

List of Stationery Items 2019-2020

Sr. No.	Stationery Items	Qty	Rate (per unit) excluding GST
1.	Box file (As per sample)	1	
2.	Chit Block 1x 12 (14 cm x 22 cm) As per sample	1	
3.	Cello Tape (1")	1	
4.	Brown Tape (3")	1	
5.	Calculator (Orpat 12 digit)	1	
6.	Correction Pen (Kores make)	1	
7.	Double Punch (Kangaroo DP-280)	1	
8.	Folder Ordinary (good quality 25 cm x 31 cm)	1	
9.	Lace Folder (ordinary as per sample)	1	
10.	Gum Bottle (Camel 150 ml)	1	
11.	Plastic Scale (Camlin)	1	
12.	Note Books (Sundaram 200 pages)	1	
13.	Registers (Naina Deluxe long Ex-Book 140 pags)	1	
14.	Office file (Clip file Deluxe make)	1	
15.	Paper T-Pins (Perfect Point make)	1	
16.	Paper Clip (Vikram make)	1	
17.	Pencil ordinary Natraj (1 x10)	1	
18.	Stapler pin Max H-10	1	
19.	Stapler Kangaroo HD 10	1	
20.	Stamp - Pad (11cm * 7cm)	1	
21.	Stamp - Pad (15.7 cm * 9.6cm)	1	
22.	Tag - Red (Medium)	1	
23.	Tag - White (Big)	1	
24.	Envelope Plain White (9.5" x 4.5") (100 GSM) As per sample	1	
25.	Envelope Window White (9.5" x 4.5") (100 GSM) As per sample	1	
26.	Envelope Green Plastic Coated (12" x 10") As per sample	1	
27.	A/4 Size Xerox Paper (Bilt Copy Power)	1	