



Sarat Centenary College

Dhaniakhali, Hooghly

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saratcentenary@gmail.com

sccollegednk.ac.in

Dhaniakhali, Hooghly, 712302

Founded: 1976

Accredited by NAAC in 2025

[Cycle-III Grade B+ CGPA 2.63]

Recognised Under UGC 2F&12B

WB Govt. Aided

Affiliated to The University of Burdwan

No: NIQ_SCC_3_2026-27

Date: 21.09.2026

NOTICE INVITING QUOTATION

Sealed quotations are invited from bonafide agencies/suppliers/dealers/contractors holding a valid trade license, PAN card, and GST registration for the supply/purchase/installation/completion of the items/works listed below. Quotations must be submitted between **21.09.2026** and **05.10.2026**, from **11:00 AM** to **1:00 PM**, in the Tender Box at Sarat Centenary College.

N.B.: Quotations/Tenders are to be submitted separately for each item.

SL. NO	ITEMS	No. of Unit
1	Student Identity card: PVC card with glossy multicolour sticker pasted on both side with dimension 9×5.5 cm ² containing printed satin/silk lanyard card holder (custom institute name)	750
2	Office stationery goods (see Annexure-I)	see Annexure-I

Quotations will be opened on **05.10.2026** at **1:30 PM**. The college authority shall reserve the right to accept or to reject any quotation without assigning any reason whatsoever.



(Dr. Sandip Kumar Basak)

Principal and Secretary

Sarat Centenary College

Principal & Secretary,

Sarat Centenary College

P.O.- Dhaniakhali, Dist.- Hooghly

Annexure-I

Sl. No.	Description of Materials	Quantity	Unit
1	A4 Size Paper – 70/80 GSM	12	Packet
2	Legal Size Paper – 70/80 GSM	2	Packet
3	JK Bond Paper	500	piece
4	Folder	12	Packet
5	Guard File	3	Packet
6	Register – 2 No.	6	Piece
7	Register – 4 No.	6	Piece
8	Register – 6 No.	6	Piece
9	Register – 8 No.	6	Piece
10	Register – 10 No.	6	Piece
11	Register – 12 No.	6	Piece
12	Ball Pen	20	Piece
13	Gel Pen	20	Piece
14	Permanent Marker – Fine Tip	6	Piece
15	Permanent Marker – Bullet Tip	6	Piece
16	Stapler Pin – No. 10	12	Packet
17	Stapler Pin – 24/6	12	Packet
18	China Clip / Paper Clip – Small	1 (500 g)	Packet
19	Paper Clip – Large / Medium	1 (500 g)	Packet
20	Drawing Pin / Thumb Pin	1 (500 g)	Packet
21	Rubber Band	1 (500 g)	Packet
22	Glue Stick	6	Packet
23	Liquid Gum – ½ Litre	3	Packet
24	Transparent Tape – Medium	1	Roll
25	Transparent Tape – Small	1	Roll
26	Arc File with metal clip	6	Piece

