



Tuesday, February 27, 2024

	REGIONAL INSTITUTE OF ENGLISH, SOUTH INDIA Jnanabharathi Campus, Bengaluru-560 056
INVITING QUOTATIONS FOR SUPPLY OF STATIONERY AND HOUSEKEEPING ITEMS FOR THE YEAR 2024-25	
Quotations are invited from the suppliers to supply stationery and housekeeping items for the Institute for the year 2024-25.	
The list of items required is available on our website: (www.riesi.ac.in) Quotations should be sent in a sealed cover addressed to The Director, Regional Institute of English, South India, Jnanabharathi Campus, Bengaluru-560 056 so as to reach the office on or before 15.03.2024 . For more details, call: 080-35101131 Visit the website: www.riesi.ac.in	
Sd/- DIRECTOR	



Regional Institute of English, South India
Jnanabharathi Campus, Bangalore – 560 056

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For more details, call **080-35101131**

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DIRECTOR



Regional Institute of English, South India

Inanabharathi Campus, Bengaluru-560056

Ph: +91-080 - 35101131

Email: riesi.bangalore@gmail.com

Website : www.riesi.ac.in

LIST OF STATIONERY MATERIALS REQUIREMENT FOR YEAR 2024-2025 W.E.F. 01.04.2024 to 31.3.2025

- Annual Plan of 2024-2025
- Karnataka State Sponsored Programmes
- Member State special programmes
- ESP Programmes
- Distance Mode programmes

Total target number of teachers to be trained is 3,500 Nos.

Sl.No.	Name of the Item	Approximate Quantity Required	Rate per Piece/No. to be quoted (Rs.)
1.	J K Copier 75 GSM (A4 size)	500 reams	
2.	J K Copier 75 GSM (Legal Size)	50 reams	
3.	J K Ledger Green Sheets (Legal Size)	30 reams	
4.	Sheet Protector - A4 Size- 300 Micron	3,500 Nos.	
5.	Cello Fine Grip Ball point Pens	3,500 Nos.	
6.	Flair Pen	3,500 Nos.	
7.	Brown Covers (A4 Size)	3,500 Nos.	
8.	White covers (4" x 9.5")	1,000 Nos.	
9.	White Covers 4.5" X 10.5 "	1,000 Nos.	
10.	White covers (window) (4" x 9.5")	500 Nos.	
11.	Cloth Covers (10" x 13.5")	1,000 Nos.	
12.	Cloth Covers (12" x 16")	1,000 Nos.	
13.	White Board Markers - Kores	500 Nos.	
14.	Drawing pins (Push Type)	100 boxes	
15.	Stapler pins	20 boxes	
16.	K G Sheets	5,000 Nos.	



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17.	Long ruled register (100 pages)	25 Nos.	
18.	Long ruled register (200 Pages)	25 Nos.	
19.	Sketch pens - Camlin	500 sets	
20.	Rubber Band (Big Size) 1/2 KG Pkt (Nylon)	2 kg	
21.	Luxor OHP permanent marker pen (fine Tip) Green Blue, Black	50 Nos.	
22.	High Lighter (4 colours)	10 Nos.	
23.	Scissors (Big)	25 Nos.	
24.	Scissor (Medium)	25 Nos.	
25.	Fevi Stick (Big) (Glue)	300 Nos.	
26.	Stapler - HD 10D Kangaro	25 Nos.	
27.	Duster	25 Nos.	
28.	Glass Board Marker -	5 Boxes	
29.	White Chalk	2 Big Box	
30.	Colour Chalk	2 Big Box	
31.	Brown Tape - 2"	100 Nos.	
32.	Brown Tape - 1"	100 Nos.	
33.	Cellotape - 2"	100 Nos.	
34.	Cellotape - 1"	100 Nos.	
35.	L3150 Epson Printer Toner Black	25 Nos.	
36.	L3150 Epson Printer Toner Cyan	10 Nos.	
37.	L3150 Epson Printer Toner Magenta	10 Nos.	
38.	L3150 Epson Printer Toner Yellow	10 Nos.	
39.	Gem Clips 35mm	50 Boxes	
40.	J C Stick Notes	25 Nos.	



Regional Institute of English, South India

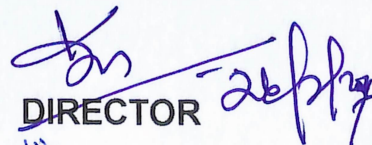

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41.	Post it pad (3 x4)	50 Nos.	
42.	Pencil Box	25 Nos.	
43.	Erasers	25 Nos.	
44.	Pencil Sharpener	10 Nos.	
45.	Gum Bottle (150 ml)	10 Nos.	
46.	Board pin colour (Push pin)	100 boxes	
47.	Id Card Plastic Covers (4 Inch X 3 Inch)	300 Nos.	
48.	Alfachisel 10 Water Color Markers	50 Packets	
49.	Duracell Cells 2A	50 Nos.	
50.	Duracell Cells 1A	50 Nos.	
51.	Big Stapler (Kangaro HP - 45)	5 Nos.	
52.	Oddy Snap Shot Inkjet ID Paper (A4 Glossy ID Papers) 300 GSM	200 Nos.	
	Uni-ball eye fine pen (Purple Colour)	1 Box	
53.	Correction Pen	10 pkts	
54.	Calculator Casio ML 120 (basic model)	4 Nos.	
55.	Key Board Brush	5 Nos.	


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LIST OF CLEANING (HOUSE KEEPING) MATERIALS REQUIREMENT FOR YEAR 2024-2025 W.E.F. 01.04.2024 to 31.3.2025

Sl.No.	Name of the Item	Approximate Quantity Required	Rate per Piece/No. to be quoted (Rs.)
1.	Harpic (500 ML)	50 Nos.	
2.	Wheel Powder 1 Kg PKT	60 Nos.	
3.	Mop stick with refills	25 Nos.	
4.	Mop Refills	25 Nos.	
5.	Steel Brush	40 Nos.	
6.	Toilet cleaning brush	20 Nos.	
7.	Urinal cakes	50 packets	
8.	Acid concentrate (5 Litre Can) (Sanitop)	25 Nos.	
9.	Phenyl Compound - 5 ltrs can (Good quality)	20 Nos.	
10.	Web Cob remover stick	2 Nos.	
11.	Dusting Cloth	50 Nos.	
12.	Hand Gloves	6 sets	
13.	Road Brush	2 Nos.	
14.	Water Wiper	2 Nos.	
15.	Mop stick (with refill)	5 sets	
16.	Bombay Broom (Monkey 555)	50 Nos.	
17.	Room Fresheners	10 packets	
18.	Soap Oil Can (5 ltr can)	20 Nos.	
19.	Caustic soda packet	15 Nos.	
20.	Checks Cloth	25 Nos.	



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21.	Coconut Palm Garden Broom	20 Nos.	
22.	Plastic Buckets (Good Quality) 20 Ltrs	20 Nos	
23.	Plastic Buckets (Good Quality) 5 Ltr	20 Nos.	
24.	Plastic Mugs (Good Quality) 1 Ltr	20 Nos.	
25.	Lifebuoy hand wash with pump	200 Nos.	
26.	Sanitizer 5 Lts can	5 Cans	


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