

It is submitted that following stationary, sanitation, & miscellaneous items are urgently required for the Central Library.

**Stationery Items**

S. No.	Items	Quantity
1.	A4 Size Paper	10 Rims
2.	Dispatch Register	02
3.	Stock Register	01
4.	Receipt Register	02
5.	Blank Register	04
6.	Attendance Register	02
7.	Ball Point- Blue	12 Packet
8.	Ball Point- Red	04 Packet
9.	Ball point -Black	01 Packet
10.	Bold Marker - Black	01 Packet
11.	Bold Marker- white	01 Packet
12.	Stapler Machine	02
13.	Stapler Pin	02 Dozen
14.	Duster large size	100
15.	Rough cloth as duster	10 Meter
16.	Transparent Self adhesive (Squash Tape) Large size 1.5"	50
17.	Transparent Self adhesive (Squash Tape) Large size (2")	50
18.	Sharpeners for led pencils	01 Dozen
19.	Gum sticks	12
20.	Gum bottles medium Size	06
21.	Envelope Small Size	200

	Envelope medium A4 size	200
	Envelope file Size	100
24.	File Covers	100
25.	Stapler Pin Remover	04
26.	Dustbin (Plastic)	02 Dozen
27.	Correction Pen (whitener)	04