

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF SCHOOL EDUCATION
STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
SAKTIGARH GOVERNMENT SPONSORED PRIMARY
TEACHERS' TRAINING INSTITUTE, UNIT - II
P.O: BARSUL* DIST: PURBA BARDHAMAN* PIN: 713124
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ESTD: 1958

Letter No.: 169/S.G.S.PTTI. UNIT-II/2025

Date: December 9, 2025

NOTICE INVITING QUOTATION

This is to inform all concerned that **SAKTIGARH GOVERNMENT SPONSORED PTTI, UNIT-II** requires urgent procurement of **office contingency materials**. Interested suppliers are hereby requested to submit their sealed quotations **within three (03) days, i.e., by 12.12.2025 (Friday) within 4:00 PM.**
Quotations must be submitted in a sealed envelope directly at the office within the stipulated time.
Late submissions shall not be accepted.

Payment Terms:

- After delivery of the supplied items, payment will be made either by Account Transfer or by Cheque.
- At the time of submitting the bill, two (02) copies of the bill must be provided.

List of Required office Contingency Items:

Sl.No	Items	Quantity	Sl.No	Items	Quantity
01	A4 Paper	10 Bandil	16	Wooden Pencil	4 Pcs
02	Demi Paper (Note Sheet)	2 Bandil	17	Eraser	2 Pcs
03	Register (6x6)	12 Pcs	18	Stamp Pad	6 Pcs
04	Ball Pen (Black)	6 Pcs	19	Folder	12 Pcs
05	Ball Pen (Blue)	12 Pcs	20	Stabler (Kangaro)	4 Pcs
06	Tag	2 Bundle	21	Ruler Scale	4 Pcs
07	Fevi gum 250 gm	2 Pcs	22	White Chalk	10 Pkt
08	Black Permanent Marker	2 Pcs	23	Duster Cloth	6 Pcs
09	Black Sketch Pen	2 Pcs	24	Staff Attendance Register	4 Pcs
10	Whitener	6 Pcs	25	Ball Pen (Red)	4 Pcs
11	Highlighter	4 Pcs	26	Sharpener	2 Pcs
12	Fevicol 250 gm	4 Pcs	27	HP Printer Toner ZEB-LPC88A	3 Pcs
13	Rubber Stamp	3 Pcs	28	Gems Clip	2 Pack
14	White Phenyl	5 Ltr	29	Hand Wash (Dettol Pouch)	2 Pkd
15	Floor Mop Stick	1 Pcs	30	Sunlight Detergent 500 gm	2 Pcs

With Thanks,

Minjina 09/12/2025

Teacher- in-Charge.

S.G.S. PTTI, UNIT-II, Barsul, Purba

Bardhaman, 713124

Teacher-in-Charge

Saktigarh Govt. Sopn. P.T.T.I.

(Unit-II), Barsul

Purba Bardhaman, 713124

Copy forwarded for wide circulation and necessary action to:

Letter No.: 169/S.G.S.PTTI.UNIT-II/2025 Date: December 9, 2025

1. The SCERT, Kolkata
2. The Principal, DIET Burdwan
3. The District Inspector of Primary Education, Burdwan
4. The Chairman, DPSC Bardhaman
5. The Block Development Officer, Burdwan-II, Barsul Unnani, Bardhaman
6. The Pradhan, Barsul Gram Panchayat, Barsul, Bardhaman
7. The Teacher-in-Charge, SAKTIGRAH Government Sponsored PTTI, Unit-I
8. College Notice Board
9. College Website

Minjina 09/12/2025

Teacher- in-Charge.

S.G.S. PTTI, UNIT-II, Barsul, Purba

Bardhaman, 713124

Teacher-in-Charge

Saktigarh Govt. Sopn. P.T.T.I.

(Unit-II), Barsul

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