

SAINIK SCHOOL KORUKONDA

QUOTATIONS FOR OFFICE STATIONERY ITEMS - (SESSION 2020-21)

1. Interested firms may submit their quotations for supply of stationery items to school.
2. Sealed quotations are to be submitted on or before 03 Jul 2020 by 1600 hrs. They will be opened at 1630h on 03 Jul 2020.
3. List of stationery Items required by the school are as under:-

Sl. No	Item Name with Specification	Unit	Brand	Quoted Rates (in Rs) Rate Includes GST / Tax, Transport, Loading & unloading charges etc in all respects
1	30 Leaves Plastic Folder	NOS		
2	50 Leaves Plastic Folder	Nos		
3	60 Leaves Plastic Folder	NOS		
4	Ad Gel Pens	Nos	ADD	
5	Pin Gel Pens		ADD	
6	Add Gel Refills	Nos	ADD	
7	Pin Gel Refills		ADD	
8	Additional Rubber Stamp	Nos		
9	Adhesive Flag Pads	Nos		
10	Alpin	Pkts	Bell	
11	Attendance Registers-Students	Nos		
12	Attendance Register - Staff	Nos		
13	Ball Pen	Nos	Reynolds	
14	Ball Pen Refills	Nos	Reynolds	
15	Ball Pen(Gel)	Nos		
16	Ball Pen Gel Refills			
17	Bond Paper 100 Pages	Pkts		
18	Box Files	Nos	5 Star	
19	Brown Sheets	Nos	Good Qty	
20	Brown Tape	Nos	Wonder	
21	Calculators	Nos	Citizen	
22	Carbon Black & Blue	Pkts	Kores	
23	Cartridge 12 A (Compatable)	Nos		
24	CD	Nos	Sony	
25	CD Covers	Nos		
26	CD Mailer	Nos		
27	CD Pouch	Nos		
28	CD Rewritable	Nos		
29	Cello Tape - 1"	Nos	Wonder	
30	Cello Tape - 1/2 "	Nos	Wonder	
31	Cello Tape - Big	Nos	Wonder	
32	Cello Tape Small	Nos	Wonder	
33	Chains	Nos		
34	Cloth line Cover - Small	Nos	5 Star	
35	Cloth line Cover-Medium	Nos	5 Star	
36	Cloth line Covers-Big	Nos	5 Star	
37	Conquest Paper	Ream	Delta	
38	Correcting Fluid Pens	Nos	Kores	
39	Correcting Fluid Stencil	Nos		
40	Dak Pads(Four Fold)	Nos		
41	Drawing Pins	Pkts	Bell	
42	Drawing Sheets/Charts	Nos		
43	Duplicating Ink	Nos		
44	Duplicating Paper	Ream		
45	DVD	Nos	Sony	
46	DVD - R/W	Nos	Sony	
47	Eraser	Nos	Apsara	
48	File Covers	Nos		
49	Flanks	Nos		
50	Four Side Folder	Nos		
51	Gem Clip Plastic	Pkts	Good Qty	
52	Gem Clips	Nos	Good Qty	
53	Favi Stick	Nos		

I.No	Item Name with Specification	Unit	Brand	Quoted Rates (in Rs Rate Includes GST / Tax, transport, Loading & unloading charges etc in all respects)
54	Graph Sheets	Nos		
55	Gum 150 Ml	Bot	Camel	
56	Gum 300ml	Nos	Camel	
57	Gum 700ml	Nos	Camel	
58	Gum Stick	Nos		
59	Gum Tape 2"	Nos	Wonder	
60	Gum Tape 4"	Nos	Wonder	
61	Highlighter	Pkts	Luxor	
62	Hp 88 (A) Cartridge	Nos		
63	Hp Cartridge	Nos		
64	Internal Dak Register	Nos		
65	L Folders	Nos		
66	Lamination Sheet	Pkts		
67	Lamination Sheet - Id Card	Nos		
68	Magic Tape With Refillable Dispenser	NOS		
69	Magnets Pin Box	Nos		
70	Map	Nos		
71	MAP (India With Boundries)	NOS		
72	MAP (World)	NOS		
73	Marker Pen	Nos	Kores	
74	Note Book	Nos		
75	OHP Marker Pens	Nos		
76	Packing Thread	Pkts	Good Qty	
77	Pad Locks 7 Locks	NOS		
78	Paper Cutter	Nos	Natraj	
79	Paper Weights- Rubber	Nos	Good Qty	
80	Pencil	Nos	Apsara	
81	Photo Cutter	Nos		
82	Photo Paper	Pkts	JK	
83	Pilot Pen	Nos		
84	Pilot Pen Ink	Nos		
85	Planks	Nos		
86	Plastic Clip Folder	Nos		
87	Plastic Folders	Nos		
88	Poker	Nos	Good Qty	
89	Poster Colours	Pkts		
90	Punching Machine	Nos	Kangaroo	
91	Punching Machine – Big (DP – 600)	Nos		
92	PVC Folder 30 Leaves	Nos		
93	Record Sheets	Nos		
94	Reg - 200p	Nos		
95	Reg-100p	Nos	Kangaroo	
96	Reg-400p	Nos		
97	Register - 500p	Nos		
98	Registers-300p	Nos		
99	Parker Ultra Fine Navigator	Refills		
100	Rubber Band	Pkts	Good Qty	
101	Ruled Paper(BPM)	Ream	Good Qty	
102	Scale Plastic Long	Nos	Camel	
103	Scale Steel 30cm	Nos	Camel	
104	Scissors	Nos	Good Qty	
105	Scotch Magic Tape	Nos		
106	Scotch Transparent Tape	Nos		

Sl. No	Item Name with Specification	Unit	Brand	Quoted Rates (in Rs Rate Includes GST / Tax,Transport, Loading & unloading charges etc in all respects
107	Sealing Wax	Pkts	Good Qty	
108	Sharpeners(Pencil)	Nos	Apsara	
109	Single Punch	Nos	Kangaroo	
110	Sketch Pen Set	Nos	Camel	
111	Sponges	Nos	Good Qty	
112	Spiral Binding Sheet	Nos		
113	Spiral Binding Spring	Kgs		
114	Stamp Pad Ink	Bot	Camel	
115	Stamp Pads Big	Nos	Camel	
116	Stapler Machine Big (HP – 45)	Nos	Kangaro	
117	Stapler Pin	Pkts	Kangaro	
118	Stapler Machine	Nos	Kangaro	
119	Stapler Pin Big	Nos	Kangaro HP-45	
120	Stencil-White	Nos		
121	Stick File (Plastic)	Nos	Good Qty	
122	Stickers	Pkts	Good Qty	
123	Stick Files Fs	Nos		
124	Students Id Cards	Nos		
125	Swamy Hand Book	Nos		
126	Swamy Hand Book - 2020	Nos		
127	Sticker	Nos		
128	Swamy It Rule Book	Nos		
129	Table Sharpener	Nos	Good Qty	
130	Tag	Pkts	Good Qty	
131	Talc Sheet	Mtrs	Good Qty	
132	Trunks	Nos		
133	Twine Ball	Nos		
134	Typing Paper	Ream		
135	Uniball Pen	Nos	Good Qty	
136	Urgent/Ordinary Folders	Nos	Good Qty	
137	Visiting Card Holder	Nos	Good Qty	
138	Window Covers	Nos		
139	White Chalk Boxes	Box		
140	Xerox Paper A3 - 75 GSM	Ream	B2B	
141	Xerox Paper A4 - 75 GSM	Ream	B2B	
142	Xerox Paper Fs - 75 GSM	Ream	B2B	

GST/Tin/PAN No. _____
(Copy must be enclosed)

Terms and Conditions, if any:-

Firm's Seal

Signature: _____
Address: _____

Date:

Mobile No