



DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, SONIPAT

(Established by the Haryana State Legislature Act No. 15 of 2012)

Ref. No.: DBRANLU/P&S/2025/13/RFQ-04

Date: 05.01.2026

The University invites bids from interested and reputed firms for Stationery item required for use in the University. Interested vendors/firms/institutions may submit their bids in the prescribed proforma enclosed herewith. The bids may be submitted either through email at registrar@dbranlu.ac.in or sent by post or delivered in person to the office mentioned below on or before 21.01.2026:

**The Registrar,
Dr. B. R. Ambedkar National Law University
Rai (Sonipat), 131029**

**DR. B.R. AMBEDKAR NATIONAL LAW UNIVERSITY, SONEPAT**

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To

The Registrar,
Dr. B. R. Ambedkar National Law University
Rai (Sonapat), 131029
E-mail: registrar@dbranlu.ac.in

Subject: Quotation for Stationery items for use in the university-regarding.

Name of Firms/Suppliers:

Address:

GST No.:

Contact Person Name:

Mobile no.:

Sr. No.	Name of items	Qty. Required	Brand/Make	Rate with GST Per Unit	Total Amount
1.	Fluid Pen Tube (Luxor)	30 Nos	(Luxor)		
2.	Plastic Folder (Butten)	400 Nos.	Good Quality		
3.	Fevicol Bottle 200 gm	30 Nos.	Good Quality		
4.	Legal Rim Paper Star Century	30 Rims	Star Century		
5.	Pencil (HB Natraj)	400 Nos	(HB Natraj)		
6.	Paper Cutter (Natraj)	50 Nos	(Natraj)		
7.	Permanent Marker (Luxor)	100 Nos	(Luxor)		
8.	Scissor Medium (Steel)	40 Nos	Good Quality		
9.	Stapler Small (Kangaro 10)	40 Nos.	(Kangaro 10)		
10.	CD Marker Pen (Luxor)	100 Nos.	(Luxor)		
11.	Box File	20 Nos	Good Quality		
12.	Punching Machine DP 280 (Kangaro)	10 Nos	(Kangaro)		
13.	Ruled Register 288 Pages Lotus Platinum	100 Nos	Lotus Platinum		
14.	Ruled Register 384 Pages Lotus Platinum	100 Nos	Lotus Platinum		
15.	Scale Steel 12"	30 Nos	Good Quality		
16.	Tape Dispenser 1"	20 Nos	Good Quality		
17.	Duster (Magnet White Board Duster)	50 Nos	Good Quality		
18.	Attendance Register (1Quire)	200 Nos	Good Quality		
19.	Ball Pen Blue	1000 No	Inxon Doms 0.7 mm		
20.	Noting Sheet Green	200 Nos	Good Quality		

21.	Dak Pad	30 Nos.	Good Quality		
22.	Damper Water Spong	50 Nos.	Good Quality		
23.	Color Flag Stick (Orange Color Mandatory)	200 Nos	Good Quality		
24.	Fevi Stick Gum (Small)	100 Nos	Good Quality		
25.	Eraser Rubber	200 Nos	Doms		
26.	Pencil Sharpener	200 Nos	Doms/ Natraj		
27.	Card Board with Flapper (Heavy)	1000 Nos.	Good Quality		
28.	Ink Pad Blue	30 Nos	Good Quality		
29.	Pilot Pen Blue V5	200 Nos	Good Quality		
30.	File Cover White (Frooti)	500 Nos	Good Quality		
31.	Peon Book	50 Nos.	Good Quality		
32.	Pilot Pen Green V5	100 Nos	Good Quality		
33.	Pilot Pen Black V5	100 Nos	Good Quality		
34.	Pilot Pen Red V5	100 Nos.	Good Quality		
35.	Pen Stand (Small)	30 Nos	Good Quality		
36.	L Shape Folder	300 Nos	Good Quality		
37.	Calculator Casio MJ-100Da	10 Nos.	MJ-100Da		
38.	Envelop A4 Size Yellow Laminated	1000 Nos.	Good Quality		
39.	White Tag small	10000 Nos.	Good Quality		
40.	Stapler pin small	100 Nos	Kangaro		
41.	Paper Rim A4 Size	400 Nos.	Star Century		
42.	Uniball Pen Blue	150 Nos.	Good Quality		
43.	Cello Tape 1 “	100 Nos.	Good Quality		
44.	Double Sided tape 1” Role	20 Nos.	Good Quality		
45.	Stapler Pin Big	150 Nos.	Kangaro		
46.	Stapler Big HP	20 Nos	Kangaro		
47.	Fevi Kwik 500 mg	20 Nos.	Good Quality		
48.	Sutli Bandle (White)	10 Pc	Good Quality		
49.	Highlighter (Multi color)	100 Nos	(Luxor)		
50.	Uniball pen Green	100 Nos	Good Quality		
51.	Post It Pad (Size 3x5)	100 Nos	Good Quality		
52.	Post It Pad (Size 3x3)	100 Nos	Good Quality		
53.	Uniball pen Black	50 Nos.	Good Quality		
54.	Carbon Paper	200 Pages	Good Quality		
55.	Ruled Register 240 Pages Lotus Platinum	100 Nos	Lotus Platinum		
56.	Bodkin Poker	20 Nos.	Good Quality		
57.	Cello Tape 2” White	100 Nos.	Good Quality		
58.	Green Laces Big	500 Nos.	Good Quality		
59.	Paint marker White	20 Nos	(Luxor)		

60.	Paper weight	20 Nos.	Rounded Shape		
61.	Cash Book 8 Quire	20 Pcs	Shipra Company		
62.	MoU folder with golden boarder High Quality	20 Pcs	High Quality		
63.	Pen Golden Color body Vector gold roller ball pen	20 Pcs	Parker Company		
64.	Cash Book 2 Quire	10 Pcs	Shipra Company		
Total Estimated Cost					

(Seal/Signature)

Note:-

1. The vendor may visit the University to examine the quality of the product on or before 11.01.2026, no later than 4:00 P.M.
2. The financial evaluation of bids will be conducted solely on an item-wise lowest quoted price basis.
3. Conditional bids shall be summarily rejected.
4. The University reserves the right to reject any or all bids without assigning any reason.
5. The University reserves the right to issue a purchase order for all items, selected items, or none at all.