

**ARMY PUBLIC SCHOOL, SUKNA**

**REQUIREMENT OF STATIONERY ITEMS**

1. Quotations are invited for following stationery items including printer inks and printing materials for conducting examinations:-

Ser	Particular of Items	A/U	Quantity	Cost Per Unit
(a)	Answer Sheet-12 pgs	Pcs	8000	
(b)	Supplementary Sheet (04 pgs)	Pcs	1000	
(c)	Practical Answer Sheet-06 pgs	Pcs	100	
(d)	Printed Thicker Drawing Sheets	Pcs	500	
(e)	Desk Slip (Containing 10 Slips of 10 Pages)	Pkts	08	
(f)	Xerox Paper (A4)	Ream	100	
(g)	Executive Bond (A4) - 85 GSM	Ream	01	
(h)	Rubber Band (500 gms in a Packet)	Pkts	06	
(j)	Sealing Wax	Pkts	01	
(k)	Cello Tape 2" (50 mtr)	Nos	02	
(l)	Stapler (No.10)	Nos	02	
(m)	Stapler Pin (No 10) - 20 pkt in a Box	Box	01	
(n)	Fevistick (35 gm)	Nos	02	
(o)	Master Roll for RISO (CV 3230)	Pcs	05	
(p)	Ink for RISO CV 3230	Pcs	04	
(q)	Black Toner NPG - 59 for Cannon IR 2224N & 2206	Pcs	05	
(r)	Brother 5000 (BTD60BK) Black Ink	Pcs	01	
(s)	Board Pin (Plastick Head)	Pkts	08	
(t)	Red Gel Pen (Unomax)	Pkts	02	
(u)	Black Gel Pen (Unomax)	Pkts	02	
(v)	Green Marker (Fine Nib)	Pcs	01	
(w)	Green Pen (Uniball)	Nos	02	

2. Cost of items is inclusive of all the taxes/transportation and other charges.

3. Sample of the aforesaid printing materials is available with School Receptionist. Interested Printers/Vendors are requested to visit APS Sukna for inspecting sample before submitting of their quotation on or before **10<sup>th</sup> December, 2025**.

4. Payment will be made within 15 days on successful completion of supply duly verified by the Board of Teachers/Staff.

Sd/- x x x x x x x x  
Offg Principal  
APS Sukna

Date : 29 Nov 2025

**Distributions:-**

- |                                   |   |                              |
|-----------------------------------|---|------------------------------|
| 1. Mr NP Todi                     | - | To up load on School Website |
| 2. School Notice Board            | } | For advertising              |
| 3. KVS, Sukna Notice Board        |   |                              |
| 4. Station HQ, Sukna Notice Board |   |                              |