

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

Email ID :susgcmm@gmail.com

Memo No. 5596

Dated : 15/04/2026

PUBLIC NOTICE

Subject: Quotation call for the supply of stationary items for the session 2026-27.

Sealed Quotation for the supply of stationary items is hereby invited for the session 2026-27 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 list of stationary items required is enclosed herewith.

The term and conditions for quotations:

All quotations with "Quotations for Stationary items" highlighted on the envelope must reach up to 22/04/2026. Thereafter no quotation will be entertained. It should be sent by register post/by hand, sealed cover.

1. Rate quoted should be F.O.R. Shaheed Udham Singh Govt. College, Matak Majri, Karnal.

2. GST should be as per Govt. norms.

3. Conditional quotations would not be accepted.

4. The undersigned reserves the right to accept/reject any or all quotations without assigning any reason.

f@ 15/4/2026


Principal
S.U.S. Govt. College
Matak Majri-Indri (Karnal)
15.4.26

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 (340 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) Fevi Stick (Big)	
21.	Chalk Duster	
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 Small Big	
29.	Fevicol/White Glue Small Big	
30.	Gum Bottle Small Big	
31.	Highlighter	
32.	Cello tape Small Big	

M. S. S.

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	
42.	Marker small Big	

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15/4/26
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M. S. M.
Principal
S.U.S. Govt. College
Matak Mairi-Indri (Karnal)