white	200	2 Register	
173	Disconnection & Reconnection Register	F/C ½	D/Cap 8Kgs white	200	2 Register	
174	Electrical log book of New Power House	F/Cap	D/Cap 10 Kgs.white Maplitho	200	4 Register	
175	Log Book of DG Set at CFH	F/C ½	D/Cap 8Kgs white	100	1 Register	
176	Daily allocation cum Requisition Register for Mobile Crane	F/C ½	D/Cap 8Kgs white	100	5 Register	

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177	Site Order Book	A4 (210 x 297 mm)	Demy 9 Kgs. White Maplitho	100	3 Book	
178	Format of Material Stock Register	A4 (210 x 297 mm)	Demy 9 Kgs. White Maplitho	100	3 Book	
179	TOD Meter Reading Register	Demy 1/3	Demy 10 Kgs. White Maplitho	100	2 Book	
180	Hindrance Register (1 set= 8 pages)	F/C ½	Inner D/Cap 8 Kgs white and cover 9.7 Kgs coloured card	8	12 Book	
181	Register of local purchase (LP)	F/C ½	D/Cap 8Kgs white	100	2 Register	
182	Register of material at site	F/C ½	D/Cap 8Kgs white	100	3 Register	
183	Preventive Maintenance Schedule of transformers	F/C ½	D/Cap 8Kgs white	200	1 Register	
184	Daily allocation cum requisition Register for Electric Cranes	F/C ½	D/Cap 8Kgs white	100	4 Register	
185	Crane Log Book	F/C ½	D/Cap 8Kgs white	100	4 Register	
186	Log Sheet for 110 KV Sub-Station	Crown 1/2 Folios	D/Crown 16 Kgs. Ledger	100	5 Register	
187	Apprenticeship contract Registration Card (1 set = 6 pages)	F/C ½	D/Cap 10 Kgs white Maplitho	6	30 Book	
188	Job Requisition/Work Order	F/C ½	D/Cap 8 Kgs white	50	3 Pad	
189	Electricity Application Form (1 set = 7 pages)	Demy 1/4	Demy 9Kgs White Maplitho	7	150 Pad	

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190	Receipt Book 4 nos. in 1 page with duplicate with perforation	Demy 1/4	Demy 8 Kgs. White	100	10 Books	
191	Register for issue/receipts of permits	F/C 1/2 Folios	D/cap White 8 Kgs.	100	1 Register with half calico binding	
192	Register of Receipts	F/C 1/2 Folios	D/cap White 8 Kgs.	100	6 Register with half calico binding	
193	Handing over/taking over register-2 side	Demy 1/4	Demy White 8 Kgs.	100	4 Register with half calico binding	
194	Water bill form with duplicate	16 x 18 cm	D/cap White 8 Kgs.	100	7 Pad	
195	Ele. Bill form with duplicate & double side printing	Demy 1/8	D/cap White 8 Kgs.	100	20 Pad	
196	Lease Register with blue ruling with half calico binding	F/C 1/2 Folios	D/cap Ledger 8 Kgs.	400	1 Register	
197	License Book - Inner 4 pages (1 set) inner and outer total 6 pages	8 x 10.5 cm	Cover White art card & inner colour	5	100 Set	
198	Printed Allocation book as per ISO format		as per sample	200	8	
199	Letter Head		as per sample	150	1	

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GENERAL ADMINISTRAT ION DEPT.						
200	Visitors Book	F/C ½		400	5	
201	Lettter head (DC/TM/CE/CME/CMO/G AD/FIN/SDMM)	Demy 1/4	D/cap White 8 Kgs.	100	70 Pad	
202	CISF annual performance assessment report-4 pages	Demy 1/4	white	4	1000	
203	Indent requisition register- 400 pages	F/C ½	white	400	5 Book	
REGISTERS – GAD						
204	Gl.Diary book 100sheets in a book(200pages)legal size	legal	White	200	10 Book	
205	Beat book 50sheet in a book-100pages size4"x6.5"	size4"x6. 5"	White	100	50 Book	
206	Kit certificate-100 pages	F/c1/2	White	100	10 Book	
207	Log Book -200 pages	F/c1/2	White	200	10 Book	
208	Individual Kit issue Register-folio	F/Cap	White	200	5 Book	
209	Issue/Receipt Ledger (stock ledger)	F/C ½	White	200	5 Book	
GENERAL FORMS / REGISTERS FOR CPT						

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210	APAR-3sets	F/Cap1/2	White	100	7 Book	
211	Attendance register sheet	F/Cap1/2	White	1000	1 Set	
212	Log sheet	F/Cap1/2	White	1000	1 Set	
213	Employee Service Book	A4 (201/2 x 40 cm) Folio	Cover outer both side Yellow 8 kg Colour Card - inside Ledger Paper 11.9 kg	80	300 Book	
214	Employee Service Book	A4 (201/2 x 40 cm) Folio	Cover outer both side Yellow 8 kg Colour Card - inside Ledger Paper 11.9 kg	40	100 Book	

MECHANICAL ENGINEERING DEPARTMENT
OFFICE OF THE SENIOR DEPUTY MATERIALS MANAGER
Phone : 0484-258-2470/74
e-mail: sdmm@cochinport.gov.in
Website: cochinport.gov.in

Conditions:

1. Quotation in sealed cover, super scribing RFQ No. should reach the office of Sr. Dy. Materials Manager, on or before 3.00PM on 10/09/2026.
2. Rate quoted should include supply of required materials as per above mentioned standards and should be valid at least for a period of **ONE YEAR** from the date of placing the PO for the Annual Requirement of Printing and Binding works for Cochin Port Authority.
3. Quotations will be opened at 4PM on 10/09/2026.
4. The applicable GST should be shown separately.
5. Earliest possible delivery date of the material(s) should be mentioned in the quotation
6. Cochin port Authority reserves the right to reject part or whole of the quotation without assigning any reason.
7. 100% payment shall be made only after satisfactory supply and acceptance of items at Site to the entire satisfaction of the Engineer- In – Charge of CoPA.

Sd/-
Sr. Deputy Materials Manager
Cochin Port Authority