

Stationery Items

<i>Sr</i>	<i>Item</i>	<i>Sr</i>	<i>Item</i>
1	A4 Paper 75 GSM - Spectra	41	Stapler Big Kangaroo
2	Legal paper -Spectra	42	Fevicol - 1 ltr
3	A3 paper - Spectra	43	Glue Bottle Large, 700 ml
4	Ivory Sheet Lotus 210 GSM	44	Scissor Big - Mario
5	Sticker Label ST-16	45	Rubber Band Large
6	Sticky Flags - D-smat	46	Sketch Pen
7	Four Folder Leather File	47	Paper Cutter Large
8	Coloured paper A4 - D-smat	48	Poker stand
9	Stapler 10-D Plastic coated - Kangaro	49	Glossy paper A4 180 GSM - De-smat
10	Staple Pin No.10	50	Sticky label A4 ST- 1
11	Highlighter Neon Green - Fabre Castle	51	Register 10 No
12	Ball pen Butterflow, Goldex	52	Index File
13	Pilot Pen Luxor - V5	53	Cells AA, AAA
14	Register 6 No normal	54	Receipt Register
15	Register 3 Qr, 4 Qr & 6Qr Superior	55	Despatch Register
16	File - 32 Pouches	56	Drawing Pins
17	Pencil HB (DOMS)	57	Toner Cartridge HP 80A (Original & Compatible)
18	Fevistick 15 gm	58	Toner Cartridge HP 88A (Original & Compatible)
19	Laces 36" green	59	Toner Cartridge HP 12A (Original & Compatible)
20	Carbon Paper Blue - Cores	60	Toner Cartridge Canon 328 (Original & Compatible)
21	White tags	61	Toner HP 18A (Original & Compatible)
22	Dumper	62	Toner Cartridge Canon 327 (Original & Compatible)
23	Cello tape dispenser	63	Toner Cartridge Canon 337 (Original & Compatible)
24	My Clear Bag Superior White 32mm	64	Toner Cartridge 5A (Original & Compatible)
25	White non dust chalks	65	Toner Cartridge 36A (Original & Compatible)
26	White board marker - Kores	66	Service Books Long
27	Permanent Marker - Kores	67	Punching Machine Big Kangaroo
28	Scale - Stainless steel	68	Poker wooden
29	Scale - Plastic FfUuNn	69	Pin Cushion
30	Cutter - Natraj	70	CD Marker - Kores, Cello
31	Plastic Files	71	Stamp Pad - Kores
32	Sharpner - Natraj	72	Writing Pad - A5 160 pages - Oddy
33	Calculator - Casio	73	Conference Pad - Oddy
34	Eraser non dust- DOMS	74	Attendance copy
35	Cello Tape 1" - Premier	75	Peon Book
36	White board marker Kores	76	White fluid pen - Kores
37	Brown Envelope A4 with lamination and Printing	77	Common Pins - Bell
38	Brown Envelope A3 with lamination and Printing	78	Log Book
39	White Envelope 9X4 with window and Printing		
40	White Envelope 9X4 without window and Printing		

Printing Material/Misc. List

S.No.	Item	Specification
1	Student Attendance Register (100 Pages) with printing	Maph Litho paper with leather cover (17 X 27/4)
2	Staff Attendance Register 60 pages & 100 pages ledger paper with printing	Ledger paper hard bound (20X30)
3	Stock Register 100, 200 pages with printing	Ledger paper rexin binding (20X30)
4	Admission Album Register 50, 100, 200 pages with printing	Ledger paper rexin binding (20X30)
5	Visitor gate entry register 150 pages with printing	Ledger paper rexin binding (20X30)
6	Gate entry register 75 pages with printing	Ledger paper rexin binding (20X30)
7	Student time table 15 pages, 20 pages, 30 pages with printing	Ledger paper hard bound (20X30)
8	Marks register 100 pages with printing	Ledger paper rexin binding (20X30)
9	Fee collection register 50 pages with printing	Ledger paper rexin binding (20X30)
10	Salary register 100 pages with printing	Ledger paper rexin binding (20X30)
11	Student security register 200 pages, 150 pages with printing	Ledger paper rexin binding (20X30)
12	Hand made file cover laminated with printing	250 GSM (15X24)
13	File pad with printing	Straw Board (27 X32)
14	Leather jacket with printing	A4
15	Sanction book 100 pages with printing	Ordinary paper & coloured paper duplicate hard bound (20X30/8)
16	Jacket Folder / DAK Pad	Leather
17	Hostel student's I-card booklet with printing	Ordinary paper with leather cover
18	Hostel Visitor I-Card with printing	Art Card
19	Hostel student's Introduction Card with printing	Art Card
20	Hostel student's gate register 200 page with printing	Ledger paper rexin binding (20X30)
21	Hostel students attendance register 120 pages with printing	Maph Litho paper with leather cover (17 X 27/4)
22	Hostel students undertaking form 100 pages with printing	Ordinary paper A4 without numbering
23	Student's Leave form booklet 8 pages with printing	Ordinary Paper (20 X 30)
24	Stock taking register 100 pages with printing	Ledger paper rexin binding (20X30)
25	Student Identity Card with printing	Coloured Printing
26	Staff Leave register with printing	Ledger paper rexin binding (17X27)
27	Visitor Slip Pad 100 pages with printing	Ordinary paper (23X36/32)
28	Student daily leave form with printing	Ordinary paper (17X 27/4)
29	Admission form for even semester with printing	Maphlitho paper (23X36/8)

S.No.	Item	Specification
30	Duty Leave form pad 100 pages with printing	ordinary paper (23X36/16)
31	Fee concession form pad 100 pages with printing	Ordinary paper (23X36/16)
32	Leave application form pad 100 pages with printing	Ordinary paper (23X36/16)
33	Letter pad A4 / Legal / A5	Exceutive bond colour printing
34	Enveolpe with window with printing	9X4
35	Enveolpe without window with printing	9X5
36	Envelope A4 Khaki with printing	Craft paper laminated (9X12)
37	Envelope Khaki with printing	Craft paper lamiinated (29X44)
38	Fee collection & distribution register 200 pages with printing	Ledger paper (17X27/4)
39	Fee receipt printing 200 pages	Maph litho paper (20X30/8)
40	Voucher pad white C. Green, Light Green, Pink, Yellow, Blue 100 pages with printing	Ordinary Paper (20X30/8)
41	Hostel admission form with printing	Maph litho paper A4
42	Answer sheet 32 pages with printing	8.75 X 10.75 Ruled paper landscape
43	Answer sheet 28 pages with printing	8.75 X 10.75 Ruled paper landscape
44	Answer sheet 8 pages with printing	8.75 X 10.75 Ruled paper landscape
45	Advice book 100 pages with printing	Ordinary paper + duplicate copy Hard bound 23X36/16
46	Misc. Receipts 100 pages with printing	Ordinary paper + duplicate copy Hard bound 23X36/16
47	Parking Receipts 100 pages with printing	Ordinary paper + duplicate copy Hard bound 23X36/14
48	Mess Receipts 100 pages with printing	Ordinary paper + duplicate copy Hard bound 23X36/16
49	Receipt without numbering 100 pages with printing	Ordinary paper 23X36/14
50	Parking token - sticker with printing	2" X 2"
51	Teacher's Duty Chart 100 pages with printing	Ordinary paper Legal size
52	Memo Book - Examination 100 pages with printing	Ordinary paper Legal size
53	Award List 2 X 100 pages with printing	Ordinary paper Legal size
54	Order Book 100 pages with printing	Ledger paper rexin binding (20X30)
55	College Prospectus	72 pages printed in multicolour with four page title on 300 gsm art card including lamination, U.V. coating and perfect binding
56	Admission form College	4 pages single colour 90 GSM SSPT legal paper front back printing
57	Collegiate School Prospectus/Brochure	4 pages multicolour 300 GSM paper
58	Admission form Collegiate School 2 Pages with printing	Maph litho paper 90GSM SSPT Legal paper front back printing
59	College Magazine Shachi	68 pages printing in single colour with special colour border on 100 GSM Art paper and 40 pages multicolour on 130 GSM Art paper with 4 page title multicolour 300 GSM paper with perfect binding

S.No.	Item	Specification
60	Convocation folders	Multicolour printing on 4 pages Art Card 300 GSM with lamination/ UV with pocket
61	Invitation/Greeting Cards	300 GSM Art card with Lamination and Superior Printing with envelope
62	No due form/ Refund of College security	Ordinary paper (23X36/16)
63	Question papers House test	Ordinary paper 500 pages printing minimum 25 sets
64	Library I-Card Printing	Backside of the card
65	I Card(Lamination Pouch and Lanyard)	*PVC heavy duty card holder made in China for visiting card size, Dori (Cotton-55% Nylon 45%) with Lamination and both side printing
66	BOOK BINDING	SMALL, MEDIUM & LARGE
67	PURCHASE OF NEW BOOKS	INDIAN, FOREIGN, TEXTBOOKS, PUNJABI, GOVT PUBLICATIONS, GNDU PUBLICATIONS
68	Accession Register for Library (WITH 14 COLUMNS- DATE, ACCESSION NO., AUTHOR, TITLE, PLACE & PUBLISHERS, EDITION, YEAR, PAGES, VOLUME, SOURCE, BILL NO. & DATE, COST, CALL NO., WITHDRAWAL NO. DATE & REMARKS)	Size 16" X 13"
69	Coloured Printer with Scanner, B&W Laserjet MFP	HP/Canon
70	SSD 250GB / 128GB	ADATA/WD/Sandisk/Kingston