

VIDYASAGAR SHISHU NIKETAN

Under the Society for the Betterment of Education, Midnapore

Higher Secondary English Medium School (ICSE & ISC)

Affiliation No.: WB/162

E-Mail ID: vsn162@live.com Website: www.vsn.ac.in

Memo No.: 3197/VSN/NIT/2025

Date: 10-3-2025

NOTICE INVITING TENDER

Sealed Tenders are invited separately for the items mentioned below from reliable agencies having work experience in similar field for the following:-

- Item No. 1.** Printing items to be printed throughout the academic session 2025-26. (List of items is enclosed in Annexure-1)
- Item No. 2.** Stationery articles for the school to be used throughout the academic session 2025-26. (List of articles is enclosed in Annexure-2)

The Tenders will be valid for one year.

Last date for submitting tender: 23.03.2025 by 10.00 a.m. at VSN High School Campus.

Date of opening the tender on 24.03.2025 at 1.00 p.m.

Terms & Conditions:

1. Intending tenderers have to submit their tender in prescribe tender form with upto date IT, PTax, PAN CARD., CGST & SGST Certificate, Credential Certificate, Trade License etc. All items as mentioned in Tender must be supplied by tenderer.
2. Intending tenderers have to submit a Demand Draft in the name of the Principal, Vidyasagar Shishu Niketan of any recognized Bank amounting Rs. 5,000/- (Rupees Five thousand only). Demand Draft will be returned after one year of the completion of the session.
3. At the time of submission of tenders the Notice Inviting Tender No. & date to be mentioned on the envelope.
4. Vidyasagar Shishu Niketan is not bound to accept the lowest tender and reserves the right to reject any/all tenders without assigning any reason thereof.
5. Supply order will be issued as per need.
6. Rate including GST to be mentioned on the page.


Principal

Vidyasagar Shishu Niketan

Memo No. 3197/VSN/NIT/2025

Dated : 10-3-2025

Copy forwarded for information and wide publication through notice board to:

1. The Siksha Karmadhaksha, Zillaparishd, Paschim Medinipur
2. The District Education Officer, SSM, Paschim Medinipur
3. The DIO NIC, Paschim Medinipur
4. The District Inspector of Schools (S.E.), Paschim Medinipur
5. The District Inspector of Schools (Primary Education), Paschim Medinipur
6. C.A. to the District Magistrate, Paschim Medinipur
7. H.A. to the Police Office, Paschim Medinipur
8. C.A. to the ADM (General)/ADM(LR)/ADM (Panchayat)/ADM (Dev.), Paschim Medinipur
9. C.A. to the Sub-Divisional Officer, Midnapore Sadar, Paschim Medinipur.


Principal

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[ITEM-2 Stationery articles]

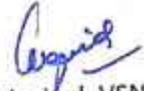
(ANNEXTURE-2)

Sl. No.	Item Name	Brand Name	Rate for Each Quantity
		JK Easy Copier	1 Rim
1	A4 Paper (70GSM)	Good Quality	1 Pc
2	Art Paper	Good Quality	1 box
3	Alpin	Dipak	1 Pc
4	Bucket	Good Quality	1 Pc
5	Belcha	Oddy	1 box
6	Binder Clip 25mm	Oddy	1 box
7	Binder Clip 32mm	Oddy	1 pc
8	Binder Clip 3/4	Kangaru	1 kg
9	Big Stapler	Bengal Camical	1 box
10	Bleching Powder	Oddy	1 pc
11	Board Pin	Solo	1 Pc
12	Buttan folder	Scotch bite	1 packet
13	Brush (Hand Brush for toilet)	Good Quality	1 Pc
15	Candles(Medium)	CASIO MJ-12 D	1 pc
16	Calculator (Full Plastic Body)	Good Quality	100 gm
17	Carbon	Good Quality	1 Pc
18	Carbolic Acid	Good Quality	1 Pc
19	CD Marker Black	Kores	1 box
20	Clear Glue Stick	Good Quality	1 pc
21	Chalk	Kuber Industries Cotton	1 pc
22	Chair Towels	Good Quality	1 pc
23	Channel File	Ajanta	1 Pc
24	Clock(wall)	Good Quality	500gm
25	Cloth Duster	Colin	1 Pc
26	Colln (Big) (500gm)	Hercules/ Good Quality	1 Pc
27	Cover File (Midlum)	Hercules/ Good Quality	1 pc
28	Cover File(Big)	Savlon	1 pc
29	Daily Use Hand Sanitizer(100 ml)	Savlon	1pc
30	Daily Use Hand Sanitizer(500 ml)	Dettol	100 pcs
31	Dettol (100gm)	Good Quality	100 pcs
32	Dista Rule Khata	Good Quality	100 pcs
33	Envelop Red(Small)	Good Quality	100 pcs
34	Envelop Green(small)	Good Quality	500 pcs
35	Envelop Red (Big)	Good Quality	100 pcs
36	Envelop Green(Big)	Good Quality	1 Pc
37	Envelop White (10.5*4.5)	apsara	1 Pc
38	Eraser	Supreme	1 Pc
39	Peddle cover Dustbin Big	Pidilite	1 Pc
40	Fevical (100gm)	Good Quality	1 Pc
41	Foam Tape	Bharat Stationer	100 pages
42	Graph Paper (mm)	Kores	500 gm
43	Gum500gm	Life Buoy	100gm
44	Hand Wash Machine	Life Buoy	100 plcs
45	Hand Wash Pouch (250gm)	Harpic	500gm
46	Harpic (500gm)	Kores	1 pc
47	Highlighter Pen	Bharat Stationer	1 pc
48	Issue Register	Good Quality	1 Packet
49	Jems Clip (Steel)	Good Quality	1 Packet
50	Jems Clip(Plastic Coted)	Good Quality	1 pc
51	Knife (Steel)	Good Quality	1 pc
52	L Folder	Godrej Navtal	1 Pc
53	Lock (Godrej Navtal)	ITC-Classmate	1 Pc
54	Long Note Book (Classmate) 228 pages	CARIZO	1 Pc
55	Magnet Pin Stand	Bharat Stationer	100 pcs
56	Map Outline (Asia)	Bharat Stationer	100 pcs
57	Map Outline (India)	Bharat Stationer	100 pcs
58	Map Outline (South America)	Bharat Stationer	100 pcs
59	Map Outline (Africa)	Bharat Stationer	100 pcs
60	Map Out line (Australia)	Bharat Stationer	100 pcs

61	Map Out line (North America)	Bharat Stationer	100 pcs
62	Map Outline (World)	Bharat Stationer	100 pcs
63	Map India with Political boundaries	Bharat Stationer	1 Pc
64	Mosquito Machine	All out	1 Pc
65	Mosquito Oil	All out	1 Pc
66	Mug	Supreme	100gm
67	Naphthalene Balls (100gm)	Bengal Camical	1 Pc
68	Narkel Jharu	Good Quality	1 Pc
69	Note Sheet File	Delux	1 Pc
70	Note Sheet Flap	Delux	1 pc
71	Paper Weight	DESK DOCK	1 pc
72	Peddle Push Dustbin	Deepak	1 pc
73	Pen Book	Good Quality	1 Pc
74	Pen (Black)	Link (Pentonic)	1 Pc
75	Pen (Blue)	Link	1 Pc
76	Pen (Red)	Link	1 Pc
77	Pencil	H B	1 Pc
78	Pencil Battery	duracell	1 Pc
79	Permanent Marker (Black)	Kores	1 Pc
80	Permanent Marker (Blue)	Kores	400 ml
81	Black Hit	Hit	400 ml
82	Red Hit	Hit	1Pc
83	Phool Jharu	Good Quality	1 Kg
84	Power	Detergent	1Pc
85	Punching Machine	Kangaro	500 ml
86	Red Harpic (500gm)	Harpic	500 ml
87	Blue Harpic (500gm)	Harpic	1 pc
88	Rubber (Non Dust)	Apsara	1 kg
89	Rubber Band (Big) Nylon (1Kg)	Pure Nylon	1 kg
90	Rubber Band (Small) Nylon (1Kg)	Pure Nylon	Per Rim
91	Rull Paper	Good Quality	1 Pc
92	Rull Register (No.-6)	Bharat Stationer	50 ml
93	Savlon 50ml	Savlon	1 Pc
94	Scissor (Steel Body, Medium size)	Kangaro	1 pc
95	Sharpner	Apsara	1 Pc
96	Small Dustbin	Dipak	100 pcs
97	Small Envelop	Good Quality	100 pages
98	Small Ex Book (100 pages)	ITC-Classmate	50 pages
99	Small Note Book (50 pages)	ITC-Classmate	1 Pc
100	Small Soap	Life Boy	1 Pc
101	Staff Attendance Register No.6	Bharat Stationer	1 Pc
102	Stamp Pad	Camlin	500 ml
103	Stamp Pad Ink (Big Bottle)	Camlin	1 Pc
104	Staplar Pin Big	Kangaro	20 box
105	Staplar Pin Small (20 boxes)	Camlin	1 Pc
106	Stapler (Big)	Kangaro	1 Pc
107	Stapler (Small)	Kangaro	1 Pc
108	Strarch Thread (1000)	HP Thread	1 Pc
109	Students Attendance Register	Bharat Stationer	1 Packet
110	Stick Note	Good Quality	1 bundle
111	Tag	Good Quality	1 pc
112	Table Cloth	Good Quality	1 Pc
113	Tape (1") Brown	Good Quality	1 Pc
114	Tape (1") White	Good Quality	1 Pc
115	Tape (2") Brown	Good Quality	1 Pc
116	Tape (2") White	Good Quality	1 Pc
117	Vim Bar (small)	Good Quality	1 Pc
118	Water Sponge	Good Quality	1 Dista
119	White Paper	Good Quality	1 Pc
120	White Board Duster	Good Quality	1 Pc
121	White Board Pen (Black)	Camlin	1 Pc
122	White Board Pen (Blue)	Camlin	1 Pc
123	White Board Pen (Green)	Camlin	1 Pc
124	White Board Pen (Red)	Camlin	1 Pc
125	White Paper (Per Rim)	Good Quality	1 rim
126	White Phenyl (5Llt)	Devize / Cross	5lit
127	Black Phenyl (5Llt)	Bengal Chemical	5 lit
128	Whiteboard Marker Ink (Black) (Per bottle)	Camlin	1 bottle
129	Whiteboard Marker Ink (Blue) (Per bottle)	Camlin	1 bottle
130	Whiteboard Marker Ink (Green) (Per bottle)	Camlin	1 bottle
131	Whiteboard Marker Ink (Red) (Per bottle)	Camlin	1 bottle
132	Writing Pad Small	Classmate	1 Pc
133	Mask Mask	SURGICAL FACE MASKS	100 pcs
134	Mop Stick	Good quality	1 Pc

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135	Mop	Good quality	1 Pc
136	Bathroom Freshener (Odonil)	Odonil	1 Pc
137	Durocell battery (Remote Battery) small	Duracell	20 pcs
138	Durocell Pencil Battery	Duracell	20 Pcs
139	HW (Hi-Watt) 6F22 9V Battery for Transistor Radios	Hi - Watt	10 Pcs


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[ITEM-1 Printing Items]

(ANNEXTURE-1)

Sl. No.	Item Name	Item Description	Approximate requirement
1	Character Certificate	8.5 × 11.5, 300 gsm, ITC Digiart Board, Four Colour Digital Printing	1000-2000 Pcs
2	Merit Certificate	8.5" × 11.5", 300 gsm, ITC Digiart Board, Four Colour Digital Printing	1000-1500 Pcs
3	Letter Head	¼ Demai, Executive Bond 105 gsm Paper, Four Colour Printing	1000-2000 Pcs
4	Admit Card	6" × 3.5", 300 gsm Ivory Board & one Colour Printing	5000-6000 Pcs
5	Library Card	6" × 3.5", 300 gsm Ivory Board & Four Colour Printing	1000-2000 Pcs
6	Gate Pass	6" × 3.5", 300 gsm Ivory Board & One Colour Printing	100-200 Pcs
7	Identity Card (Ordinary)	6" × 3.5", 300 gsm Ivory Board & One Colour Printing	3100 Pcs
8	Note Sheet	¼ DFC, 14.1 Ledger paper, Both side printing	2000-2500 Pcs
9	Envelope	11" × 5", White 36kg Balarpur Maplitho Paper	2000-4000 Pcs
10	Prospectus	D/C-1/8 Book Size, Inner & Cover-20 Pages, 170gsm Art paper, All pages four colour printing, Application Form A/4 Size, Ledger paper both side printing.	1000-1500 Pcs
11	Magazine	A/4 size, 70 gsm Inner paper, Approx, 120 pages, 30 pages Inner 130 gsm glossy Art paper for photo Four colour printing, cover-250 gsm Art Board with B/B Four colour Printing, Lamination & Perfect Binding.	3000-3100 Pcs
12	Invitation Card for various types as required	300 gsm Digi Art Glossy Board, Size -8.5" × 5.5" Digital Printing with Envelope 36 kg Balarpur Maplitho with Printing.	500 Pcs
13	Invitation Card	300 gsm Digi Art Glossy Board, Size -8.5" × 3.75" Digital Printing with Envelope 36 kg Balarpur Maplitho with Printing.	3000-3100 Pcs
14	Cheque Register	1/4 D.F.C Conquest paper 14.1 kg. Per ream. Each register 150 leaf & hard binding	2-3 Pcs
15	Cash Book	250 Page 17×27 Conquest paper 14.1 kg per ream, B/B Printing & hard binding.	2-3 Pcs
16	Note Sheet File (Cover Printing)	One colour printing.	100-200 Pcs
17	Answer Sheet Printing	70 GSM, Balarpur Maplitho Paper: 1 Leaf – ¼ Demai, 2 leaf -1/4 Demai, 4 leaf-1/4 Demai. With numbering.	Each copy 1 Leaf 5000 pcs Each copy 2 Leaf 5000 pcs Each copy 4 Leaf 5000 pcs
18	Flex Printing (Annual Function, Annual Sports etc.)	Per Sq. ft. Printing	5-10 Pcs
19	Rubber Stamp	Per line	5-10 Pcs
20	Cloth Envelope (Big Size)	16×12 (Best quality cloth) & 95 GSM Ledger paper 14×10 – Best (quality cloth) & 80 GSM Ledger paper.	200 Pcs
21	Cloth Bag (Big Size)	2'×1'6" size with one side printing one color	50 pcs
22	White Envelope	Envelope 36 kg Balarpur Maplitho with Printing. Size 11" × 5"	500 Pcs


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