

Tender No.- G/001/16/

Sealed Tender form for supply of stationary items should reach this office on or before 16.06.2016 upto 1:00 p.m. positively.

M/s _____ are hereby authorised to submit their tender in response to the advertisement.

OFFICE STATIONERY ITEMS

Sl. No.	Name of items	Specifcation	Brand Name	Unit	Rate per unit inclusive all Taxes	Remarks
1	Alpin	Pkt of 100 gm	King	Per Pkt		
		"	Zoom	Per Pkt		
2	Ball pen	Both/Single side	Renko	Per pc.		
		"	Linc	Per pc.		
3	Ball pen	normal 15 cm	Reynolds	Per pc.		
		"	Flair	Per pc.		
		"	Classmate	Per pc.		
4	Battery(A)	normal	Eveready	Per pc.		
5	Battery(AA)	normal	Eveready	Per pc.		
6	Battery(AAA)	normal	Eveready	Per pc.		
7	Battery 12V	normal	Any reputed Company	Per pc.		
8	Binding Exercise Book	21x17 cm	ITC Classmet	Per pc.		
9	Bleaching powder	Pkt. of 500 gm	Mediclean	Per pkt		
10	Block Pad	9cm x11 cm	Reputed Company	Per pc.		
11	Broom	standard		Per pc.		
12	Brown Paper	standard		Per pc.		
13	Brown Cello Tape	2.5"x 65 mtr.	Silver	Per pc.		
14	Bulb	100 watt	Philips	Per pc.		
		"	Bajaj	Per pc.		
15	Calculator	12 digit standard size	Casio	Per pc.		
		"	Flair	Per pc.		
16	Candle	Pkt. of 6 Nos., size 18 cm	Any reputed firm	Per pkt		
17	Carbon	Blue/Black, 210mm x 330mm, pkt of 100 sheets	Kores	Per pkt		
18	Ceiling brush	standard		Per pc.		
19	Cellotape small transperant	1/2"x 65 mtr.	Pack well	Per pc.		
		"	Corporate	Per pc.		

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20	Cellotape medium transperant	1"x 65 mtr.	Pack well	Per pc.		
21	Cellotape big transperant	2"x 65 mtr.	Pack well	Per pc.		
22	Cellotape big transperant	2.5"x 65 mtr.	Pack well	Per pc.		
		"	Silver	Per pc.		
23	CFL Light	20 watt	Bajaj	Per pc.		
		"	Surya	Per pc.		
24	Citranala	500 ml	Tin Angel	Per bottle		
25	Coline liquid	500 ml	Colin	Per bottle		
26	Computer Printer Cartridge	Tonner/HP-36A	HP	Per pc.		
27	Computer Printer Cartridge	Tonner/HP-88A	HP	Per pc.		
28	Computer Printer Cartridge	Tonner/HP-12A	HP	Per pc.		
29	Computer Printer Cartridge	Tonner/HP-16A	HP	Per pc.		
30	Computer Printer Cartridge	Tonner/HP-93A	HP	Per pc.		
31	Computer Printer Cartridge	Canon 103/303/703	Canon	per pc.		
32	Computer Printer Cartridge	LIPI-T 6615	LIPI	Per pc.		
33	Computer Printer Cartridge (Refilling)	HP-88A	HP	Per pc.		
34	Computer Printer Cartridge (Refilling)	Canon 103/303/703	Canon	Per pc.		
35	Computer continuous paper	(10x12x1) size	Century (De'smat)	Per pkt		
36	Computer continuous paper	(10x12x2) size	Century (De'smat)	Per pkt		
37	Computer continuous paper	(10x12x3) size	Century (De'smat)	Per pkt		
38	Computer continuous paper	(15x12x1) size	Century (De'smat)	Per pkt		
39	Computer continuous paper	(15x12x2) size	Century (De'smat)	Per pkt		
40	Computer continuous paper	(15x12x3) size	Century (De'smat)	Per pkt		
41	Copier paper (A3) size	75 GSM	JK Copier	Per rim		
42	Copier paper (A4) size	75 GSM	JK Copier	Per rim		
43	Copier paper (B4) size	75 GSM	JK Copier	Per rim		
44	Copier paper (FS) size	75 GSM	JK Copier	Per rim		
45	Computer Address sticker	100x48x2	De'smat	Per pkt		
46	Correcting Fluid(w)	30 ml with diluter(Eraz-Ex)	Kores	Per pkt		
47	Correcting pen	standard	Emage	Per pc.		
48	Cup & Saucer set	standard with little design,pkt of 6 pcs	La-opala	Per pkt		
		"	Bone-china	Per pkt		

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49	Detergent Powder	pkt of 500 gm	Tide	Per pkt		
		"	Surf Excel	Per pkt		
50	Door Mat	24"x18"	Reputed Company	Per pc.		
51	Double Punching file	Index file	Cosmos	Per pc.		
52	Dustbin	Big (1.5' height)	RFL	Per pc.		
		"	Marco	Per pc.		
		"	Cello	Per pc.		
53	Duster	36"x36",soft pure cotton	Reputed Company	Per pc.		
54	Eraser	Standard	Apsara	Per pc.		
55	Extension cord	standard	Reputed Company	Per pc.		
56	Exercise Book (small)	Ruling of 100 pages	Classmate	Per dozen		
57	Exercise Book (small plain white)	Plain 100 pages	Classmate	Per dozen		
58	Fax machine cartridge	Model no. 328	Canon	Per pc.		
59	File Board	standard	Reputed Company	Per pc.		
60	Franklin Machine Cartridge	793-5SB	Reputed Company	Per pc.		
61	Goodnight liquid	Bottle of 45 ml	Goodnight	Per bottle		
		"	All out	Per bottle		
		"	Mortin	Per bottle		
		"	Maxo	Per bottle		
62	Goodnight machine	standard	Goodnight	Per pc.		
		"	All out	Per pc.		
63	Gum Bottle	300 ml	Kores	Per bottle		
		"	Camlin	Per bottle		
64	Gum Bottle	700 ml	Kores	Per bottle		
		"	Camlin	Per bottle		
65	Gum tube	standard	Kores	Per pc.		
		"	Emage	Per pc.		
66	Glue stick	15 gm	Scotch	Per pc.		
		"	Kores	Per pc.		
67	Sanitary Cleaning Liquid	Bottle of 500 ml	Herpic	Per bottle		
		"	Sunny fresh	Per bottle		
68	Hand wash (liquid soap)	225 ml capacity	Dettol	per pc.		
69	Highlighter	set of 5 pens	Faber Castle	Per set		
		"	Luxor	Per set		
70	Hightech pen (Blue / Red / Black/ Green)	standard	V5 - Pilot	Per pc.		
71	Jotter refill (Blue / Red)	standard	Luxor	Per pc.		

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72	Knife	size 4.5"	Rocket	Per pc.		
73	Latrin brush	standard	BRW Product	Per pc.		
		"	Rich look	Per pc.		
74	Marker pen (Permanant)	Blue/Red, pkt of 10 pcs	Luxor	Per pkt		
75	Marker pen (Temporary) /OHP Marker pen	Blue/Red, set of 5 nos.	Luxor	Per set		
76	Markin cloth	85 cm width	Nagraj	Per mtr.		
77	Match Box	Box of 10 pkt	Reputed Company	Per box		
78	Mosquito coil	standard	Mortin	Per pkt		
		"	Maxo	Per pkt		
79	Naptholine	Pkt. of 100 gm	Bengals	Per pkt		
80	Needle	12 cm		Per dozen		
81	Odonil	100 gm (big)	Dubur	Per pc.		
82	Page marking sticker	standard	De'smat	Per pad.		
		standard	Infinity	Per pad.		
83	Paper weight	Standard		Per pc.		
84	Paper cutter	Pkt. of 10 pcs	Select	Per pkt		
85	Pen holder	box of 10 nos.	Renko	Per box		
86	Pen stand	6"x15" with best quality	Kebica	Per pc.		
		Normal quality	Kebica	Per pc.		
87	Pencil	HB	Apsara	Per pkt		
		HB	Nataraj	Per pkt		
88	Phenyl	Jar of 5 litrs	Medikleen	Per jar		
		"	Cross	Per jar		
		"	Suraksha	Per jar		
89	Photocopier Machine Cartridge	Model no. 2530	Canon	Per pc.		
90	Pin cussion	standard	Luxor	Per pc.		
		"	Emage	Per pc.		
91	Plastic Belcha	standard	Reputed Company	Per pc.		
92	Plastic bucket	15 liters	Cello	Per pc.		
93	Plastic Mug	1 liter	Cello	Per pc.		
94	Plastic sutli	Pkt of 500 gm	Reputed Company	Per pkt		
95	Plastic File tray	18"x 12"	Reputed Company	Per pc.		
96	Pocker (steel)	standard	Reputed Company	Per pc.		

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97	Punching machine(Single)	standard	Kangaro	Per pc.		
98	Punching machine(Double)	standard	Kangaro	Per pc.		
99	Refill (Blue/Red) small	4.4"	Renko	Per pkt		
		"	Doctor	Per pkt		
100	Refill (Blue/Red)	14 cm	Reynolds	Per pc.		
101	Register (no.10)	standard	Neelgagan	Per pc.		
		"	Padma	Per pc.		
102	Register (no.20)	standard	Neelgagan	Per pc.		
		"	Padma	Per pc.		
103	Room/Air freshner	300 ml	Premium	Per bottle		
		"	Odonil	Per bottle		
		"	Aroia	Per bottle		
		"	Air wick	Per bottle		
104	Rubber Band (Nylon)	Size 3",Pkt. of 500 gm	Reputed Company	Per pkt		
105	Rubber Band (Nylon)	Size 1.5",Pkt. of 500 gm	Reputed Company	Per pkt		
106	Scale	12"transperant	Faber Castle	Per pc.		
		"	Pooja Executive	Per pc.		
107	Scissor	Size 210 mm	Infinity	Per pc.		
		"	Deli	Per pc.		
108	Sketch Pen	Pkt. of 12 nos.	Luxor	Per pkt		
109	Sealing wax	standard	Emage	Per pkt		
		"	Reputed Company	Per pkt		
110	Sherpener long point	standard	Nataraj	Per dozen		
		"	Apsara	Per dozen		
111	Short hand Book	standard	Neelgagan	Per pc.		
		"	Deepak	Per pc.		
112	Slip pad		Neelgagan	Per pc.		
113	Small(pencil) Battery	4.5 cm length	Nippo	Per pc.		
		"	Panasonic	Per pc.		
		"	Eveready			
114	Soap	125 gm	Lifebuoy	Per pc.		
115	Sponge	normal	Royal	Per pc.		
		"	Omex	Per pc.		
116	Stamp Pad	110mm x 70mm	Kores	Per pc.		
		"	Select	Per pc.		
		"	Emage	Per pc.		

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117	Stamp Pad ink	100 ml	Kores	Per bottle		
		"	Gill	Per bottle		
118	Steppler (Big pin)	standard	Kangaro	Per pc.		
		"	Kores			
119	Steppler pin (Big)	standard	Kangaro	Per pkt		
			Kores			
120	Steppler pin (Small)	standard	Kangaro	Per pkt		
			Kores			
121	Steppler (Small pin)	HD-10D	Kangaro	Per pc.		
122	Tag (Big)	12"(Bundle of 700 nos.)	Reputed Company	Per bundle		
123	Tag (Small)	10" (Bundle of 500 nos)	Reputed Company	Per bundle		
124	Thread Ball (Big size)	Pkt. Of 12 Balls	Re	Per pkt		
125	Towel (Big)	5'x2.5' soft	Bombay Dying	Per pc.		
		"	DCM	Per pc.		
126	Towel (Small)	60 cm X 40 cm	Bombay Dying	Per pc.		
		"	DCM	Per pc.		
127	Tube light	standard	Philips	Per pc.		
		"	Bajaj	Per pc.		
128	Tumbler Set	300 ml, pkt of 6 pcs	Borocil	Per pkt		
		"	Treo	Per pkt		
		"	OCM	Per pkt		
		"	Lucky	Per pkt		
129	Tumbler (loose)	300 ml	Treo	Per dozen		
130	Typing ribbon	standard	Kores	Per pc.		
131	U- clip	35 mm.	Globe	Per pkt		
		"	Sun	Per pkt		
132	Writing Pad	White	Desmat	Per pc.		
		"	Neelgagan	Per pc.		
133	Washing powder	Pkt. of 100 gm	Vim	Per pkt		
		"	Pril	Per pkt		
		"	Wheel	Per pkt		
134	Water jug	1.5 litres	Cello	Per pc.		
		"	Asian	Per pc.		
135	Wiper	standard	King	Per pc.		
		"	Volvo	Per pc.		
135	Plastic Bag	75 kg. size	Good quality	Per pc.		
		100 kg size	Good quality	Per pc.		

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