

OFFICE OF THE PRINCIPAL, SHAHEED UDHAM SINGH GOVT.
COLLEGE MATAK MAJRI-INDRI (KARNAL)

Email ID :susgcmm@gmail.com

Memo No. 4119

Dated : 16/10/2025

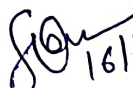
PUBLIC NOTICE

Subject: Quotation for the supply of stationery items for the session 2025-26.

Quotation for the supply of stationery is hereby invited for the year 2025-26 and request you to send the same by quoting the maximum discount rates for S.U.S. Govt. college Matak Majri, Indri which you can offer to this institution. The quotation should reach the undersigned on or before 26/10/2025. Thereafter no quotation will be entertained. It should be sent by register post/by hand, sealed cover. The list of stationery items required is enclosed herewith.

The term and conditions for quotations:-

1. Quotations must be reached in the College26/10/2025.....
2. The rates must be rent free in the Quotation.
3. Quotation is enclosed in envelope.
4. Provide rated including GST.


16/10/25
C/OE


16.10.25
Principal
S.U.S. Govt. College
Matak Majri-Indri (Karnal)

List of Stationery Items for Quotation

Sr. No.	Particular	Rate
1.	A4 Size Paper	
2.	Legal Paper	
3.	Seizer small Seizer Big	
4.	White Tag Small (Bundle)	
5.	Green Tag Big (Bundle)	
6.	Stapler Medium Kangaro Stapler Big Kangaro	
7.	Stapler Pin small Stapler Pin Big	
8.	File Cover (3000 No. Tag File)	
9.	File Cover (350 No. White)	
10.	Fluid	
11.	Flapper	
12.	Blue Pen	
13.	Red Pen	
14.	Green Pen Pilot	
15.	Pencil Box	
16.	Erasser	
17.	Linedar Register 50 Pages Linedar Register 100 Pages Linedar Register 150 Pages	
18.	Cutter	
19.	Punch	
20.	Fevi Stik (Small)	
21.	Fevi Stik (Big)	
22.	Envelope Big – Envelope A4 (Medium Size) Envelope Small	
23.	Scale Steel Scale Plastic	
24.	Dustbin	
25.	Dust Cloth	
26.	Plastic Tray for Stationery	
27.	Paper Weight	
28.	Colin	
29.	Fevicol	
30.	Gum Bottle	
31.	Highlighter	
32.	Cello tape	
33.	Flag	
34.	Stick Notes	
35.	Calculator Casio 450	
36.	Ink Pad	
37.	Govt. TA/DA Bill form	
38.	Diary Register 500 pages	
39.	Dispatch Register 500 pages	
40.	Battery Cell	
41.	Office Bell	

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M. S. S.
16/10/25
Principal
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