

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 30 Sep 2021 by 1600 hrs. They will be opened at 1630h on 30 Sep 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	Good Qty	
2	50 Leaves Plastic Folder	Nos	Good Qty	
3	60 Leaves Plastic Folder	NOS	Good Qty	
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	Good Qty	
9	Adhesive Flag Pads	Nos	Good Qty	
10	Alpin	Pkts	Bell	
11	Attendance Registers-Students	Nos	Good Qty	
12	Attendance Register - Staff	Nos	Good Qty	
13	Ball Pen	Nos	Reynolds	
14	Ball Pen Refills	Nos	Reynolds	
15	Ball Pen(Gel)	Nos	Good Qty	
16	Ball Pen Gel Refills		Good Qty	
17	Bond Paper 100 Pages	Pkts	Good Qty	
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	Good Qty	
24	Cartridge Lexmark	Nos	Good Qty	
25	Cartridge Hp 88 (A)	Nos	Good Qty	
26	CD	Nos	Sony	
27	CD Covers	Nos	Good Qty	
28	CD Mailer	Nos	Good Qty	
29	CD Pouch	Nos	Good Qty	
30	CD Rewritable	Nos	Good Qty	
31	Cello Tape - 1"	Nos	Wonder	
32	Cello Tape - 1/2 "	Nos	Wonder	
33	Cello Tape - Big	Nos	Wonder	
34	Cello Tape Small	Nos	Wonder	
35	Chains	Nos	Good Qty	
36	Cloth line Cover - Small	Nos	5 Star	
37	Cloth line Cover-Medium	Nos	5 Star	
38	Cloth line Covers-Big	Nos	5 Star	
39	Conquest Paper	Ream	Delta	
40	Correcting Fluid Pens	Nos	Kores	
41	Correcting Fluid Stencil	Nos	Good Qty	
42	Dak Pads(Four Fold)	Nos	Good Qty	
43	Drawing Pins	Pkts	Bell	
44	Drawing Sheets/Charts	Nos	Good Qty	
45	Duplicating Ink	Nos	Good Qty	
46	DVD	Nos	Sony	
47	DVD - R/W	Nos	Sony	
48	Eraser	Nos	Apsara	
49	File Covers	Nos	Good Qty	
50	Flanks	Nos	Good Qty	
51	Four Side Folder	Nos	Good Qty	

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

Sl. No	Item Name with Specification	Unit	Brand	Quoted Rates (in Rs Rate Includes GST / Tax,Transport, Loading & unloading charges etc in all respects
103	Scissors	Nos	Good Qty	
104	Scotch Magic Tape	Nos	Good Qty	
105	Scotch Transparent Tape	Nos	Good Qty	
106	Sealing Wax	Pkts	Good Qty	
107	Sharpeners(Pencil)	Nos	Apsara	
108	Single Punch	Nos	Kangaroo	
119	Sketch Pen Set	Nos	Camel	
110	Sponges	Nos	Good Qty	
111	Spiral Binding Sheet	Nos	Good Qty	
112	Spiral Binding Spring	Kgs	Good Qty	
113	Stamp Pad Ink	Bot	Camel	
114	Stamp Pads Big	Nos	Camel	
115	Stapler Machine Big (HP – 45)	Nos	Kangaro	
116	Stapler Pin	Pkts	Kangaro	
117	Stapler Machine	Nos	Kangaro	
118	Stapler Pin Big	Nos	Kangaro HP-45	
119	Stencil-White	Nos	Good Qty	
120	Stick File (Plastic)	Nos	Good Qty	
121	Stickers	Pkts	Good Qty	
122	Stick Files FS	Nos	Good Qty	
123	Students Id Cards	Nos	Good Qty	
124	Sticker	Nos	Good Qty	
125	Table Sharpener	Nos	Good Qty	
126	Tag	Pkts	Good Qty	
127	Talc Sheet	Mtrs	Good Qty	
128	Twine Ball	Nos	Good Qty	
129	Uniball Pen	Nos	Good Qty	
130	Urgent/Ordinary Folders	Nos	Good Qty	
131	Visiting Card Holder	Nos	Good Qty	
132	Window Covers	Nos	Good Qty	
133	White Chalk Boxes	Box	Good Qty	
134	Xerox Paper A3 - 80 GSM JK Copier	Ream	JK Copier	
135	Xerox Paper A4 - 80 GSM JK Copier	Ream	JK Copier	
136	Xerox Paper Fs - 80 GSM JK Copier	Ream	JK Copier	

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

Terms and Conditions, if any:-

Firm's Seal

Signature: _____

Address: _____

Date:

Mobile No