



SRI KRISHNADEVARAYA UNIVERSITY

Ananthapuramu – 515 003, Andhra Pradesh, India

CENTRAL STORES & MAINTENANCE SECTION

Website Tender/CS&M/Stationery Items/2025

Dated: 11-03-2025.

STATIONERY ITEMS - LOCAL TENDER FORM

This University inviting sealed tender for supply of the '*Stationery Items*' (enclosed ANNEXURE-I) for various Offices/Department/Sections in the S.K. University for the financial Year 2025-26 on annual contract basis.

Terms & Conditions:

1. The rates quoted by the tenderer shall undertake to supply the '*Stationery Items*' for the entire Financial Year 2025-26 (on annual contract basis) from the date of approval of the lowest rates.
2. The tender shall reach to this office by **Registered Post** only within the specified date and any postal delay will not be entertained.
3. The tenderer shall submit the tender on the original letter head of the firm and also quote GST No. and those who have not registered GST need not apply.
4. Only Local Ananthapuramu town Firm/ Suppliers are alone can eligible to supply the '*Stationery Items*'.
5. The sealed cover should be superscribe on the top of the Cover **TENDER TO SUPPLY OF '*STATIONERY ITEMS*'**, in the name of the Registrar, S.K. University, Ananthapuramu.
6. The last date for receipt of quotation is fixed on **26.03.2025**.
7. The tenders will be opened on the same day at 3.30 pm and send your representative to present at the time of opening in the regard.
8. The University will reserve its right to reject any or all tenders or to accept any tender wholly or partially according to the lowest price and quality.


REGISTRAR

Annexure – I

Sl.No	Name of the Stationery Item	Rate per Each Including GST	Remarks
1.	Apsara Pencils		
2.	Audit Pencils HP		
3.	Camel stamp pad Big		
4.	Camel stamp pad medium		
5.	Camel ink 100 ml		
6.	Binding Gum		
7.	Brown paper Mysore 32 kg (sheets)		
8.	Big size cutter with handle		
9.	Calculator 12 digits (Citizen make)		
10.	Calico sheet		
11.	Cardboard sheets (thick)		
12.	Cello pens (Blue, Black & Red)		
13.	Cello point pens (Blue, Black & Red)		
14.	Cells AA Size (Nippo)		
15.	Cells AAA Size (Nippo)		
16.	Chalk pieces (color)		
17.	Chalk pieces (white) Non Dust		
18.	China cutters (Plastic / Metal handle)		
19.	Cloth line covers 16x12 size		
20.	Cloth line covers 15x11 size		
21.	Cloth line covers 12x10 size		
22.	Cloth line covers 12x5 size		
23.	Cloth line covers 9x4 size		
24.	Cloth line covers 6x4 size		
25.	Color Photostat paper A4 size 75 GSM/85 GSM (Green, Blue, Pink)		
26.	Drawing sheets for binding		
27.	Dusters (Black Board)		
28.	Dusters (White Board)		
29.	Erasers Nataraj Medium (pencil rubber)		
30.	Executive Bond Paper 75 GSM, 85 GSM		
31.	Fevicol (1000 gms)		
32.	Fevistic 15gms		
33.	Filling pads (tulasi)		
34.	Filling wrappers		
35.	Gum (maida)		
36.	Gum bottles camel 150ml		
37.	Gum tape Brown 2 inch tape		
38.	Gum tape Brown 1 inch tape		
39.	Gum tape white 2 inch tape		
40.	Gum tape white 1 inch tape		
41.	Hardboards 2 pounds		
42.	Hardboards 1 pounds		
43.	Highlight pens		
44.	Iron scales		
45.	Jayalakshmi Ruled Books 70 GSM ledger paper 4 sq & 6 sq		
46.	L Folders A4 Size		
47.	L Folders FS (Legal) Size		
48.	Luxor Fine Writer 05 mm (Sky Blue)		
49.	Marker pen (Blue, Black, Green)		
50.	Mysore craft covers 16x12 size		
51.	Mysore craft covers 15x11 size		
52.	Mysore craft covers 12x10 size		
53.	Mysore craft covers 12x5 size		
54.	Mysore craft covers 9x5 size		
55.	Mysore craft covers 6x4 size		
56.	Nataraj pencils		
57.	Navatal lock (godrej)		
58.	Numbering beds		
59.	Numbering ink		
60.	Numbering machine		
61.	Naphthalin Balls		
62.	Officer writing pad (Nayagara)		

63.	Paper Napkins		
64.	Paper cups 250 ML		
65.	Paper Plates		
66.	Paper weights (Rubber/Glass)		
67.	Pencil sharpeners Natraj		
68.	Photostat paper A3 size Andhra copier		
69.	Photostat paper A4 size Andhra copier		
70.	Photostat paper fullscape (legal) Andhra copier		
71.	PILOT Hi-Tec point 05mm (Black Blue, Green)		
72.	Pokers (Steel / plastic handle)		
73.	Polymer binding thread		
74.	Punching machine, Single Hole		
75.	Punching machine, Double Hole		
76.	Reynolds liquid pens (Green, Blue, Black & Red)		
77.	Rubber bands		
78.	Ruled BIG note books 200 pages (binding)		
79.	Ruled SMALL note books 200 pages (binding)		
80.	Ruled SMALL note books 200 pages		
81.	Scissors, Medium sizes (Godrej)		
82.	Sketch pens, all mix		
83.	Small size flask 1 litre (Milton)		
84.	Stapler Machine (DS-12S/17) Big Kangaroo make		
85.	Stapler Pins (DS-12S/17)		
86.	Stapler Machine (HD-23 S24) Kangaroo make		
87.	Stapler Pins (HD-23 S24)		
88.	Stapler Machine (HD 45) Medium Kangaroo make		
89.	Stapler Pins (HD 45) Medium Kangaroo make		
90.	Stapler machine (HP 10D) Small Kangaroo make		
91.	Stapler pins No: 10 Max Kangaroo make		
92.	Sticky Notes, Medium size		
93.	Sticky Notes, Big size		
94.	Tags Big		
95.	Tags Small		
96.	Twine balls (white thread)		
97.	Twine thread for binding		
98.	Twinepuri (jute thread)		
99.	Uniball pens (Green, Blue, Black & Red)		
100.	Uniball pens ink (Green, Blue, Black & Red)		
101.	Unruled Long note books 200 pages (Binding)		
102.	Vim powder		
103.	Water Bottles		
104.	Wax		
105.	White board marker		
106.	White Fluid (Pens/Bottles)		
107.	White paper per ream 43x69, 60GSM 9.9 kgs		
108.	Writing pads decolam		
109.	10x12x1 80 GSM computer paper with emblem		
110.	10x12x2 70 GSM computer paper		
111.	10X12X3 60 GSM (with emblem)		
112.	15x12x2 70 GSM (with emblem) Tabulation		
113.	15x12x1 80 GSM (with emblem) Tabulation		
114.	Canon laserjet 103/303/703 toner cartridge (Compatible)		
115.	EPSON DLQ 3500 Dot Matrix Printer cartridge (Compatible)		
116.	EPSON DLQ 3500 Printer cartridge (refilling) (Compatible)		
117.	EPSON LQ 2180 printer cartridge (Compatible)		
118.	HP Color Laser jet M551 Cartridge-CE400A-Black (Compatible)		
119.	HP Color Laser jet M551 Cartridge-CE400A-Cyan (Compatible)		
120.	HP Color Laser jet M551 Cartridge-CE400A-Yellow (Compatible)		
121.	HP Color Laser jet M551 Cartridge-CE400A-Magenta (Compatible)		
122.	HP Laser jet cartridges (M227sdn-30A) (Compatible)		
123.	HP Laser jet Pro MFP M227sdn Printer Cartridge:(T230A) (Compatible)		
124.	HP Laserjet MFP E-82550 Printer Cartridge-Black-W9014MC (Compatible)		
125.	HP Laserjet MFP E-82550 Printer Cartridge-Black-W9037MC (Compatible)		

126.	Ricoh im 2702 Cartridge –Black (Compatible)		
127.	HP Laserjet P3015 – Black Cartridge – 55A (Compatible)		
128.	HP Laserjet P1108 – Black Cartridge – 88A (Compatible)		
129.	Canon Image Runner C3320 Cartridges NPG 67 – Cyan, Maenta, Yellow, Black (set of 4) (Compatible)		
130.	Canon IR 4225 – Black Cartridge Black (Compatible)		
131.	Canon 2525W Toner Catridge – Black (Compatible)		
132.	HP Laser jet 5200N toner cartridge (16A) (Compatible)		
133.	HP Laser jet 4350 toner cartridge (Compatible)		
134.	HP Laser jet 1100 toner cartridge (Compatible)		
135.	HP Laser jet 1022 toner cartridge (12A) (Compatible)		
136.	HP lager jet cartridge (55A) (Compatible)		
137.	HP Laser jet 1007p toner cartridge(78-A) (Compatible)		
138.	HP Laser jet 1007p toner cartridge(88-A) (Compatible)		
139.	HP Laser jet P1606dn toner cartridge(88-A) (Compatible)		
140.	HP colorlaserjet CP1215 toner cartridgeCB540A, CB541A, CB542A, CB543A Black(Compatible)		
141.	HP color laserjet CP1215 toner cartridge Colour (Compatible)		
142.	HP color Laser jet M551 toner cartridge (CE400A-K , CE401A-C, CE402A-Y, CE403A-M) Black (Compatible)		
143.	HP color Laser jet M551 toner cartridge Colour (Compatible)		
144.	HP color Laser jet MFP E77825 toner cartridge W9190MC – Black (Compatible)		
145.	HP color Laser jet MFP E77825 toner cartridge W9191MC – Cyan (Compatible)		
146.	HP color Laser jet MFP E77825 toner cartridge W9192MC – Yellow (Compatible)		
147.	HP color Laser jet MFP E77825 toner cartridge W9193MC – Magenta (Compatible)		
148.	Samsung Pro Express M3370FD – ML203L Cartridge (Compatible)		
149.	Samsung Pro Express 460FW Cartridge (Compatible)		
150.	Pen-Drives (Kingston / Scandisk /Sony) 64 GB		
151.	USB printer sharer		
152.	USB 1TB Hard disk) External		