

Government of West Bengal
DEPARTMENT OF SCHOOL EDUCATION
STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
DISTRICT INSTITUTE OF EDUCATION & TRAINING
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Memo No. **870** / F. No.- 112 /DIET-JGM/25

Date: 23 . 07. 2025

From
The Sr. Lecturer-in-Charge
DIET, Jhargram

NOTICE INVITING QUOTATION

The sealed quotations are invited from the reputed Suppliers/ Vendors for supplying office materials for DIET, Jhargram, Main & 2nd Campus. Details of which is given in Annexure below. Vendors are requested to submit their offer with unit price rate along with trade license and credentials within 4.00 pm on 07-08-2025 to the office of the Sr. Lecturer-in-Charge, DIET, Jhargram. Incomplete offer will not be entertained and this process may be canceled or rejected without showing any reason. The decision of the purchase/tender committee is final.

ANNEXURE

Sl No.	Particulars	Size/description/no	Quantity		Total Quantity
			Main Campus	2 nd Campus	
1.	Stapler Pin	10	NIL	10 pcs	10
2.	Stapler Pin	12	NIL	10 pcs	10
3.	Cover It Correction Pen		6 pcs	6 pcs	12 pcs
4.	Use And Throw Pen	(Blue , Red, Black)	3 Pack (1 pack each)	3 Pack (1 pack each)	6 pack
5.	Stapler (Kangaro)	10	6 pcs	6 pcs	12 pcs
6.	Big Stapler		1	1	2 pcs
7.	Xerox Pages		40 Ream	12 Ream	52 Ream
8.	Paper Weight		6	6	12
9.	Cloth Duster		24	12	36 pcs
10.	White Board Marker Pen (Black /Blue)		10(5 each)	6(3 each)	16
11.	White Board Marker Duster		06	0	06
12.	Lock	Big (65 mm)	6 pcs	8 pcs	14 pcs
13.	Fevical Gum Tube		2 pcs	6 pcs	08 pcs
14.	Normal Gum Tube		0	6 pcs	1 Pack
15.	Fevistick		1 pack	0	1 pack
16.	James Clip			2 pack	2 pack
17.	Pin			2 Pack	2 pack
18.	Steel Scale	1 ft		2 pcs	2 pcs
19.	Gate Book Register	No. 8	8 pcs	4 pcs	12 pcs
20.	Students Attendance Register		24 pcs	12 pcs	36 pcs
21.	Admission Register	No . 06	3 pcs	2 pcs	5 pcs
22.	Normal Register	No. 04	6 pcs	12 pcs	18 pcs
23.	Normal Register	No. 06	6 pcs	0	06 pcs
24.	Normal Register	No. 08	4 pcs	0	04 pcs
25.	Staff Daily Attendance Register		12 pcs	2pcs	14 pcs
26.	Cover File		36 pcs	12 pcs	48 pcs
27.	Highlighter pen		2 pcs	4 pcs	06 pcs
28.	Stamp Ink	Small bottle	0	02	02
29.	Stamp Pad	Small	6 pcs	4 pcs	10 pcs
30.	Jhul Jharu		4 pcs	6 pcs	10 pcs
31.	Narkel Jharu		30 pcs	6 pcs	36 pcs
32.	Ful Jharu		6 pcs	4 pcs	10 pcs

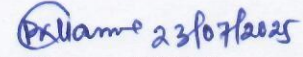
33.	Muriatic Acid	500 ml bottle	10 pcs	20 pcs	30 pcs
34.	Dustbin	Open bucket	0	12 pcs	12 pcs
35.	Hand Wash	pouch	6pcs	6pcs	12 pcs
36.	Hand gloves		12 pcs	12 pcs	24 pcs
37.	Bucket	12 lit	6 pcs	6 pcs	12 pcs
38.	Mug	1 lit	6 pcs	6 pcs	12 pcs
39.	Room freshener		6 pcs	4 pcs	10 pcs
40.	Search Light (Torch)	Big	1 pcs	0	1 pcs
41.	Scotch Bite		10 pcs	0	10 pcs
42.	Umbrella		2 pcs	0	2 pcs
43.	Phenyl White	5 lit	2 pcs	0	2 pcs
44.	Harpic	1 lit pack	12 pcs	0	12 pcs
45.	Nylon Bag	Big	2 pcs	0	2 pcs
46.	Nylon Bag	Small	2 pcs	0	2 pcs
47.	Nepthalin		2 kg	0	2 kg
48.	Kanchi (Scissor)		4 pcs	0	4 pcs
49.	Knife		2 pcs	0	2 pcs
50.	Distilled water		20 lit	0	20 lit
51.	Good night active machine		6 pcs	0	6 pcs
52.	Good night active coil		6 pcs	0	6 pcs
53.	Black Hit	400 ml	6 pcs	0	6 pcs
54.	Vim Gel	250 ml	4 pcs	0	4 pcs
55.	Vim Gel (Pouch)	500 ml	2 pcs	0	2 pcs
56.	Sunlight Powder	500 gm	3 pcs	0	3 pcs
57.	Gaddar		100 gm	0	100 gm
58.	Register of letter Issued		1 pc		1 pc
59.	Odonil		Combo pack		1
60.	Lifebuoy Soap	Small	6pcs		6pcs
61.	Portrait Photos	1ft X 2ft	8pcs	6pcs	14pcs
62.	Electric bell	Large Size	1 Pc	1 Pc	2 Pcs


 Sr. Lecturer-in-Charge, DIET, Jhargram

Memo No. 870/6(7) /F. No. 112 /DIET-JGM/25 Date: - 23-07-2025

Copy forwarded to -

1. The PA of District Magistrate, Jhargram with a request to wall up in the office notice board.
2. The BDO, Jhargram Block , with a request to wall up this notice in the notice board of your office .
3. The Sr. Lecturer-in-Charge, DIET, Jhargram, 2nd Campus, with a request to wall up in the notice board.
4. The OC , Jhargram Police Station , with a request to wall up this notice in the notice board of your office .
5. The Branch Manager, PNB ,Jhargram Branch , with a request to wall up this notice in the notice board of your office.
- ✓ 6. The Website of both the campuses.
7. DIET, Jhargram, notice board.


 Sr. Lecturer-in-Charge , DIET, Jhargram
 Sr. Lecturer-in-charge
 District Institute of
 Education and Training (DIET)
 P.O.-Jhargram, Dist.-Jhargram
 Govt. of W.B.