

OFFICE OF THE PRINCIPAL, MUNICIPAL COLLEGE, ROURKELA- 769 012No. 2238 /MCRDate 23 / 07 / 2025**QUOTATION CALL NOTICE**

Sealed quotations are invited from reputed suppliers/firms having GSTN and TIN no for supply and fitting of the following office stationaries for office of the Principal Municipal College, Rourkela which shall be valid for one year. The quotations should reach the undersigned within seven days from the date of issue of the notice. The rate should be quoted excluding all taxes.

Sl. No.	Name of the item	Make/Specification	Quantity
01	Paper pin (T)	Bell/ LINC	Per pkt
02	Paper pin holder /paper clip	Bell/ LINC	Per piece
03	Arch file	Filex	Per piece
04	Bleaching powder	Best Quality	Per kg
05	Board file	Best Quality	Per piece
06	Broom (Flower Grass)	Best Quality	Per piece
07	Broom (Coconut)	Best Quality	Per piece
08	Cash Book	Oxford	Per No.
09	Chalk	Bell	Per pkt
10	Clip File	Oxford	Per piece
11	Cotton pad floor mop	Best Quality	Per bundle
12	Cover File	Ambassador	Per piece
13	Duplicate Carbon	Kores	Per pkt
14	Copier paper A4 , 75 GSM	JK Copier	Per pkt
15	Duplicating paper Legal- Size	JK Copier	Per pkt
16	Envelope A 4 Big	Best Quality	Per piece
17	Eraser	Apsara	
18	Envelope A 4 Medium/Standard	Best Quality	Per piece
19	Stick paper Flags	Best Quality	Per bundle
20	Fly Leaf	Best Quality	Per piece
21	Gamaxine Powder	Best Quality	Per kg
22	Guard file	Best Quality	Per piece
23	Gum 150 ml	Camlin	per bottle

Contd. P/2

24	Gum 750 ml	Camlin	per bottle
25	Gum Stick	Fevistick	Per piece
26	Hand Wash (200 ml)	Detol	Per bottle
27	Iron Brush (Toilet Brush)	Galla	Per piece
28	Khadika Jhadu	Best Quality	Per piece
29	Lock small	LINC	Per piece
30	Lock Mediuml	LINC	Per piece
31	Mop	Gala	Per Piece
32	Naphthalene	Best Quality	Per pkt
33	Pen (Blue/Black/Red)(	Pentonic	Per piece
34	Pencil	Apsara	Per pkt
35	Pencil Cutter	Apsara	
36	Pencil Battery AA	Duracell	Per piece
37	Pencil Battery AAA	Duracell	Per piece
38	Register No. 12	Rajesh	Per piece
39	Register No. 14	Rajesh	Per piece
40	Register No. 16	Rajesh	Per piece
41	Register No. 20	Rajesh	Per piece
42	Register No. 24	Rajesh	Per piece
43	Register No. 4	Rajesh	Per piece
44	Register No. 6	Rajesh	Per piece
45	Register No. 8	Rajesh	Per piece
46	Roof Wiper	Plain/Plastic	Per piece
47	Rubber Band	Nylon Best Quality	Per kg
48	Soap Small	Lifebouy	Per piece
49	Stamp Pad (110 mm x 69 mm)	Faber castle	Per piece
50	Stapler Pin -10hp	Kangaroo	Per piece
51	Stapler Pin -45hp	Kangaroo	Per piece
52	Stock Register	Oxford	Per No
53	Tag (colour)	Best Quality Nylon standard size	Per piece
54	Thread Bundle	Best Quality	Per bundle
55	Toilet Cleaner	Harpic	Per bottle
56	Toilet Cleaner (Acid)	Best Quality	Per bottle
57	Toilet Cleaner Brush	Galla	Per piece

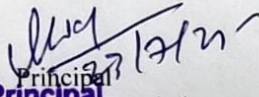
Contd. P/3

58	Washing powder	Wheel	Per kg
59	White & Black Phenyl	Konark	Per litre
60	White Board Eraser Duster	Flair	Per piece
61	White Board Marker Ink (10 ml & 500 ml)	Camlin	Per pkt
62	White Board Marker Pen	Camlin	Per pkt
63	Permanent Marker	Camlin	Per pkt
64	Adhesive Tape Roll (Transparent) 1.5 "	Best Quality	Per pkt
65	Adhesive Tape Roll (Brown) 1.5 "	Best Quality	Per pkt
66	Exam Scale	Camlin	Per pkt
67	Text Liner (Highlighter)	Faber Castel	Per pkt
68	Whitener	Camlin	Per pkt

1. The participants should submit quotation super-scribed as "Quotation for <Supply of office stationaries.>" so as to reach the undersigned on or before .21.07.2025

2. The quoted price should include GST.

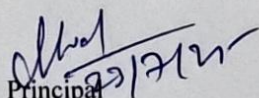
3. The quotation will be opened on .04.08.2025 at 12.30 P.M. at Principal's chamber. The participants or their representatives may be present in the meeting.


Principal
Municipal College, Rourkela
Municipal College
Rourkela-12

Memo No...2239...../MCR

Date...02.07.2025...../2025

Copy to General Notice Board/ / Accounts Section/ Office guard file for information and necessary action.


Principal
Municipal College, Rourkela
Municipal College
Rourkela-12