

## OFFICE OF THE REGISTRAR: BODOLAND UNIVERSITY

Debargaon, P.O. Rangalikhata  
Kokrajhar – 783370, BTC, Assam.  
(R)[bodolanduniv@gmail.com](mailto:bodolanduniv@gmail.com)



Tel./Fax No. 03661-277183 (O)  
Tel No.  
Mobile No.

No. BU/Engg/ARC/24-25/168/3029-33

Date -15/07/2024

### BID NOTICE FOR ANNAUL RATE CONTRACT

Sealed Bids are invited from Reputed Dealer/Sub-dealer/Supplier for Annual Rate Contract (ARC) of Stationery and General items on behalf of Bodoland University, Kokrajhar. The Bid should be submitted in a sealed envelope superscripted as “Bid for Annual Rate Contract” addressed to *The Registrar, Bodoland University, Kokrajhar, Assam.*

#### Key events and dates

Bid No.	BU/Engg/ARC/24-25/168/	
1.	Pre bid meeting date and time	<b>29/07/2024 at 11:00 A.M.</b>
2.	Last date and time closing of Bid submission including EMD and Bid processing fee.	<b>05/08/2024 at 12:00 noon.</b>
3.	Date and time of opening of Technical bid.	<b>05/08/2024 at 12:30 PM.</b>
4.	Items Description (Estimated cost: Rs 7 lakh)	Annual rate contract of Stationery and General items.
5.	Bid Type	Off line bid in two bid system for Stationery and General items
6.	EMD of Bid	Rs. 14000/- as EMD money (refundable) by the way of Demand Draft drawn on SBI, Bodoland University branch, Kokrajhar in favour of the Registrar, Bodoland University or online mode in the University account no. 31607155480 & IFSC code - SBIN0064383 should be submitted and the receipt should be enclosed with the technical bid of the Bid document.
7.	Bid cost + processing fee	Non - Refundable Bid Fee of Rs. 500/- (Rs. five hundred only) by the way of Demand Draft drawn on SBI, Bodoland University branch, Kokrajhar in favour of the Registrar, Bodoland University or online mode in the University account no. 31607155480 & IFSC code - SBIN0064383 should be submitted and the receipt should be enclosed with the technical bid of the Bid document.
8.	Place of Opening of Bids	Bodoland University, Administrative Building at Conference hall.

Detailed discount (percentage rate) and any other features along with company manuals should be submitted with their application of Bid and advice to visit the website [www.buniv.edu.in](http://www.buniv.edu.in) for download the detail forms. The bidders should submit to their Bid document in Registrar office, Bodoland University, Debargaon, Kokrajha, before at 12:00 noon on 05/08/2024.

The Bodoland University reserved the right to accept or reject any or all Bids without assigning any reason thereof.

Registrar,  
Bodoland University

Copy for information to:

**No. BU/Engg/ARC/24-25/168/**

**Date - 15/07/2024**

1. The P. S. to V. C. for kind appraisal to him.
2. The Finance Officer, Bodoland University,
3. The Asst. Engineer, Bodoland University,
4. The System Administrator, Bodoland University, up load in website.
5. The Member Secretary, Bid Committee, Bodoland University

Registrar,  
Bodoland University

## **“NOTICE INVITING BID FOR SUPPLY OF STATIONERY AND GENERAL ITEMS TO BODOLAND UNIVERSITY”**

Bodoland University, Kokrajhar invites bids from reputed, experienced and financially sound shop /supplier/agent/dealer/sub-dealer for supply of Stationery and General items as per the price bid form enclosed. Those who are in the similar business for the three years may send their bids both Technical and Financial in sealed envelopes.

1. The interested shop /supplier/agent/dealer/sub-dealer may send their bid complete in all respect along with bid cost + processing fee of Rs. 500/- and Earnest Money Deposit (EMD) of Rs. 14000/- by the way of Demand Draft drawn on SBI, Bodoland University branch, Kokrajhar in favour of the Registrar, Bodoland University or online mode in the University account no. 31607155480 & IFSC code - SBIN0064383 should be submitted and the receipt should be enclosed with the technical bid of the Bid document and other requisite documents to the undersigned duly superscripted before 12.00 noon on 05/08/2024 The bids received after this deadline shall not be entertained under any circumstances whatsoever. In case of postal delay Bodoland University will not be responsible.

*NOTE : The EMD and bid cost + processing payment receipt should be put in the envelope containing Technical Bid failing which the Bid shall be rejected forthwith.*

2. The sealed envelopes are to be deposited in the Bid box placed in front of the office of Registrar Office or may be sent through registered/speed post addressed to The Registrar, Bodoland University, Kokrajhar -783370.

3. Bids will be opened on 05/08/2024 at 12.30 hrs. in the presence of bidders or their authorized representatives who wish to participate in the bidding process. If the opening date happens to be a closed day/holiday, the Bid will be opened on the next working day.

4. Any future clarification(s) and / or corrigendum(s) shall be communicated by the Registrar through the website [www.buniv.edu.in](http://www.buniv.edu.in)

5. Bodoland University, Kokrajhar reserves the right to amend or withdraw any of the terms and conditions contained in the Bid Document or to reject any or all Bids without assigning any reason. The decision of the Authority, Bodoland University, Kokrajhar in this regard shall be the final.

**Registrar**

## **GENERAL INSTRUCTIONS TO THE BIDDER**

1. The Bid is “Two Bid’ document. The technical bid should contain all the relevant information and desired enclosures in the prescribed format along with Bid cost + processing fee & Earnest Money Deposit (EMD). The financial bid should contain only commercial document. In case, any bidder encloses the financial bid within technical bid, the same shall be rejected summarily.
2. The Technical bid must accompany with the Bid + Processing fee of Rs. 500/- by the way of Demand Draft drawn on SBI, Bodoland University branch, Kokrajhar in favour of the Registrar, Bodoland University or online mode in the University account no. 31607155480 & IFSC code - SBIN0064383. The Bid document fee is non-refundable, non-adjustable and non-transferable.
3. The Bids should be type written or handwritten but there should not be any overwriting or cutting. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting. The name and signature of bidder’s authorized person should appear on each page of the application. All pages of the Bid document shall be numbered and submitted as a package along with forwarding letter on agency’s letter head.
4. The Contracts concluded as a result of this Bid inquiry shall be governed by the ‘Terms & Conditions’ and other relevant instructions as contained in this Bid Document.
5. The prices/rates quoted should be indicated in figures. In case of any discrepancy, lower amount/rates shall be considered as valid.
6. Bidders are requested to quote their prices on a firm & fixed basis for the entire period of the Contract. Bids of the firms received with prices quoted on variable basis shall be rejected without assigning any reasons and no communication in this regard shall be made.
7. Quotations qualified by such vague and indefinite expressions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly. Any conditional Bid shall be rejected summarily.
8. Bidders are requested to enclose a copy of their valid certificate of PAN No., GST No. or any other documents with their Bid.
9. Bids received without online payment receipt of Bid + processing fee and EMD , Bodoland University, Kokrajhar will not be considered at all and shall be summarily rejected.
10. Refund of Earnest Money Deposit: The EMD submitted by unsuccessful bidders shall be returned to them without any interest whatsoever, within 20 to 90 days after conclusion of the contract with successful bidder. The EMD submitted by successful bidders shall be returned to them after the successful completion of contract period.
11. Bidders may note that if the date of Bid opening given in this Bid Document is declared to be a gazette holiday, the Bid shall be opened on the next working day at the same timing. In such an event the closing hours for receipt of Bids in Bodoland University will stand automatically extended up to 24.00 hours of the next working day.
12. Late/delayed Bids received in Bodoland University due to any reason whatsoever will not be accepted under any circumstances.
13. At any time prior to date of submission of Bid, Bid Inviting Authority may, for any reason, or decision, modify the terms & conditions of the Bid document by a corrigendum displayed on the website of Bodoland University, Kokrajhar ([www.buniv.edu.in](http://www.buniv.edu.in)). In order to provide reasonable time to take the amendment into account in preparing their bid, Bid Inviting Authority may or may not, at his discretion, extend the date and time for submission of Bids.
14. Bidding firms are at liberty to be present or authorize a representative to be present at the opening of the Bid at the time and date as specified in the Schedule. The name and address of the representative authorized to attend the opening of the Bid on behalf of a Bidding firm should be indicated in the Bid. The representative so deputed should also bring with him a letter of authority from the firm for having been authorized to be present at the time of opening of Bid.

Only one representative per firm shall be permitted to attend the opening of the Bid. The name and address of permanent representative of the firm, if any, should also be indicated in the Bid.

## **DOCUMENTS COMPRISING THE BID:**

The bids prepared by the bidder shall comprise of (1) The Technical Bid and (2) Financial Bid:

**TECHNICAL BID:** - To qualify in the Technical bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria –

- (a) Duly filled format of Technical Bid.
- (b) Copy of constitution or legal status of the sole proprietorship/ firm/agency etc.
- (c) Financial status: - The average annual turnover in similar jobs, of the firm /Shop/Dealer should not be less than 1 Lakh in the last three years. Copies of profit & loss account and balance sheets duly authenticated by a Chartered Accountant for the last three years should be enclosed.
- (d) Experience of 03 years or more registered running shop/supplier/agent/dealer/sub-dealer.
- (e) The technical bid should be accompanied by D.D. or online payment receipt of Rs. 500/- (non-refundable) against Bid + processing fee and online payment receipt of Rs. 14000/- (refundable) for EMD.
- (f) Copy of Income Tax Return Filed acknowledgements for last Three years.
- (g) Copy of PAN Card.
- (h) Copy of GST registration certificate.
- (i) Details of clients where similar services are presently provided by the agency separately for govt. and private clients if any.
- (j) The bidder must have a running shop/supplier/agent/dealer/sub-dealer for three years or in similar business of supply in Govt. institutions/PSU's/Autonomous Body. Necessary supporting documents like registration of shop etc must be submitted along with the bid.
- (k) Authorization letter/certificate (if required) from original manufacturer of the product.
- (l) Broachers, original technical catalogue with detailed specification and picture of the product offered.
- (m) The bidder must submit an affidavit duly certified by the notary at the location of the Agencies/Head quarters or at Kokrajhar that the bidder has never been black listed or punished by any court for any criminal offence/breach of contract and that no police/vigilance enquiry/criminal case is pending.
- (n) All the materials must be in ISI standard.

## **SUBMISSION OF BIDS**

**1 SEALING AND MARKING OF BIDS:** The bidder shall wax seal the EMD, the Technical Bid and the Financial Bid in separate envelopes and keep them in a bigger wax sealed envelope. The envelope containing the Technical Bid shall bear the name “TECHNICAL BID for Bid No .....”. The envelope containing the Financial Bid shall bear the name “FINANCIAL BID for Bid No .....” on the envelope for avoiding any mismatch.

**2** The bigger envelope containing EMD, technical bid and financial bid in separate envelopes shall be:

(a) Addressed at the following address:

The Registrar,  
Bodoland University,  
Deborgaon,  
Kokrajhar -783370

(b) All the envelopes shall bear the Bid name, the Bid number.

(c) The envelopes shall indicate the name and address of the bidders to enable the bid to be returned unopened in case it is declared 'late' or rejected.

(d) Bids shall be delivered in person and shall be dropped in the Bid box placed in the office of the Registrar, Bodoland University or shall be sent by Registered/Speed Post. The Purchaser shall not be responsible if the bids are delivered elsewhere.

(e) Venue of Bid Opening: Bid will be opened in the Conference hall of Administrative Building, BU at 12.30 hrs. on the due date. If due to administrative reason, the venue/ time of bid opening is changed, it will be displayed prominently on the notice board of the office of the Registrar, Bodoland University.

### **BID PRICES:**

1. The bidder shall give the total composite price inclusive of all levies and taxes (inclusive of taxes) as per price schedule given. The offer shall be firm and in Indian Rupees only. No foreign exchange will be made available by the university.

2. The prices quoted by the bidder shall remain fixed during the entire period of one year contract and shall not be subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and rejected.

3. Hard copy of the Price list/Catalogue of the products (with soft copies in pen drive must be submitted along with the financial bid)

### **TECHNICAL EVALUATION:**

1. Detailed technical evaluation shall be carried out by Technical Evaluation Committee pursuant to conditions in the Bid document to determine the substantial responsiveness of each bid. For this clause, the substantially responsive bid is one that conforms to all the eligibility and terms and condition of the Bid without any material deviation. The University determination of bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. The Institute shall evaluate the technical bids also to determine whether they are complete, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are in order.

2. The technical evaluation committee may call the responsive bidders for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution. However, the committee shall have sole discretion to call for discussion/presentation.

3. Financial bids of only those bidders who qualify the technical criteria will be opened, provided all other requirements are fulfilled.

4. A bid determined as substantially non-responsive will be rejected by the University and shall not subsequent to the bid opening be made responsive by the bidder by correction of the nonconformity.

5. The Bodoland University shall have right to accept or reject any or all Bids without assigning any reasons thereof.

6. Demonstration of Samples: Samples of product offered must be submitted at the time of opening of technical bid before the technical bid evaluation committee. Financial bids of only those products will be opened samples/specifications of which are found fit for use by the

technical bid evaluation committee. However, the committee may call for the samples at any point of time.

### **FINANCIAL EVALUATION:**

1. The financial bid shall be opened of only those bidders who have been found to be technically eligible. The financial bids shall be opened in presence of representatives of technically eligible bidders, who may like to be present. The University shall inform the date, place and time for opening of financial bid.
2. The Financial Bids of unsuccessful bidders would not be opened and would be returned the bidder.
3. The rates must be quoted in Rupees. Agency shall include in its price all taxes and other costs while quoting for the Bid. Income Tax will be deducted at source from the bills as applicable. The Agency needs to furnish its PAN number.
5. The evaluation and comparison of responsive bids shall be done on the price offered inclusive of Levies & all Taxes as indicated in the Price Schedule of the Bid Document.
6. The Bodoland University does not bind himself to accept the lowest bid or any bid and reserves the right of accepting the whole or any part of the bid or portion of the job offered; and the bidder shall provide the same at the rates quoted. The Bodoland University, Kokrajhar reserves the right to reject any or all offers received in response to Bid or cancel or withdraw the Bid notice without assigning any reason, whatsoever.
7. The firm should submit hard copy of the Price list/Catalogue of the products (with soft copies in pendrives , if possible) and indicate the maximum rebate/discount on price list as well as quote as per item wise list in financial bid.

### **AWARD OF CONTRACT: PLACEMENT OF ORDER**

The Bodoland University shall consider placement of orders for jobs on those bidders whose offers have been found technically, commercially and financially acceptable. The Bodoland University reserves the right to counter offer price(s) against price(s) quoted by any bidder.

### **TERMS & CONDITIONS OF CONTRACT**

1. The bidders are expected to read carefully all the terms and conditions of the Bid documents and their submission will be taken as consent to abide.
2. If the bidder gives deliberately wrong information to create conditions for acceptance of the Bid, the Authority, Bodoland University, Kokrajhar reserves the right to reject such Bids without assigning any reason. Not more than one Bid will be submitted by one bidder for the same work. Legal action will be taken for furnishing wrong information.
3. **Manner of Submission of Bid:** The bidding should be done on two bid method viz 1) Technical Bid & 2) Commercial / Price Bid. The bidders should ensure that the Technical bid complete in all respect and containing the required enclosures (attested Photocopy) is sealed in a separate envelop and the commercial bid sealed in a separate envelop & both the sealed envelopes are kept and sealed in a suitable size of envelop. All envelop will be address to The Registrar, BU, Kokrajhar. The Sealed Technical bid Envelop of all bidders will be opened first. Only the Commercial bids of those who have furnished all the valid documents will be opened.
4. **Language:** The language of the Bid shall be in English.
5. **Documents to Accompany Bid:** The Bidder shall submit the Documents mentioned in the clause 16 of General Instructions to the Bid.
6. The firm / agency must have requisite trade and other licenses to do the business for which the bid is being made.

**7. Earnest Money Deposit:** Each Bid must be accompanied with slip of online transfer “Earnest Money Deposit”, as mentioned in the Notice Inviting Bid.

**8. Forfeiture of Earnest Money:-**

**a.** If the Bidders withdraw their Bids after opening of the same or the successful bidders withdraw their Bids after approval of their rates.

**b.** If the successful bidders fails supply or refused either partial or total offer (Acceptance) made by The Registrar, BU, Kokrajhar.

**c.** The materials ordered will have to be supply within normally six weeks for general equipments, one month for plumbing items from the date of placing the order. However the supply of an order marked as URGENT will be started immediately and will be completed in fully within 7 days from the date of issue of the order.

**9. Return of Earnest Money :-**

**a.** After finalization of the Bid, the deposited Earnest Money will be returned back to the unsuccessful bidders.

**b.** After completion of contract period, the deposited Earnest Money will be returned back to the successful Bidders.

**10. Submission of Documents:-**

**a.** Each Bid must accompany attested photocopy of Pan Card, Trade License and GST Registration Certificate.

**b.** The bidder must submit attested photocopy of Income Tax for last three years.

**c.** In case of SSI unit, current SSI certificate must be deposited by the bidder along with his Bid which is issued in favour of the bidder for this type of jobs.

**11.** It must be mentioned clearly whether bidder is manufacturer/sole manufacturer/ Authorized agents/shop owner/supplier for the items for which he is quoting.

**12. Submission of the Bid:-**

**a.** Bidder at their own cost shall have to submit Bid at the office of Registrar, BU Kokrajhar within the schedule date and time as mentioned in the Bid Notification.

**b.** The said sealed documental bids will be opened by the Bid Committee in presence of the Bidders or representative of the Bidders who may be present in the opening date & time.

**13. Rates :-**

**a.** Rates should be clearly quoted in figures in respect of each item. Rate should be quoted inclusive of GST. All corrections must be initialed.

**b.** Rate should be quoted for items in details as described in the Bid schedule otherwise Bid will be rejected.

**14.** In the event of the Bid being submitted by a firm, it must be signed separately by each member thereof, or in the event of absence of any partners, it must be signed on his behalf by a person holding “Power of Attorney” authorizing him to do so. Such “Power of Attorney” is to be produced with the Bid and in the case of the firm, carried on by one member of Joint Family, it must be disclosed that the firm is duly registered under the ‘Indian Partnership Act’.

**15.** Necessary proof as to the financial status of the individual and firm Biding is to be attested and submitted.



16. Bid Form with all relevant papers in details shall be essential part of the bid.
17. Before submission of the Bid, Bidder shall sign each page of his Bid and all of its relevant papers with date. The additional alternative and or subtractive clause (if any) shall also to be signed by the Bidder.
18. The materials ordered will have to be supply within normally six weeks for general equipments, one month for plumbing items form the date of placing the order. However the supply of an order marked as URGENT will be started immediately and will be completed in fully within 7 days from the date of issue of the order.
19. Payment: 100% Payment will be made by accounts department after delivery of goods against each order on submission of invoices in triplicate along with inspection report, original copy of work order/supply order and receipt voucher of central stores.
20. **Warranty:** - The goods supplied by result of this contract/supply order shall be of the same as quoted for and workmanship and new in all respects and shall be strictly in accordance with the specifications and particulars contained /mentioned against each item in the Bid document/supply order. The seller guarantees that the said goods/stores/articles/ furniture would continue to confirm to the description and quality aforesaid for a period of 12 months from the date of delivery/installation of the said goods/stores/articles/furniture to the buyer or 20 months from the date of shipment/dispatch from the sellers work, whichever is earlier.
21. **Option Clause:** - During the currency of the contract, the buyer (BU, Kokrajhar) can exercise an option to procure an additional 50% of the original contracted quantity in accordance with the same terms & conditions of the present contract. This will be applicable within currency of contract. The Bidder is to confirm the acceptance of the same for inclusion in the contract. It will be entirely the discretion of the Buyer to exercise this option or not.
22. **Repeat Order Clause:** - The buyer (Bodoland University, Kokrajhar) can order up to 50% quantity of the items under the present contract within six months from the date of supply/successful completion of the work, the cost, terms & conditions remaining the same. The bidder is to confirm acceptance of this clause. It would be entirely the discretion of the buyer to place the repeat order or not.
23. **Disputes:-** In the event of any dispute or disagreement arising between the contractors and any other department of BU, Kokrajhar with regards to the interpretation of “Terms & Conditions” stipulated herein or in the contract done, the same shall be referred to the Registrar, BU Kokrajhar whose decision will be final and binding upon the contractor.
24. Rate must be valid for a period of 1 year or coming into force of the new ARC, or if the University authority desires, may be extended for further period issuing proper notification.
25. Acceptance of lowest Bid is not obligatory.
26. The Bodoland University, Kokrajhar reserves all rights to accept or reject any Bid without showing any reason.
27. Regarding Supply of materials, Abnormal Low Rate or Abnormal High Rates (in comparison to the market Rate) will not be considered.
28. Submission of the Bid by a bidder shall be taken to signify his acceptance of the above terms and conditions. Alterations, overwriting or erasures of any terms and conditions are not permitted.
29. Canvassing in any form is strictly prohibited and the bidders who are found canvassing are liable to have their Bids rejected out rightly.
30. **If the Supplier/Firm could not meet up the standard of the work or not up to the satisfaction of the authority, the authority would not liable to release the payment for**

**partially or whole of the work, as desired, whose decision would be the final. The Supplier/Firm should be bound to accept the decision without any claim thereof.**

31. All legal disputes arising out of this Bid will fall under the jurisdiction of courts in Kokrajhar only.

32. As desire, the contract may terminate at any time without assigning any reason thereof by the authority and the firm would be bound to accept the decision of the authority without any claim thereof.

**33. Penalty:** If the bidders fail to deliver the goods within the period specified in the purchase order, the officer shall make following deductions (or as per latest Govt. orders) in this regard and the firm should accept the same without any claim there off.

- i. Delay up to  $\frac{1}{4}$  th of the time period of the supply:- 2.5%
- ii. Delay up to  $\frac{1}{4}$  th and above but less than half of supply period : 5%
- iii. Delay  $\frac{1}{2}$  and above but less than  $\frac{3}{4}$  of the supply period : 7.5%
- iv. Delay more than  $\frac{3}{4}$  of the time period of supply :10%

I/We submit this Bid after reading the Bid notice, instruction of terms and conditions contained herein and accepted by me/us.

Dated:

Address:

Mobile Number:

**Signature of the Bidder** (with seal)

# BODOLAND UNIVERSITY



## TECHNICAL BID FORMAT

	Name of the firm/company/proprietary	
	Address of registered office	
	Telephone/Fax/E-mail	
	Specify your firm/company is a manufacturer/authorized dealer/distributor/agency	
	Earnest money deposit (EMD) Yes/No	
	EMD details	
	PAN No	
	GST No	
	Proof of financial status	
	Copy of income tax return last three years	
	Original Technical Catalogue of the model, if any	
	Experience last three years of having same kind of business if any.	
	Acceptance of terms and conditions attached Yes/No	
	The bidder must have a running shop for three years	
	Samples of product offered	

**BANK DETAILS REGARDING THE TRANSFER OF PAYMENT**

Dated \_\_\_\_\_

**To,**  
**The Registrar,**  
**Bodoland University,**  
**Kokrajhar**

Bid Ref. No: .....

Dear Sir:

We hereby inform you that the Bank Details for the transfer of payment for the supply of materials to Bodoland University, Kokrajhar are as follows:

1.	Name of the firm	
2.	Contact person	
3.	Contact No. of firm	
4.	Email ID	
5.	Name of Bank	
6.	Name of Bank Branch	
7.	Bank Address	
8.	Bank Branch Telephone No	
9.	Branch <b>IFSC</b> of the Bank Branch	
10.	Bank account number (please attach a cancelled cheque)	
11.	Type of Bank account	

**Signature of the bidder.**

# BODOLAND UNIVERSITY



## Financial Bid of Stationery and General items Annual Rate Contract

### List of Stationery items:

Sl. No.	Items	Brand	Unit	Rate (INR) (Excluding GST)
1	Alpin, 'T' type	Bell / Globe/ equivalent brand	Rate per Pkt.	
2	Bag for sending material	Good Quality	Rate per each	
3	Ball Pen	Cello Maxriter/ equivalent brand	Rate per each	
4	Ball Pen	Natraj / Cello Mayfair/ equivalent brand	Rate per each	
5	Battery 9V 2pcs Per Pkt	Duracell/ equivalent brand	Rate per Pkt.	
6	Battery 9V Alkaline	Godrej GP / Eveready/ equivalent brand	Rate per each	
7	Battery Alkaline Size AA	Duracell/ equivalent brand	Rate per each	
8	Battery Alkaline Size AAA	Duracell/ equivalent brand	Rate per each	
9	Battery Torch Size 'D'	Nippo / Power Shakti/ equivalent brand	Rate per each	
10	Battery Zinc Chloride Size AA	Godrej GP / Nippo/ equivalent brand	Rate per each	
11	Battery Zinc Chloride Size AAA	Godrej GP / Nippo/ equivalent brand	Rate per each	
12	Binder Clip 19mm	Oddy/ equivalent brand	Rate per each	
13	Binder Clip 25mm	Oddy/ equivalent brand	Rate per Each	
14	Binder Clip 32mm	Oddy/ equivalent brand	Rate per Each	
15	Binder Clip 41mm	Oddy/ equivalent brand	Rate per Each	
16	Binder Clip 51mm	Oddy/ equivalent brand	Rate per Each	
17	Blotting Paper	Best Quality	Rate per Qr.	
18	Board Duster Plastic	Omega / Gemson / Kabica/ equivalent brand	Rate per each	
19	Board Green Chalk (6' x 4')	Alkosign/ equivalent brand	Rate per each	
20	Board Green Chalk (8' x 4')	Alkosign/ equivalent brand	Rate per each	
21	Board Notice - 3' x 4'	Alkosign/ equivalent brand	Rate per each	
22	Board Notice - 3' x 4' with Cover	Alkosign/ equivalent brand	Rate per each	
23	Board Notice - 6' x 4'	Alkosign/ equivalent brand	Rate per each	

24	Board Notice - 6' x 4' With Cover	Alkosign/ equivalent brand	Rate per each	
25	Board Notice - 8' x 4'	Alkosign/ equivalent brand	Rate per each	
26	Big size Stapler Pin (DS-12S/17)	Good Quality	Rate per each	
27	Big size Stapler (DS-12S/17)	Good Quality	Rate per each	
28	Board Pin	Globe Brand	Rate per Pkt.	
29	Black Board 8' x 4'	Good Quality	Rate per each	
30	Board Stand Metal	Good Quality	Rate per each	
31	Board White (2' x 3')	Alkosign/ equivalent brand	Rate per each	
32	Board White (3' x 4')	Alkosign/ equivalent brand	Rate per each	
33	Board White (6' x 4')	Alkosign/ equivalent brand	Rate per each	
34	Board White (8' x 4')	Alkosign/ equivalent brand	Rate per each	
35	Bond Paper 100gsm (100 sheet per Pkt)	BILT Excel/ equivalent brand	Rate per Pkt.	
36	Bond Paper 85 gsm (100 sheet per Pkt)	BILT Excel/ equivalent brand	Rate per Pkt.	
37	ROYAL EXECUTIVE BOND PAPER	J K Excel/ equivalent brand	Rate per Pkt.	
38	Bodoland University print Brown Envelope 10'' x 12''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
39	Bodoland University print Brown Envelope 10'' x 4½''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
40	Bodoland University print Brown Envelope 11'' x 5''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
41	Bodoland University print Brown Envelope 12'' x 16''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
42	Bodoland University print Brown Envelope 12'' x 5''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
43	Bodoland University print Brown Envelope 8'' x 10''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
44	Bodoland University print Brown Envelope 9'' x 4''	Rachna 341 Red/Tajmahal/ equivalent brand	Rate per each	
45	Bodoland University print Brown Envelope A4 size	Good Quality	Rate per each	
46	Bodoland University print Brown Envelope 14'' x 10'' (Legal)	Good Quality	Rate per each	
47	Bodoland University print Brown Envelope 18'' x 14''	Good Quality	Rate per each	
48	Bodoland University print Brown Envelope A3 size	Good Quality	Rate per each	
49	Brown Paper	Good Quality	Rate per Rim	
50	Brown Tape 1" (50 mtr)	Seal Pack	Rate per Roll	
51	Brown Tape 1½" (50 mtr)	Seal Pack	Rate per Roll	

52	Brown Tape 2" (50 mtr)	Seal Pack	Rate per Roll	
53	Brown Tape 3" (50 mtr)	Seal Pack	Rate per Roll	
54	Button File (My Clear Bag)	Solo / Aerotix / Infinity/ equivalent brand	Rate per each	
55	Bodoland University print C.B. Register, No. 04, (80 pages)	Topper Choice / equivalent brand	Rate per each	
56	Bodoland University print C.B. Register, No. 06 (120 pages)	Topper Choice / equivalent brand	Rate per each	
57	Bodoland University print C.B. Register, No. 08 (160 pages)	Topper Choice / equivalent brand	Rate per each	
58	Bodoland University print C.B. Register, No. 10, (200 pages)	Topper Choice / equivalent brand	Rate per each	
59	Bodoland University print C.B. Register, No. 12, (240 pages)	Topper Choice / equivalent brand	Rate per each	
60	Bodoland University print C.B. Register, No. 14, (280 pages)	Topper Choice / equivalent brand	Rate per each	
61	Bodoland University print C.B. Register, No. 16, (320 pages)	Topper Choice / equivalent brand	Rate per each	
62	Bodoland University print C.B. Register, No. 18, (360 pages)	Topper Choice / equivalent brand	Rate per each	
63	Bodoland University print C.B. Register, No. 20, (400 pages)	Topper Choice / equivalent brand	Rate per each	
64	Bodoland University print C.B. Register, No. 22, (440 pages)	Topper Choice / equivalent brand	Rate per each	
65	Bodoland University print C.B. Register, No. 24, (480 pages)	Topper Choice / equivalent brand	Rate per each	
66	Bodoland University print C.B. Register, No. 26, (520 pages)	Topper Choice / equivalent brand	Rate per each	
67	Bodoland University print C.B. Register, No. 28, (560 pages)	Topper Choice / equivalent brand	Rate per each	
68	Bodoland University print C.B. Register, No. 30, (600 pages)	Topper Choice / equivalent brand	Rate per each	
69	Bodoland University print C.B. Register, No. 40, (800 pages)	Topper Choice / equivalent brand	Rate per each	
70	Calculator FC-450	Flair/Casio/ equivalent	Rate per each	

		brand		
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71	Calling Bell	Sharp/ equivalent brand	Rate per each	
72	Carbon Pencil, 100 Sheet per Pkt.	Kores / Camlin/ equivalent brand	Rate per Pkt.	
73	Carbon Type 100 sheet per Pkt.	Kores / Camlin/ equivalent brand	Rate per Pkt.	
74	Casio Calculator 12 Digit	Casio Model MJ120/ equivalent brand	Rate per each	
75	Casio Calculator 8 Digit	Casio Model 815/ equivalent brand	Rate per each	
76	Cello Tap 1" 50 mtr	Seal Pack	Rate per Roll	
77	Cello Tap 1.5" 50 mtr	Seal Pack	Rate per Roll	
78	Cello Tap 2" 50 mtr	Seal Pack	Rate per Roll	
79	Cello Tap 3" 50 mtr	Seal Pack	Rate per Roll	
80	Chair Cushion (Cotton)	Kurlon/ equivalent brand	Rate per each	
81	Chair Cushion Good Quality	Good Quality	Rate per each	
82	Chalk Pencil (Coloured) (Dustless) 50 Stick Per Pkt	(Kores) ISO's Quality/ equivalent brand	Rate per Pkt.	
83	Chalk Pencil White (Dustless) 50 Stick Per Pkt	(Kores) ISO's Quality/ equivalent brand	Rate per Pkt.	
84	Clip Board Plastic	Prime/ equivalent brand	Rate per each	
85	Cloth Line Envelope 10" x 12" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
86	Cloth Line Envelope 11" x 5" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
87	Cloth Line Envelope 12" x 6" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
88	Cloth Line Envelope 12" x 7"(Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
89	Cloth Line Envelope 12" x 8" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
90	Cloth Line Envelope 15" x 11" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
91	Cloth Line Envelope 16" x 12" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
92	Cloth Line Envelope 18" x 15" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
93	Cloth Line Envelope 14" x 10" (Good Quality)	Good Quality	Rate per each	
94	Cloth Line Envelope 21" x 15" (Good Quality)	Tajmahal New Cloth/ equivalent brand	Rate per each	
95	Computer File PVC 6" x12"	Prodot/ equivalent brand	Rate per each	



96	Computer File PVC 15" x12"	Prodot/ equivalent brand	Rate per each	
97	Computer Paper (Fan Fold Paper) 12 x 12 x 2 part (6" Perforated)	Shruti / Desmat/ equivalent brand	Rate per 1000	
98	Computer Paper (Fan Fold Paper 15x12x1 )	Neelgagan/ equivalent brand	Rate per 1000	
99	Conference Pad 1/8th 20 Sheets per Pad	ITC / Camel/ equivalent brand	Rate per each	
100	Copier Paper Size A3 75gsm 500 sheet per Ream	J.K. / Bindal / equivalent brand Spectra/Max	Rate per Ream	
101	Copier Colour (A4 Size) 75 Gsm 500 sheet per Ream	Desmat/ equivalent brand	Rate per Ream	
102	Copier Paper Size: A4, 67/70 gsm, 500 sheet per Pkt.	JK Max / K-One/ equivalent brand	Rate per Ream	
103	Copier Paper Size: A4, 75gsm, 500 sheet per Pkt.	J.K. / Bindal / Spectra /K One/ equivalent brand	Rate per Ream	
104	Copier Paper Size: FS, 67/70 gsm, 500 sheet per Pkt.	JK Max / K-One	Rate per Ream	
105	Copier Paper Size: FS, 75gsm, 500 sheet per Pkt.	J.K. / Bindal / Spectra/ equivalent brand	Rate per Ream	
106	Correction Pen	Camlin / Flair / Kores/ equivalent brand	Rate per each	
107	Cotton Tape	Standard Brand	Rate per Roll	
108	Cotton Thread 100gms per Ball	Orbit/ equivalent brand	Rate per Roll	
109	Drawing Sheet	Good Quality	Rate per sheet	
110	Bodoland University print Dug Book	Good Quality	Rate per each	
111	Bodoland University print Dak Despatch Register No.08	Oxford / Neelgagan/ equivalent brand	Rate per each	
112	Date Stamp	Parnami/ equivalent brand	Rate per each	
113	Desk Top (Acrylic) Size: 21" x 15"	Wig / Kabica/ equivalent brand	Rate per each	
114	Die-cut Labels (DK 11209)	Good Quality	Rate per each	
115	Die-cut Labels (DK 11208)	Good Quality	Rate per each	
116	Die-cut Labels (DK 11201)	Good Quality	Rate per each	
117	Duplicating Paper 70gsm 2.3kg Per Pkt.	Rayan/ equivalent brand	Rate per Ream	
118	Duster Plastic	Omega/ equivalent brand	Rate per Each	
119	Both Side Tape 1"	Good Quality	Rate per Each	
120	Duster Wooden	Gripex	Rate per Each	
121	Eraser Non dust (small)	Natraj / Camel / Cello	Rate per each	

122	Executive Document Folder with Chain / 20Lvs and Clip	Aerotix/Solo/ equivalent brand	Rate per each	
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123	Bodoland University print F.C. Paper 54gsm 500 sheet per Ream	Nani / Ruchirar/ equivalent brand	Rate per Ream	
124	Fax Paper Roll 30 mtrs.	Desmat / Kores/ equivalent brand	Rate per Pkt.	
125	Fevicol (200 gm)	Fevicol	Rate per each	
126	Fevi Stick (8gms)	Good Quality	Rate per each	
127	File Auto Clip PVC	Solo / Aerotix/ equivalent brand	Rate per each	
128	File Board	Neelgagan no.31/ equivalent brand	Rate per each	
129	File Cobra	Neelgagan 888/CEA/ equivalent brand	Rate per each	
130	File Cobra Thick Board	Neelgagan No 1000/ equivalent brand	Rate per each	
131	Bodoland University print File Cover	Neelkamal Kraft/ equivalent brand	Rate per each	
132	File Tag, Size 8" (100 nos. per Bundle)	Standard Quality	Rate per Bundle	
133	File with Pockets (10 Leaves)	Solo/ equivalent brand	Rate per each	
134	File with Pockets (20 Leaves)	Solo/ equivalent brand	Rate per each	
135	File with Ring	Solo / Aerotix/ equivalent brand	Rate per each	
136	Flat File	Ambassador Cambric/ equivalent brand	Rate per each	
137	Bodoland University print Four Cover File	Ambassador Regular/ equivalent brand	Rate per each	
138	Bodoland University print Four Cover File	Ambassador Leather Touch/ equivalent brand	Rate per each	
139	Guard (Paste) File 200 Leaves	Neelgagan / Oxford/ equivalent brand	Rate per each	
140	Guard file with metal lever (Best Quality)	Good Quality	Rate per each	
141	Gel Pen, Blue, Black, Red, Green	Cello Flo gel/ equivalent brand	Rate per each	
142	Gel Refill	(Cello Flo Gel) / equivalent brand	Rate per each	
143	Gems Clip (26 mm)	Oddy / Globe/ equivalent brand	Rate per Pkt.	
144	Gems Clip (35 mm)	Oddy / Globe/ equivalent brand	Rate per Pkt.	

145	Gems Clip (50 mm)	Oddy / Globe/ equivalent brand	Rate per Pkt.	
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146	Glue Stick, 15gms	Pidilite / Camlin /Kores/ equivalent brand	Rate per each	
147	Glue Stick, 8gms	Pidilite / Camlin /Kores/ equivalent brand	Rate per each	
148	Godrej Lock 85mm	Good Quality	Rate per each	
149	Godrej Lock 65mm	Good Quality	Rate per each	
150	Godrej Lock 50mm	Good Quality	Rate per each	
151	Godrej Lock 40mm	Good Quality	Rate per each	
152	Graph Paper 22" x 28"	Neelgagan/ equivalent brand	Rate per Sheet	
153	Gum Paste 300ml	Camlin / Gripex /kores/ equivalent brand	Rate per bottle	
154	Gum Paste 700 ml	Camlin / Gripex /kores/ equivalent brand	Rate per bottle	
155	Gum 300 ml	Good Quality	Rate per bottle	
156	Hand Duster	Good Quality	Rate per each	
157	Highlighter Pen	Luxor / Camel	Rate per each	
158	I. Card Cover A2	Good Quality	Rate per each	
159	I. Card Cover B3	Good Quality	Rate per each	
160	I. Card Cover B4	Good Quality	Rate per each	
161	Ink Bottle Blue 60ml	Camel/ equivalent brand	Rate per Bottle	
162	Key holder Box 20 Key with Key ring	Alkosign/ equivalent brand	Rate per each	
163	Key holder Box 30 Key with Key ring	Alkosign/ equivalent brand	Rate per each	
164	Key holder Box 50 Key with Key ring	Alkosign/ equivalent brand	Rate per each	
165	Key Purse, Big	Good Quality	Rate per each	
166	Key Purse, Medium	Good Quality	Rate per each	
167	Label Sticker	Good Quality	Rate per sheet	
168	Label Paper	Good Quality	Rate per Pkt.	
169	Lever Arch File LA/512	Solo/ equivalent brand	Rate per each	
170	Liver Arch (Index) File	Ambassador Embassy	Rate per each	
171	Lock & Key 6 Lever (50 mm) Godrej	Godrej Navtal/ equivalent brand	Rate per each	
172	Lock & Key 7 Lever (65 mm) Godrej	Godrej Navtal/ equivalent brand	Rate per each	
173	Lock & Key 8 Lever (85 mm) Godrej	Godrej Navtal/ equivalent brand	Rate per each	
174	Lock & Key, 40 mm	Jyoti/ equivalent brand	Rate per each	

175	Lock & Key, 50 mm	Jyoti/ equivalent brand	Rate per each	
176	Lock & Key, 60 mm	Jyoti/ equivalent brand	Rate per each	

177	Lock & Key, 65 mm	Jyoti/ equivalent brand	Rate per each	
178	Lock & Key, 70 mm	Jyoti/ equivalent brand	Rate per each	
179	Lynlard ( Lace for ID Card)	Good Quality	Rate per each	
180	Markin Cloth (36 Mtrs per Than.),Thick Quality	Good Quality	Rate per Than	
181	Note Pad 1/12 Size (80 sheet)	Neelgagan no.22/ equivalent brand	Rate per each	
182	Note Pad 1/8 th Size (80 sheet)	Neelgagan No.33/ equivalent brand	Rate per each	
183	Note Pad A4 Size (80 sheet)	Neelgagan no.55/ equivalent brand	Rate per each	
184	Note sheet Legal Size 500 Sheet per Pkt	BILT / J.K. / equivalent brand	Rate per each	
185	Note Sheet Paper DFC size 70gsm ( 17 x 27 inch)	BILT / J.K. / equivalent brand	Rate per Ream	
186	OHP Marker	Camlin / Luxor / Cello/ equivalent brand	Rate per each	
187	Page Marker	Desmat / Oddy/ equivalent brand	Rate per each	
188	Paper cutting knife (small)	Primier/ equivalent brand	Rate per each	
189	Paper dustbin (Plastic)	Good Quality	Rate per each	
190	Paper Tray, Plastic	Kabeca	Rate per each	
191	Paper Weight (Glass Flowery)	Best Quality	Rate per each	
192	Pen stand, Big size, Best Quality	Kabica / Wig / Raj/ equivalent brand	Rate per each	
193	Pen stand, Medium size, Best Quality	Kabica / Wig / Raj/ equivalent brand	Rate per each	
194	Peon Book No 4	Oxford / Classic/ equivalent brand	Rate per each	
195	Permanent Marker Pen (Black / Blue / Red / Green)	Luxor / Camel/ equivalent brand	Rate per each	
196	Pilot Hitech Pen 801(Blue / Black/ Red / Green)	Luxor Pilot/ equivalent brand	Rate per each	
197	Pilot V-10 Pen (Blue / Black/ Red / Green)	Luxor Pilot/ equivalent brand	Rate per each	
198	Pilot V-5 Pen (Blue / Black/ Red / Green)	Luxor Pilot/ equivalent brand	Rate per each	
199	Pilot V-7 Pen (Blue / Black/ Red / Green)	Luxor Pilot/ equivalent brand	Rate per each	
200	Pin Holder (Plastic)	Kabeca/ equivalent brand	Rate per each	

201	Plastic Sutli (Thin)	Good Quality	Rate per roll	
202	Poker Plastic Handle (Standard Quality)	Good Quality	Rate per Doz.	

203	Polycoated Envelope 10 <sup>1/2</sup> x 12 <sup>1/2</sup>	Good Quality	Rate per each	
204	Polycoated Envelope 10 <sup>1/2</sup> x 4 <sup>1/2</sup>	Good Quality	Rate per each	
205	Polycoated Envelope 11 <sup>1/2</sup> x 5 <sup>1/2</sup>	Good Quality	Rate per each	
206	Polycoated Envelope 11 <sup>1/2</sup> x 5 <sup>1/2</sup>	Good Quality	Rate per each	
207	Polycoated Envelope 12 <sup>1/2</sup> x 10 <sup>1/2</sup>	Good Quality	Rate per each	
208	Polycoated Envelope 12 <sup>1/2</sup> x 16 <sup>1/2</sup>	Good Quality	Rate per each	
209	Polycoated Envelope 12 <sup>1/2</sup> x 5 <sup>1/2</sup>	Good Quality	Rate per each	
210	Polycoated Envelope 12 <sup>1/2</sup> x 6 <sup>1/2</sup>	Good Quality	Rate per each	
211	Polycoated Envelope 12 <sup>1/2</sup> x 7 <sup>1/2</sup>	Good Quality	Rate per each	
212	Polycoated Envelope 8 <sup>1/2</sup> x 10 <sup>1/2</sup>	Good Quality	Rate per each	
213	Polycoated Envelope 9 <sup>1/2</sup> x 4 <sup>1/2</sup>	Good Quality	Rate per each	
214	Polycoated Envelope 14 <sup>1/2</sup> x 10 <sup>1/2</sup>	Good Quality	Rate per each	
215	Pen	Cello/Unomax/ equivalent brand	Rate per each	
216	Polythene Transparent Pocket, 15" x 12"	Good Quality	Rate per Each	
217	Punching Machine (Big)	Kangaro/ equivalent brand	Rate per Each	
218	Punching Machine, Double Hole	Kangaro 280/ equivalent brand	Rate per each	
219	Punching Machine, Single Hole	Kangaro/ equivalent brand	Rate per each	
220	Bodoland University print R.B. Register 08 (16 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	
221	Bodoland University print R.B. Register 10 (30 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	
222	Bodoland University print R.B. Register 12 (40 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	
223	Bodoland University print R.B. Register 14 (44 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	
224	Bodoland University print R.B. Register 16 (50 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	
225	Bodoland University print R.B.	Oxford / Classic/ equivalent brand	Rate per each	

	Register 18 (60 sheet per No.)	brand		
226	R.B. Register 20 (70 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	

227	Bodoland University print R.B. Register 22 (80 sheet per No.)	Oxford / Classic/ equivalent brand	Rate per each	
228	Bodoland University print R.B. Register 24 (100 sheet per No.)	Oxford / Classic / equivalent brand	Rate per each	
229	Rubber Band (500gms/Pkt.) Nylon	Good Quality	Rate per Pkt.	
230	Rubber Band 3 inch	Good Quality	Rate per Pkt.	
231	Ribbon Roll	Good Quality	Rate per Pkt.	
232	Rubber Stamp 1 line	Good Quality	Rate per each	
233	Rubber Stamp 2 line	Good Quality	Rate per each	
234	Rubber Stamp 3 line	Good Quality	Rate per each	
235	Rubber Stamp 5 line	Good Quality	Rate per each	
236	Rubber Stamp 7 line	Good Quality	Rate per each	
237	Scale Plastic 30cm	Camel / Kores/ equivalent brand	Rate per each	
238	Scale Steel 12"	Kabica Brand/ equivalent brand	Rate per each	
239	Scale Steel 1Mtr	Kebica / Elora/ equivalent brand	Rate per each	
240	Scissor, Big size, 8"	Kangaro/Infinity / Kabica/ equivalent brand	Rate per each	
241	Scissor, Medium size, 6½"	Kangaro / Infinity/Kabica/ equivalent brand	Rate per each	
242	Sealing Wax 08 Stick per Pkt.	Gripex/ equivalent brand	Rate per Pkt.	
243	Sealing Wax 12 Stick per Pkt.	Gripex/ equivalent brand	Rate per Pkt.	
244	Sharpener Plastic	Camel / Natraj/ equivalent brand	Rate per each	
245	Sign Pen, Assorted Colour	Luxor/ equivalent brand	Rate per each	
246	Sketch Pen Set of 12 Colors	Camlin / Luxor/ equivalent brand	Rate per Set	
247	Solo ring Binder file	Good Quality	Rate per each	
248	Solo Punch-less File (FS)	Good Quality	Rate per each	
249	Stamp Auto Ink No. R-524	Shiny/ equivalent brand	Rate per each	
250	Stamp Auto Ink No. R-542	Shiny/ equivalent brand	Rate per each	
251	Stamp Auto Ink No. S - 530	Shiny/ equivalent brand	Rate per each	

252	Stamp Auto Ink No. S - 829	Shiny/ equivalent brand	Rate per each	
253	Stamp Auto Ink No. S 542	Shiny/ equivalent brand	Rate per each	
254	Stamp Auto Ink No. S- 842	Shiny/ equivalent brand	Rate per each	
255	Stamp Auto Ink No. S- 843	Shiny/ equivalent brand	Rate per each	

256	Stamp Auto Ink No. S- 844	Shiny/ equivalent brand	Rate per each	
257	Stamp Auto Ink No. S- 845	Shiny/ equivalent brand	Rate per each	
258	Stamp Auto Ink No. S-722	Shiny/ equivalent brand	Rate per each	
259	Stamp Auto Ink No. S-723	Shiny/ equivalent brand	Rate per each	
260	Stamp Pad Ink (Purple) 500 ml	Gripex /Kores / Faber Castle/ equivalent brand	Rate per each	
261	Stamp Pad, Ink size 100ml	Gripex /Kores / Faber Castle/ equivalent brand	Rate per each	
262	Stamp Pad, Ink size 30ml	Gripex /Kores / Faber Castle/ equivalent brand	Rate per Bottle	
263	Stamp Pad, Size 109 x 67 mm Plastic Body	Camlin / Gripex / kores/ equivalent brand	Rate per Each	
264	Stamp (Seal)	Good Quality/ equivalent brand	Rate per Each	
265	Stamp Pad, Size 159 x 95 mm Metal Body	Camlin / Gripex / kores/ equivalent brand	Rate per Each	
266	Stapler Machine DS-12S/17	Kangaro/ equivalent brand	Rate per each	
267	Stapler Machine, No. 10	Kangaroo NO. 10/ equivalent brand	Rate per each	
268	Stapler Machine, No. 24 / 6	Kangaroo No. 555/ equivalent brand	Rate per each	
269	Stapler Pin 23/15	Kangaro/ equivalent brand	Rate per each	
270	Stapler Pin, No. 24/6	Kangaroo / Kores/ equivalent brand	Rate per Pkt.	
271	Stapler Pin, No.10	Kangaroo / Kores/ equivalent brand	Rate per Pkt.	
272	Stapler, HD 10D	Kangaro HD 10/ equivalent brand	Rate per each	
273	Steel scale	Good Quality	Rate per each	
274	Stick file A4 size	Solo/Infinity/ equivalent brand	Rate per each	
275	Stick file FS size	Solo/Infinity/ equivalent brand	Rate per each	
276	Sticky Pad 2 x 3	Desmat / Oddy/ equivalent brand	Rate per each	

277	Sticky Pad 3 x 3	Desmat / Oddy/ equivalent brand	Rate per each	
278	Sticky Pad 3 x 4	Desmat / Oddy/ equivalent brand	Rate per each	
279	Sticky Pad 3 x 5	Desmat / Oddy/ equivalent brand	Rate per each	

280	Bodoland University print Stock Register 08 (16 pages)	Oxford / Classic/ equivalent brand	Rate per each	
281	Bodoland University print Stock Register 12 (24 pages)	Oxford / Classic/ equivalent brand	Rate per each	
282	Bodoland University print Stock Register 18 (30 pages)	Oxford / Classic/ equivalent brand	Rate per each	
283	Bodoland University print Stock Register 20 (50 pages)	Oxford / Classic/ equivalent brand	Rate per each	
284	Table Top Acrylic 21 x 15 Inch	Kabeica/ equivalent brand	Rate per each	
285	Tape Dispenser Big	Omega / Polo/ equivalent brand	Rate per each	
286	Tape Dispenser Small	Omega / Polo/ equivalent brand	Rate per each	
287	Thermal Papers roll Size 79 x 25 for POS Machine	Neelgagan / Desmat/ equivalent brand	Rate per each	
288	Tissue Paper Toilet 2 Ply	Washi/ equivalent brand	Rate per each	
289	Tracing Paper 60/65 gsm 18mtr per Roll	Oddy/ equivalent brand	Rate per Roll	
290	Tracing Sheet A-4 size	Good Quality	Rate per Pkt	
291	Type Paper 500sheet per Pkt.	JK Quality/ equivalent brand	Rate per Pkt.	
292	Water Sponge/Damper	Gripex / Kabica	Rate per each	
293	White Board Marker Pen (Black / Blue / Red / Green)	Luxor / Camel / Kores/ equivalent brand	Rate per each	
294	White Board Marker Pen Ink	Good Quality	Rate per each	
295	White Envelope 10 x 4.5	Akasdeep/ equivalent brand	Rate per each	
296	White Envelope 11 x 5	Akasdeep/ equivalent brand	Rate per each	
297	White Envelope 9 x 4	Akasdeep/ equivalent brand	Rate per each	
298	Wooden Pencil	Natraj / Camel / Cello/ equivalent brand	Rate per each	
299	Odomos Cream (To prevent from mosquito) 50gm	Odomos/ equivalent brand	Rate per each	
300	Zip Bag (5" x 6")	Good Quality	Rate per each	
301	177 centimeter cross section Graph Paper(100 sheets per pkt)	Good Quality	Rate per pkt	
302	White Sticker Paper A4 Size (Glitter Paper)	Good Quality	Rate per pkt	



303	Bleaching Powder (Big bag)	Good Quality	Rate per Pkt.	
304	Bleaching Powder, 500gms per pkt.	Good Quality	Rate per Pkt.	
305	Broom (Bamboo)	Good Quality	Rate per each	
306	Broom (Phul Jharu)	Good Quality	Rate per each	

307	Broom Narikal Jharu (Standard size)	Good Quality	Rate per Kg.	
308	Ceiling Brush with bamboo handle	Good Quality	Rate per each	
309	Citronella 30 ml per Bottle	Good Quality	Rate per Bottle	
310	Cleaning Liquid Soap 500ml	VIM Liquid/ equivalent brand	Rate per each	
311	Cleaning Liquid Soap 750ml	VIM Liquid/ equivalent brand	Rate per each	
312	Cleaning Soap	VIM Bar/ equivalent brand	Rate per Pkt.	
313	Harpic Blue 200ml	Harpic	Rate per each	
314	Harpic Blue 500ml	Harpic	Rate per each	
315	Harpic Red 200ml	Harpic	Rate per each	
316	Harpic Red 500ml	Harpic	Rate per each	
317	Naphthalene Ball 100gms per Pkt	Diamond	Rate per each	
318	Odonil 50gm	Odonil	Rate per each	
319	Phenyl (450ml per Bottle) Black	Cross / Suraksha/ equivalent brand	Rate per Bottle	
320	Phenyl (500ml per Bottle) White	Cross / Suraksha/ equivalent brand	Rate per Bottle	

**Seal & sign of the bidder**