MAHISHADAL RAJ COLLEGE

(Govt. Sponsored)

Estd. : 1946

NAAC accredited 'A' Grade College

DST (FIST) Govt. of India Approved College

Mahishadal : Purba Medinipur

E.mail : principal.mrc1946@gmail.com

Phone : 03224-240220

QUOTATION NOTICE

No. : QUOT 06/26
MAHISHADAL RAJ COLLEGE
Date : March 10, 2026

Sealed quotations are invited from the reputed vendors/suppliers to supply the following items (Office Stationery) in the prescribed format, attached herewith, at Principal's Chamber of Mahishadal Raj College as per the specification. Selection of vendors/suppliers will be made on the basis of Less Percentage on M.R.P.

Last Date of receiving sealed quotation at Principal's Chamber : 24.03.2026 upto 2.00 p.m.

Opening of sealed quotation at Principal's Chamber : 24.03.2026 after 2.00 p.m.

(Dr. Goutam Kumar Maity)
Principal
Mahishadal Raj College

Dr. Goutam Kumar Maity
Principal
Mahishadal Raj College
Mahishadal, Purba Medinipur

Encl. : List of Items (Office Stationery)

MAHISHADAL RAJ COLLEGE

OFFICE STATIONERY QUOTATION FOR 2026 - 2027

NAME OF THE VENDOR :- .....

ADDRESS :- .....

.....

PHONE NUMBER :- .....

GST NO. :- .....

SL. NO.	ITEMS NAME	BRAND NAME	RATE IN RS. WITH GST
1	VARIOUS TYPES OF REGISTER KHATA (2 NO, 4 NO, 6 NO, 8 NO, 10 NO, 12 NO, 14 NO, 16 NO, 18 NO ETC.)	GOLDEN EAGAL & OTHERS BRAND	
2	STUDENTS ATTENDANCE REGISTER (2 PART, 4 PART, 6 PART ETC.)	GOLDEN EAGAL & OTHERS BRAND	
3	PURCHASE REGISTER (VARIOUS NO.)	GOLDEN EAGAL & OTHERS BRAND	
4	STOCK REGISTER (VARIOUS NO.)	GOLDEN EAGAL & OTHERS BRAND	
5	LETTER ISSUE REGISTER (VARIOUS NO.)	GOLDEN EAGAL & OTHERS BRAND	
6	CLOTH COVER FILE	EAGAL & OTHERS BRAND	
7	GUARD FILE	EAGAL & OTHERS BRAND	
8	CLEAR FILE (VARIOUS TYPES)	EAGAL & OTHERS BRAND	
9	FEVISTICK (VARIOUS TYPES)		
10	FEVIGUM (VARIOUS SIZES)		
11	DEDRITE TUBE		
12	FEVICOL TUBE & BOTTLE (VERIOUS WEIGHTS)		
13	JEMES CLIPS (COATED & NON-COTED, VERIOUS TYPES)		
14	ALPIN (VARIOUS TYPES)		
15	STAPLAR	KANGAROO-555, KANGAROO-10 & OTHERS)	
16	STAPLAR-PIN (10 NO, 24 NO.)		
17	INK-PAD	(KORES-VARIOUS SIZES)	
18	PAD-INK	KORES	
19	KNIFE	(VARIOUS BRANDS & SIZES)	
20	SCISSORS	(VARIOUS BRANDS & SIZES)	
21	RUMAL DUSTER/CLOTH DUSTER		
22	USE & THROW PEN - BLUE/BLACK	VARIOUS BRAND	
23	USE & THROW PEN - RED		
24	GEL PEN (BLUE, BLACK, RED & GREEN)	VARIOUS BRAND	
25	GUM BOTTLE (GOOD QUALITY)		
26	TOILET BRUSH (GOOD QUALITY)		
27	BASIN/SINK BRUSH (GOOD QUALITY)		
28	HARPIK (BIG BOTTLE)		

29	MURIATIC ACID (BOG BOTTLE)		
30	BLEACHING POWDER	BENGAL CHEMICALS	
31	NAPTHALIN	BENGAL CHEMICALS	
32	PHYNILE - 5 LTR. JAR (BLACK)	BENGAL CHEMICALS	
33	PHYNILE - 5 LTR. JAR (WHITE)	BENGAL CHEMICALS	
34	NYMAILE (BIG SIZE) - WHITE PHYNILE		
35	TAG (GOOD QUALITY)		
36	GOODKNIGHT - LIQUID (ONLY)		
37	GOODKNIGHT - MACHINE WITH LIQUID		
38	PENCIL (HB)	APSARA	
39	ERASER	DOMS & OTHERS	
40	RUBBER BAND - PER 100 GMS/PER 500 GMS		
41	PERMANENT MARKER (VARIOUS SIZE) (BLACK, BLUE, RED, GREEN)	DOMS & OTHERS	
42	WHITENER	DOMS & OTHERS	
43	WHITE BOARD MARKER (BLUE/BLACK/RED)		
44	WHITE BOARD MARKER INK (BLUE/BLACK/RED)		
45	WATER JUG (GOOD QUALITY)		
46	WATER MUG (GOOD QUALITY)		
47	BUCKET (PLASTIC) (VARIOUS SIZES WITH VERIOUS BRAND)		
48	STEEL SCALE (GOOD QUALITY)		
49	PLASTIC SCALE (GOOD QUALITY)		
50	SUTHLI DORI (PER KG.)		
51	BROWN PAPER (PER DISTA)		
52	JK EASY COPIER - A4 SIZE (70 GSM)		
53	JK EASY COPIER - LEGAL SIZE (70 GSM)		
54	KEY & LOCK (VARIOUS SIZES WITH VERIOUS BRAND)		
55	WATER BOTTLE (VARIOUS SIZES WITH VERIOUS BRAND)		
56	PLAIN KEY RING (VARIOUS SIZES)		
57	WATER SPONGE		
58	BGPPL - A4 SIZE (MACHINE FRIENDLY PAPER) (75 GSM)	ALPHA POWER	
59	BGPPL - LEGAL SIZE (MACHINE FRIENDLY PAPER) (75 GSM)	ALPHA POWER	
60	RED TWO FLAP FOLDER FILE		
61	CHANNEL FILE (GOOD QUALITY)		
62	CELO TAPE (TRANSPERANT)	VARIOUS TYPES & SIZE	
63	CELO TAPE (BROWN)	VARIOUS TYPES & SIZE	
64	JHARU/JHARAN (FIBRE/NORMAL)	GOOD QUALITY	
65	CHALK - FOR BLACKBOARD (BIG CARTOON)		
66	CHALK - (WHITE) FOR BLACKBOARD (BIG CARTOON)		
67	CHALK - (COLOUR) FOR BLACKBOARD (PER BOX)		
68	BLACK BOARD DUSTER (PER 12 PCS.)	GOOD QUALITY	
69	VARIOUS TYPES OF DUSTBIN (MEDIUM SIZES)	VARIOUS BRAND	
70	BIG SIZE TOWEL	GOOD QUALITY	
71	SMALL SIZE TOWEL	GOOD QUALITY	
72	TABLE CLOTH (PER METER)	GOOD QUALITY	
73	ROOM FRESHNER	VARIOUS BRAND	
74	555 - THREAD (COTTON)		
75	NIDLE	VERIOUS TYPES	
76	ALPHA POWER (A4 SIZE) 75 GSM (500 SHEETS)		
77	ALPHA POWER (LEGAL SIZE) 75 GSM (500 SHEETS)		
78	BROWN PAPER (RATE PER DISTA)	VARIOUS TYPES	
79	COLIN (BIG SIZE)		

SIGNATURE OF THE VENDOR