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| **Sl. No.** | **Name of the item** | **Make/Specification** | **Quantity** |
| 01 | Paper pin (T) | Bell/LINC | Per pkt |
| 02 | Paper pin holder /paper clip | Bell/LINC | Per piece |
| 03 | Arch file  | Filex | Per piece |
| 04 | Bleaching powder  | Best Quality | Per kg |
| 05 | Board file  | Best Quality | Per piece |
| 06 | Broom (Flower Grass) | Best Quality | Per piece |
| 07 | Broom (Coconut) | Best Quality | Per piece |
| 08 | Cash Book  | Oxford | Per No. |
| 09 | Chalk | Bell | Per pkt |
| 10 | Clip File | Oxford | Per piece |
| 11 | Cotton pad floor mop | Best Quality | Per bundle |
| 12 | Cover File  | Ambassador | Per piece |
| 13 | Duplicate Carbon | Kores | Per pkt |
| 14 | Copier paper A4 , 75 GSM | JK Copier | Per pkt |
| 15 | Duplicating paper Legal- Size | JK Copier | Per pkt |
| 16 | Envelope A 4 Big | Best Quality | Per piece |
| 17 | Eraser | Apsara | Per pkt |
| 18 | Envelope A 4 Medium/Standard  | Best Quality | Per piece |
| 19 | Stick paper Flags | Best Quality | Per bundle |
| 20 | Fly Leaf | Best Quality | Per piece |
| 21 | Gamaxine Powder | Best Quality | Per kg |
| 22 | Guard file  | Best Quality | Per piece |
| 23 | Gum 150 ml | Camlin | per bottle |
| 24 | Gum 750 ml | Camlin | per bottle |
| 25 | Gum Stick | Fevistick | Per piece |
| 26 | Hand Wash (200 ml) | Detol | Per bottle |
| 27 | Iron Brush (Toilet Brush) | Galla  | Per piece |
| 28 | Lock small | LINC | Per piece |
| 29 | Lock Medium | LINC |  |
| 30 | Mop | Gala | Per Piece |
| 31 | Naphthalene  | Best Quality | Per pkt |
| 32 | Pen (Blue/Black/Red)( | Pentonic | Per piece |
| 33 | Pencil | Apsara | Per pkt |
| 34 | Pencil Cutter | Apsara |  |
| 35 | Pencil Battery AA | Duracell | Per piece |
| 36 | Pencil Battery AAA | Duracell | Per piece |
| 37 | Register No. 12 | Rajesh | Per piece |
| 38 | Register No. 14 | Rajesh | Per piece |
| 39 | Register No. 16 | Rajesh | Per piece |
| 40 | Register No. 20 | Rajesh | Per piece |
| 41 | Register No. 24 | Rajesh | Per piece |
| 42 | Register No. 4 | Rajesh | Per piece |
| 43 | Register No. 6 | Rajesh | Per piece |
| 44 | Register No. 8 | Rajesh | Per piece |
| 45 | Roof Wiper | Plain/Plastic | Per piece |
| 46 | Rubber Band | Nylon Best Quality | Per kg |
| 47 | Soap Small | Lifebouy | Per piece |
| 48 | Stamp Pad (110 mm x 69 mm) | Faber castle | Per piece |
| 49 | Stapler Pin -10hp | Kangaroo | Per piece |
| 50 | Stapler Pin -45hp | Kangaroo | Per piece |
| 51 | Stock Register | Oxford | Per No |
| 52 | Tag (colour) | Best Quality Nylon standard size | Per piece |
| 53 | Thread Bundle | Best Quality | Per bundle |
| 54 | Toilet Cleaner  | Harpic | Per bottle |
| 55 | Toilet Cleaner (Acid) | Best Quality | Per bottle |
| 56 | Toilet Cleaner Brush | Galla | Per piece |
| 57 | Washing powder | Wheel | Per kg |
| 58 | White & Black Phenyl | Konark | Per litre |
| 59 | White Board Eraser Duster | Flair | Per piece |
| 60 | White Board Marker Ink (10 ml & 500 ml) | Camlin | Per pkt |
| 61 | White Board Marker Pen | Camlin | Per pkt |
| 62 | Permanent Marker | Camlin | Per pkt |
| 63 | Adhesive Tape Roll (Transparent) 1.5 “ | Best Quality | Per pkt |
| 64 | Adhesive Tape Roll (Brown) 1.5 “  | Best Quality | Per pkt |
| 65 | Exam Scale | Camlin | Per pkt |
| 66 | Text Liner (Highlighter) | Faber Castel | Per pkt |
| 67 | Whitener | Camlin | Per pkt |