



BANKURA UNIVERSITY
(West Bengal Act XIX of 2013- Bankura University Act, 2013)
Main Campus, Bankura Block-II, P.O.: Purandarpur,
Dist.: Bankura, Pin- 722155, West Bengal
Office of the Registrar

No: RO/BKU/ 414/2021

Date: 01/10/2021

Tender Notice

Sealed quotations are invited from the reputed manufacturers, suppliers and Vendors for procurement of various stationary items.

The quotations are to be submitted to the Registrar, Bankura University, Bankura Block-II, P.O.- Purandarpur, Bankura, Pin- 722155. Last date of submission of quotation is on 08/10/2021 up to 3.00 p.m.

Eligibility criterion of participation in the tender:

- a) Bonafide, resourceful and reliable Vendors.
- b) An undertaking should be given stating thereby that the firm has not been debarred or penalized for any reasons out of work by any Government Department.
- c) Subletting of suppliers is strictly prohibited.
- d) The prospective bidders must have valid upto date clearance of Income Tax return / Professional Tax clearance certificate / P.T (Deposit Challan) / PAN Card / GST registration certificate.
- e) The prospective bidders must have valid Trade License/ Enlistment.
- f) The authorised Dealers/ Vendors must have authorization certificate of dealership.
- g) The suppliers who have been delisted or debarred by any government department shall not be eligible in any way.
- h) Past performance for vender will be judged (please attach three largest clients other than the Bankura University).
- i) Rate is to be inclusive of all taxes and transport charges etc.
- j) The rates will be valid upto 31/03/2022.
- k) The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.

Detail specifications of the various stationary items are given below:

Sl. No.	Name of the Item	Quantity
1	A4 Paper (Copy Power)	20 Rim
2	A4 Paper (P3)	80 Rim
3	Arch File	36 Pcs
4	Binder Clip (Bc-19)	12 Pkt
5	Binder Clip (Bc-25)	12 Pkt
6	Binder Clip (Bc-41)	12 Pkt
7	Calculator (Big)	3 Pcs

8	Calculator (Small)	3 Pcs
9	CD Marker Pen (Black)	30Pcs
10	CD Marker Pen (Blue)	30 Pcs
11	Correction Pen	24 Pcs
12	Cover File (Small)	60 Pcs
13	Erasers	3 Pkt
14	Floor Cleaner Brush	12 Pcs
15	Floor Cleaner Wiper	12 Pcs
16	Full Jharu	24 Pcs
17	Goog -Knight (Mosquito oil)	12 Pcs
18	Highlighter Pen	20 Pcs
19	James Clip (Steel)	60 Pkt
20	Jhul Jharu	12 Pcs
21	Jug (Plastic)	24 Pcs
22	Key Ring (Big)	24 Pcs
23	Knife- Rs 10	24 Pcs
24	L.B Soap (Rs-10)	24 Pcs
25	Lizol (500ml)	24 Pcs
26	Narkel Jhata	24 Pcs
27	Net Dustbin (Plastic)	24 Pcs
28	Page Marker	24 Pcs
29	Pencil Battery (AAA)	3 Pata
30	Pencil Battery (AA)	3 Pata
31	Phenyl (White) Cross 450ml	1 Katun
32	Phenyl (Black) Cross 450ml	1 Katun
33	Plastic Container Box (4" X 6")	12 Pcs
34	Register (Letter Issued- Big) 200 Page	18 Pcs
35	Stock Register General (400 Page)	18 Pcs
36	Stock Register General (200 Page)	18 Pcs

37	Visitor Register (100 Page)	12 Pcs
38	Rule-Register (40 Page)	36 Pcs
39	Rule-Register (72 Page)	36 Pcs
40	Register (Student Attendance) Page-1	60 Pcs
41	Register (Student Attendance) Page-2	60 Pcs
42	Rin Soap (Rs-5)	36 Pcs
43	Room Freshener (Ambipur)	12 Pcs
44	Rubber Band (5")	1 kg
45	Scale (Plastic)	36 Pcs
46	Sharpener	3 Pkt
47	Stapler-10 No (Kangaro)	20 Pcs
48	Stapler Pin (No -10)	2 Box
49	Taramax Gel Pen (Blue)	5 Pcs
50	Taramax Gel Pen (Green)	10 Pcs
51	Taramax Gel Pen (Red)	10 Pcs
52	U & T Pen Black(C-Tone)	60 Pcs
53	U & T Pen Blue (C-Tone)	60 Pcs
54	U & T Pen Green(C-Tone)	20 Pcs
55	U & T Pen Red (C-Tone)	60 Pcs
56	Water Bottle (Milton-1L)	36 Pcs
57	Colin (500ml)	1 Katun
58	Cello tape 2" (Clear)	24 Pcs
59	Green Tea (Lipton-H/L)	8 Pkt
60	1 TB External Hard Disk	1 Pcs
61	Paper Weight	24 Pcs
62	Bleaching Powder (500-G)	10 Pkt
63	Plastic Balti (Medium)	10 Pcs
64	Pen Stand	10 Pcs
65	Soft-Duster	30 Pcs

66	Fevicol MR (200ML)	24 Pcs
67	Fevi-Gum (200ml)	24 Pcs
68	Fevi Stick	30 Pcs
69	Scissor (190mm)	12 Pcs
70	Slip Paper (4" X 4")	10 Pkt

Sd/-
Prof. Subir Kumar Roy
Registrar (Addl. Charge)
Bankura University

Memo No. RO/BKU/ 414/1(5)/2021

Date:01/10/2021

Copy Forwarded to:

1. The Finance Officer, Bankura University.
2. System Administrator, Bankura University with a request to upload the notice in the university website
3. Central Store, Bankura University
4. Office Notice Board.
5. Guard file

Sd/-
Prof. Subir Kumar Roy
Registrar (Addl. Charge)
Bankura University