



Hijli College
Kharagpur – 721306

Date: 29.03.2025

TENDER NOTICE

Quotations are invited from vendors for supply of following items on regular basis. The contract will be for 1 year. Price of the items should be mentioned in the quotation. For further clarification vendors are requested to contact College office.

Type	Items	Quantity	Rate
Office Requirements	1. Gum Bottles 2. Stepler 3. Stepler Pin 4. Sellotape 5. Tag Suta 6. Board Pin 7. Xerox Paper (A4 & Legal – 75 GSM) 8. Ink for Pad 9. Stamp Pad 10. Punching Machine 11. Pen 12. Lever Arch File 13. Gudder 14. Board clip 15. Big envelope 16. Whitener 17. Paper weight 18. Marker 19. Highlighter 20. Scissor 21. Register (No. 4,6,8) 22. Pencil 23. Rubber 24. Gems Clip 25. White Duster (Cloth) 26. Board Pin 27. Cash book 28. Daily Collection Register 29. Chalk 30. Binding Plastic rope 31. Attendance (Student) Register 32. Resolution Register 33. Despatch Register 34. Attendance (Teacher) Register 35. Cartage HP Laser Jet 1020 36. Laser Jet Pro MFP M226DW 37. Laser Jet Pro MFP M226DN	20 bottles 20 pcs 3 box (1 big & 2 small) 10 packets (5 small & 5 Big) 2 packets 5 packets 2 box (pack of 10 each box) 03 bottles 20 pcs 05 pcs 30 (10 black. 10 blue & 10 red) 30 pcs 2 packets 05 packet 100 pcs 10 pcs 10 pcs 10 pcs 10 pcs 05 pcs 100 pcs (30,40,30) 10 pcs 10 pcs 05 packets 10 pcs 05 packets 03 pcs 03 pcs 1 box 02 100 pcs 100 pcs 02 pcs 50 pcs 03 Pcs 01 Pc 01 Pc	

The last date of submission is **07.04.2025**.

E-Mail Id- hijlicollegekgp@gmail.com

Dr. Asis Kumar Dandapat
Principal
Hijli College



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Type	Items	Quantity	Rate
Stationary Requirements	1. Gloves for cleaning	12 pcs	
	2. Phenyl (Black)	03	
	3. Phenyl (White)	12	
	4. Duster	8 packets	
	5. Naphthalene	06 packets	
	6. Jhata	08 pcs	
	7. Fuljharu	02 pcs	
	8. Harpic	01 pc	
	9. Jhuljharu	05 pcs	
	10. Brush (Toilet)	10 pcs	
	11. Odonile	02 bottles	
	12. Acid	04 bottles	
	13. Moping	04 pcs	
	14. Mog	10 pcs	
	15. Papos	04 pcs	
	16. Bleaching	04 bottles	
	17. Handwash (Dettol)	06 bottles	
	18. Room Freshener	06 bottles	
	19. Colin	02 bottles	

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Type	Items	Rate
Transport (Per K.M. basis)	Kharagpur to Kolkata (per K.M. budget) Kolkata to Kharagpur Kharagpur to Midnapore Midnapore to Kharagpur	

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Type	Items	Rate
Food & Refreshment (Minimum 15)	1. Meal budget (Vegetable/ Mutton/Fish/Chicken) 2. Snacks (Laddu/ Singara/ Biscuit/ Cake)	

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