



OFFICE OF THE PRINCIPAL

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BAHONA COLLEGE

P.O.: BAHONA, JORHAT-785101(Assam)
(AFFILIATED TO DIBRUGARH UNIVERSITY)

Ref. No. : BC/Q-2/Part- I/10369

Date.:26/06/2024

NOTICE INVITING QUOTATIONS

Principal, Bahona College invites sealed Quotations from reputed manufacturers/Registered firms/suppliers for **Supply of Stationary Item** to Bahona College as per enclosure in given format within Seven Days (07) of this notification as stated below.

Last date of submission of quotation : **02/07/2024**

Date of Opening quotation : **03/07/2024**

Copy to:

- 1) College Website for publication
- 2) Public notice board

Shahar
Principal
Bahona College
P.O: Bahona, Jorhat-785101

Principal
Bahona College

QUOTATION DOCUMENTS (Financial Bid)

Quotation Notice No:- *BC/Q-2/Part- I/.....Date.:.....*

Name of the Firm/Proprietor :

Address :

GST No :

Mobile. No:

NAME OF ITEMS : Supply of Stationary Item

Sl. No	Item	Make	Rate offered per	OR	Discount on MRP
1	A4 color paper				
2	A4 Size Brown envelope Cloth				
3	A4 size Photo Paper				
4	A4 Size White Paper				
5	A4 Sticker Paper				
6	All Pin				
7	Student Attendance Register				
8	Binder Clip				
9	Bond Paper				
10	Box File				
11	Button Folder				
12	Buzzer Bell				
13	Calculator				
14	Candle				
15	Carbon Paper				
16	Card Sheet				
17	Cash Book				
18	Cell (AA)				
19	Cell (AAA)				
20	Cell Tape Dispenser				
21	Chart Paper				
22	Cloth A3 Size Envelope				
23	Cloth A4 Size Envelope				
24	Despatch Register				
25	Double Hole Punch				
26	Electronic Call Bell				
27	Entry Register				
28	Eraser				
29	Fevi Gum				

Sl. No	Item	Make	Rate offered per	OR	Discount on MRP
30	Fevi Quick				
31	Fevi Stick				
32	Fevicol				
33	File Board				
34	Flag-Tri Color				
35	Heavy duty Punching machine				
36	Highlighter Pen				
37	Stamp Pad (Blue)				
38	Stamp Pad (Red)				
39	Knife Big				
40	Knife Small				
41	Legal Paper				
42	Log Book				
43	MB Book				
44	Normal Dot Pen				
45	Note Pad				
46	Notice Board pin				
47	Numbering Machine				
48	Office File				
49	Paper Tray				
50	Paper Weight				
51	Pencil				
52	Peon Book				
53	Permanent Marker				
54	Register 240				
55	Register 320				
56	Rubber Band (Small)				
57	Rubber Band (Big)				
58	Scale				
59	Scissors				
60	Sealing Wax				
61	Sharpner				
62	Single Hole Punch				
63	Small Non Windows Envelope				
64	Small Windows Envelope				
65	Stapler (Small)				

Sl. No	Item	Make	Rate offered per	OR	Discount on MRP
66	Stapler (Big)				
67	Stapler Pin- 10 No				
68	Stapler Pin-23/17				
69	Stapler Pin-24/6				
70	Stapler for 100 pages and above				
71	Sticky pad Yellow				
72	Stock Register 200				
73	Stock Register 450				
74	Bound Register- 8 &10				
75	Transparent Tape- 3” & 5”				
76	Brown Tape-3” & 5”				
77	Thread				
78	Zems Clip				
79	Voucher File				
80	Water Damper				
81	White Board				
82	Green Board				
83	White Board Duster				
84	Whitener				
85	Yellow Envelope A3 Size				
86	Yellow Envelope A4 Size				
87	Book Card				
88	Book Pocket				
89	Due date slip				
90	Spine label				
91	Card Sheet for I-Card				
92	Table Tray				
93	Staple Remover				
94	Table Tray				
95	U-Clip				
96	Stamp Pad Ink				
97	Transparent Sheet				

Date:

Signature of the Proprietor with seal