



DUM DUM MOTIJHEEL COLLEGE

1, Motijheel Avenue, Kolkata – 700074, West Bengal

(Affiliated to the West Bengal State University)

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Website: www.dumdummotijheelcollege.in

Tender Notice

Date : 25.11.2021

Sealed tenders are invited from reputed bidders for the following items of Dum Dum Motijheel College for various Printing Articles.

1. Registers for **CASH BOOK** on 95 gsm Conquest Paper (Size 11"x18")(Each book Contains 350 sheets)
2. Registers for "**TEACHERS ATTENDANCE REGISTER**" on 95 gsm Conquest Paper (Size 11"x18") (Each books Contains 90 sheets)
3. Registers for "**NON-TEACHING STAFF ATTENDANCE REGISTER**" on 90 gsm Conquest Paper (Size 10"x15") (Each books Contains 80 sheets)
4. **COLLECTION BOOK** (Size 16.5" x 13.5")
5. Registers for "**SALARY REGISTER**" on 90 gsm Conquest Paper (Size 15"x20")(Each books Contains 160 sheets)
6. Students "**ATTENDANCE REGISTER**".
7. "**LETTER HEAD** " on Sunlit Bond paper, Size 8.5" x 13.5" in 10 pads.
8. "**CREDIT VOUCHER**" Size 5.5" x 9" on pink Coloured paper in 10 pads.
9. "**DEBIT VOUCHER**" Size 5.5" x 9" on White Coloured paper in 10 pads.
10. **COVER FILE** (Normal Size)
11. **PUNCH FILE** (Normal Size)
12. **BOARD FILE** (Normal Size)
13. **ARCH FILE** (Normal Size)

Bidders have to submit the Sealed Quotation with necessary documents to the college Accountant Office by the 02.12.2021 (2.pm).

S/d- Pincipal,
Dum Dum Motijheel College