

**ARMY PUBLIC SCHOOL, SUKNA**

**REQUIREMENT OF STATIONERY ITEMS**

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

Ser	Particular of Items	A/U	Quantity	Cost Per Unit
(a)	Answer Sheet-12 pages (As per sample)	Nos	7000	
(b)	Answer Sheet-08 pages (Asper sample)	Nos	1500	
(c)	Supplementary Sheet (02 pages)	Nos	200	
(d)	Admission Test Answer Sheet (As per sample)	Nos	500	
(e)	Desk Slip (Pkts containing 10 slips of 10 pages)	Pkts	15	
(f)	Graph sheet in Cms (Pkts containing approx 80 pcs)	Pkts	3	
(g)	Political Maps (India) - Pkts containing approx 100 pcs	Pkts	2	
(h)	Political Maps (World) - Pkts containing approx 100 pcs	Pkts	2	
(j)	Xerox Paper- A4 for printing Question Papers	Ream	50	
(k)	Executive Bond (A4) - 85 GSM	Ream	10	
(l)	Rubber Band (500 gms in a Packet)	Pkts	6	
(m)	Cello Tape 2" (50 mtr)	Nos	2	
(n)	Kangaro 24/6-1M Stapler Pins (Box of 20 pkts)	Box	1	
(o)	Red Gel Pen (Unomax) - For PPW	Pkts	2	
(p)	Black Gel Pen (Unomax) - For PPW	Pkts	2	
(q)	Fevistick - 35 gram	Nos	6	
(r)	Thread Balls (Pkts containing 04 balls)	Pkts	2	
(s)	Master Roll for RISO (CV 3230)	Pcs	3	
(t)	Ink for RISO CV 3230	Pcs	3	
(u)	Cartridge for Cannon Image Runner (NPG 59) - for QP	Pcs	2	
(v)	Ink Brother Printer (MFC-T4500DW) - Black, Magenta, Cyan & Yellow	Set	1	
(w)	Cartridge Canon LBP 2900B Printer (12A)	Pcs	1	

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 **02<sup>nd</sup> February, 2026**.

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

(Mrs Dola Sarkar Sinha)  
Principal  
APS Sukna

Date : 26 January, 2026