



**GOVERNMENT GENERAL DEGREE COLLEGE, TEHATTA**  
**OFFICE OF THE PRINCIPAL**  
**HIGHER EDUCATION DEPARTMENT**  
**GOVERNMENT OF WEST BENGAL**

AT: TEHATTA; P.O: TEHATTA; DIST: NADIA; PIN CODE: 741160; WB, INDIA. Email: tehattagovtcollege@gmail.com  
(AFFILIATED TO UNIVERSITY OF KALYANI)

**Memo No.: 90/TGC/2024-25**

**Date: 03.09.2024**

**TENDER NOTICE INVITING QUOTATIONS**

Sealed tenders/quotations with relevant documents [Mobile No., Email ID, Self-attested photocopy of PAN) are being invited from suppliers/vendors/reputed firms for supplying/providing following listed items for the Government General Degree College, Tehatta, P.O.- Tehatta, Dist.- Nadia; PIN-741160.

**TERMS & CONDITIONS**

- All the quotations with relevant documents should reach the office by **11.30 A.M. on 09/09/2024**.
- Incomplete quotation (without proper documentations and quotations which do not follow above mentioned terms and conditions) will be immediately rejected.
- Scaled tender quotations will be opened in the Office of the Officer-in-Charge in presence of members of Purchase Sub-committee of the college on **09/09/2024 at 12 noon** and vendors are requested to be present positively during the opening of tender.
- Firms with previous experience of delivering items on Govt. Colleges will be preferred naturally.
- The college authority has the power to cancel the order at any time with or without prior notice
- The materials should reach the college **within seven (07) days** from the date of purchase order.
- No TA/DA and carrying cost will be provided.
- The college authority may or may not purchase materials from selected vendors through this tender.

**Please note that only the price of the individual item will be considered. Hence participants are directed to clearly mention their item price and not to discount on the price of the item.**

Joint Convener  
Purchase Sub-committee



Officer-in-Charge  
Govt. General Degree College, Tehatta

Officer-in-charge  
Govt.Gen.Degree College, Tehatta  
Nadia-741160

## LIST OF ITEMS

Sl. No.	Items/Particulars	Price/Unit (in Rs.)
1.	Jungle Cleaning (Whole College Premises: Inside & Outside)	
2.	B2B Printing Paper (A4 & A3)	
3.	Pencil Cells Battery (AA & AAA)	
4.	Ballpoint Pen (Black, Blue, Red)	
5.	PILOT Hi-Tech Pen (Green)	
6.	Pen Holder	
7.	Graphite Pencil	
8.	Pencil Sharpener	
9.	APSARA Non-Dust Erasers (Small, 20 piece)	
10.	Colourful Chalk (Box)	
11.	Black Board Duster	
12.	CAMLIN White Board Marker Pens	
13.	White Board Duster (With Marker Holder)	
14.	Permanent Marker Pen	
15.	Correction Pen (Whitener)	
16.	Highlighter Pen	
17.	Stamp Pad	
18.	Stamp Pad Ink	
19.	Paper Weight	
20.	Register Book (Size: 2, 4, 6 & 8)	
21.	Attendance register	
22.	Envelope (Small, Large)	
23.	A4 Four Flap File	
24.	A4 Transparent File	
25.	Channel File	
26.	Stapler (Big & Small)	
27.	Stapler Pin (Big & Small)	
28.	Paper Punching Machine (1 Hole & 2 Holes)	
29.	Nylon Cable Zip Tie	
30.	Tag (Size: 3 X 4 Cm)	
31.	Hand Tool Kit Set	
32.	Scissor (Big & Small)	
33.	Padlock Lock & Key	
34.	Big Size Umbrella (8 ft)	
35.	Cello Tape	
36.	Black Tape	
37.	Tape Dispenser (1 inch tape)	
38.	Sticky Notes (3 x 3 inches)	
39.	Fevistik (15 g)	
40.	Fevi Gum (200 ml)	
41.	Office Paste Gum (700ml)	
42.	Sealing Wax (Gala)	
43.	Wax Seal Stamp	
44.	Candle	
45.	Match Box Sticks (10 Boxes)	
46.	Self-Inking Stamps	
47.	Glass Scale (Big & Small)	
48.	Stainless Steel Scale (Big & Small)	

49.	Steel Gem Clip/U Clip (30mm)	
50.	Soft Board Pin (10 mm)	
51.	All Pin/Paper Pins	
52.	Binder Clip (Size: 15, 19, 25, 32, 41, 51 mm)	
53.	Gem Paper Clip (28 mm)	
54.	Hand Towel	
55.	Chair Towel	
56.	Mask	
57.	Hand Sanitizer	
58.	Hand Wash	
59.	Bleaching Powder	
60.	Carbolic Acid	
61.	Room Air Freshener	
62.	NOK 99 (320 ml)	
63.	Naphthalene Balls	
64.	MILTON Water Bottle (1 L)	
65.	Plastic Bucket	
66.	Plastic Water Jug	
67.	Plastic Mug (1.5 L)	
68.	Office Basket	
69.	Office Duster (Big)	
70.	Multipurpose Storage Basket	
71.	Harpic Toilet Cleaner (1 L)	
72.	Floor Cleaner - Phenyl (1 L)	
73.	Toilet Cleaning Brush	
74.	Grass Dry Broom	
75.	Coconut Brooms	
76.	Plastic Swing Lid Dustbin (10 L)	
77.	Photo Frames for Wall with Coloured Photo	
78.	Desk Nameplate (Metallic and Changeable)	
79.	Room Nameplate (Metallic)	
80.	8MM Glass (4ft * 2ft)	
81.	Office Small Key Bag	
82.	Xerox Cartridge (Canon Image Runner 2002)	
83.	Printer Cartridge (HP M-1136, CANON F166500, HP LASER JET 1020 PLUS, EPSON COLOUR L6190)	
84.	Mouse pad with Wrist Rest	
85.	Keyboard Brush	
86.	Calling Bell for Office	
87.	Digital Wall Clock	
88.	Casio Calculator (14 Digit)	