

**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\*

Email: saktigarhspgovtppti2@gmail.com, Website: https://saktigarhunittwo.wbptti.in/

**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 Pc
02	Demi Paper (Note Sheet)	2 Bandil	17	Eraser	2 Pc
03	Register (6x6)	12 Pc	18	Stamp Pad	6 Pc
04	Ball Pen (Black)	6 Pc	19	Folder	12 Pc
05	Ball Pen (Blue)	12 Pc	20	Stabler (Kangaro)	4 Pc
06	Tag	2 Bundle	21	Ruler Scale	4 Pc
07	Fevi gum 250 gm	2 Pc	22	White Chalk	10 Pkt
08	Black Permanent Marker	2 Pc	23	Duster Cloth	6 Pc
09	Black Sketch Pen	2 Pc	24	Staff Attendance Register	4 Pc
10	Whitener	6 Pc	25	Ball Pen (Red)	4 Pc
11	Highlighter	4 Pc	26	Sharpener	2 Pc
12	Fevicol 250 gm	4 Pc	27	HP Printer Toner ZEB-LPC88A	3 Pc
13	Rubber Stamp	3 Pc	28	Gems Clip	2 Pack
14	White Phenyl	5 Ltr	29	Hand Wash (Dettol Pouch)	2 Pkd
15	Floor Mop Stick	1 Pc	30	Sunlight Detergent 500 gm	2 Pc

With Thanks,

**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, BarsulUnnani, 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

  
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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