



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/123/2026

Date: 12/03/2026

Tender Notice

Sealed quotations are invited from the reputed manufacturers, suppliers and vendors for supply of Stationary items for Bankura University.

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 18.03.2026 up to 3.00 p.m.

Eligibility criterion of participation in the tender:

- Bonafide, resourceful and reliable Vendors.
- 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.
- Subletting of suppliers is strictly prohibited.
- 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**.
- The prospective bidders must have valid Trade License/ Enlistment.
- The authorised Dealers/ Vendors must have authorization certificate of dealership.
- The suppliers who have been delisted or debarred by any government department shall not be eligible in any way.
- Rate is to be inclusive of all taxes, transport charges and installation.
- The rates will be valid upto 31.12.2026.
- The University reserves the right to accept or reject any quotation without assigning any reason whatsoever.

Detail specifications of the items are given below:

Sl. No.	Item Name	Quantity
1	Plastic folder File (Good quality-Single)	120 Pcs
2	Floor Cotton Mop (10 inch-Wide- Long Handel)	24 Pcs
3	A4 Paper (jk-70 gsm)	100 Ream
4	Cartridge (12A- Frontech)	30 Pcs
5	Cartridge (88A- Frontech)	30 Pcs
6	Stamp Pad (Faber Castell)	24 Pcs
7	Scissor 190mm (KEA-SC-403)	24 Pcs
8	Agni Pen (U & T- Black)	60 Pcs
9	Agni Pen (U & T- Blue)	60 Pcs
10	Exm Board	12 Pcs
11	Cellotape (2 inch – White – Big)	24 Pcs
12	Meeting Resolution Book (Kalpana)	60 Pcs

13	Odonil (Bath room Freshiner)	06 Box (Pack of 30 Pkt)
14	Water Bottle (Milton-1 Ltr)	120 Pcs
15	Excel Bond Paper (Copy power-500 Pcs)	05 Ream
16	Computer Monitor (Zebster-15 inch)	03 Pcs
17	Cartridge (110A- Frontech)	10 Pcs
18	Cartridge (136A- Frontech)	10 Pcs

Sd/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University

Memo No. RO/BKU/123/1(5)/2026

Date:12/03/2026

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/-
Dr. Saurabh Dutta
Registrar (Addl. Charge)
Bankura University