

SAINIK SCHOOL, KORUKONDA
QUOTATIONS FOR PRINTING OF OFFICE STATIONARY ITEMS -
SESSION - 2019-20

S.No	ITEM NAME WITH SPECIFICATIONS	UNIT	QUOTED RATE
1	10 x 4 ENVELOPEES	NOS	
2	11 x 5 ENVELOPEES	NOS	
3	10 x 8 ENVELOPS BROWN	NOS	
4	A4 SIZE BROWN COVER	NOS	
5	BILL BOOK (MESS)	NOS	
6	BIN CARDS	NOS	
7	BOYS OUT PASS PADS	PADS	
8	BOYS STRENGTH REPORT BOOK	NOS	
9	BROWN COVERS FS	NOS	
10	BROWN ENVELOPEES	NOS	
11	CASH ADVANCED FORMS	PADS	
12	CASH LEDGER	NOS	
13	CHEQUE FWD SLIP	PADS	
14	COMPARATIVE STATEMENT PAD	PADS	
15	COUPON BOOK	NOS	
16	DO LETTER PAD	PADS	
17	DO LETTER PAD (M/C)	PADS	
18	EE PAMPHLETS 1/4 BOTH SIDE	NOS	
19	EE PAMPHLETS 1/4 BOTH SIDE (M/C)	NOS	
20	EE PAMPHLETS A3 (M/C)	NOS	
21	EE PAMPHLETS 1/8 SINGLE	NOS	
22	ENTRANCE CALL LETTERS	NOS	
23	FDR LEDGER	NOS	
24	FOOD TESTING REGISTER	NOS	
25	INVITATION CARDS	NOS	
26	GENERAL LEDGER	NOS	
27	JOINING INSTRUCTIONS (150 Nos)	NOS	
28	JOINING INSTRUCTIONS BOOK TITLE	NOS	
29	LBA FOLDER	NOS	
30	LEAVE LETTER PAD STUDENT	PADS	
31	MERIT CERTIFICATE (A4 SIZE)	NOS	
32	MI ROOM PADS	PADS	
33	MOVEMENT ORDER PADS - STUDENTS	PADS	
34	MUSTER ROLL SHEETS	NOS	
35	NEWS PAPER LEDGER	NOS	
36	PARENTS DAY CULTURAL TICKETS	NOS	
37	PASTING FILE	NOS	
38	PAYMENT OF BILL SHEET	PADS	
39	PERSONNEL LEDGER	NOS	
40	PROFICIENCY CERTIFICATE (A4 size)	NOS	
41	PRE INK RUBBER STAMP	NOS	

42	PROSPECTUS	NOS	
43	QUESTION PAPER - IX	NOS	
44	QUESTION PAPER - VI	NOS	
45	RECEIPT BOOK	NOS	
46	RECEIPT BOOK-GEN SMALL SIZE ONLY	NOS	
47	RUBBER STAMP EACH LINE+HANDLE	NOS	
48	RUBBER STAMP ROUND SEAL	NOS	
49	SCHOOL LETTER HEAD - MED	PADS	
50	SCHOOL LETTER HEAD - SMALL	PADS	
51	SCHOOL LETTER HEAD -BIG	PADS	
52	SCRIBILING PADS	PADS	
53	SERVICE BOOK (BINDING)	NOS	
54	STAFF LEAVE LETTER	PADS	
55	STAFF ID CORDS	NOS	
56	STAFF MOVEMENT ORDERS	PADS	
57	STOCK LEDGER	NOS	
58	STUDENTS ID CARDS	NOS	
59	SYLLABUS - IX	PADS	
60	SYLLABUS - VI	PADS	
61	TEACHER DAIRY	NOS	
62	VEHICLE LOG BOOK	NOS	
63	VEHICLE MOVEMENT SHEETS	NOS	
64	VISITING CARDS	NOS	
65	VISITORS PASS	NOS	
66	VOCHER FILE	NOS	
67	WRITING PAD	NOS	
68	ADIMISSION REGISTER	NOS	

NOTE: Without samples, the Quotation will not be opened and treated as rejected.

GST/TIN/ No. _____
(Copy must be enclosed)

Terms and Conditions, if any:-

Signature: _____

Address: _____

Date:

Firm's seal:

Phone/Mobile No.