



পঞ্জীয়কৰ কাৰ্যালয় :: নগাঁও বিশ্ববিদ্যালয়

Office of the Registrar :: NAGOAN UNIVERSITY

*A public State University established by upgrading Nowgong College (Autonomous), Nagaon under
ASSAM ACT NO. LIX of 2023*

NAGAON-782001, ASSAM

Estd :: 2023

Email- registrar@nagaonuniversity.ac.in

Website- www.nagaonuniversity.ac.in

Dhrubajyoti Baruah, M.A.
Registrar (I/c)

Phone: 70024-81571 (M)

Ref No.: NU/ESTB/Registrar/Q-N/2026/32

Date: 13/01/2026

NOTICE INVITING QUOTATION

Sealed quotations/Tenders are invited from eligible and experienced contractors/vendors/firms for supplying stationery materials to the University for the year 2026.

Tender documents can be obtained from official website(www.nagaonuniversity.ac.in) from 13/01/2026 during office hours.

The completed tender must be submitted on or before 20/01/2026. The authority reserves the right to accept or reject any or all tenders without assigning any reason.

(Dhrubajyoti Baruah)
Registrar i/c, Nagaon University
Nagaon, Assam

Memo No: - NU/ESTB/Registrar/Q-N/2026/32-A

Date: 13/01/2026

Copy to:-

1. P.S i/c. to Vice Chancellor.
2. P.A. i/c to Registrar i/c.
3. Head Assistant i/c.
4. Accountant.
5. Website.
6. Notice Board.
7. Office Copy.

(Dhrubajyoti Baruah)
Registrar i/c, Nagaon University
Nagaon, Assam



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Date: 13/01/2026

Place of Supply: - Stock of the Nagaon University.

Sl. No	Items	Unit	Unit Price
1.	All pin	Per Pkt.	
2.	Arch File	Per Pc.	
3.	Ball pen (Executive)	Per No	
4.	Ball Pen (Red/Black/Blue)	Per Pc.	
5.	Basin Cleaning Brush	Per No	
6.	Binder Clip 51mm/32mm/19mm	Per No	
7.	Binding Register No- 10/12/14/16/18	Per No.	
8.	Black Board Duster	Per Pc.	
9.	Blaesing Powder	Per Kg	
10.	Broom	Per Pc.	
11.	Broom (Standard)	Per No	
12.	Brown Paper	Per Rim	
13.	Brown Tape- 24mm X 48mm	Per Pc.	
14.	Bucket (Plastic) 20 Ltr	Per Pc.	
15.	Calculator Medium	Per Pc.	
16.	Candle	Per Pkt.	
17.	Carbon Paper	Per Pkt.	
18.	Carpet	Per sqft	
19.	Carpet Pasting	Per sqft	
20.	Chitro Nola 100gm	Per Bottle	
21.	Coconut Broom	Per Pc.	
22.	Coconut Broom with Stick	Per Pc.	
23.	Colin 500 ml	Per Bottle	
24.	Copier Paper (A4) 75 GSM	Per Pkt.	
25.	Copier Paper (FS) 75 GSM	Per Pkt.	
26.	Copier Paper A4 (Colour) 75 GSM	Per Pkt.	
27.	Copier Paper FS (Colour) 75 GSM	Per Pkt.	
28.	Cordless Battery	Per No	
29.	Correction Pen 8ml	Per Pc.	
30.	Cup Plate Set (Borosil/ Treo)	Per Set	
31.	Cutter Medium 18mm	Per No	
32.	Damper	Per Pc	
33.	Date Stamp	Per Pc.	
34.	Distilled Water	Per Ltr	
35.	Door Mate	Running Foot	
36.	Drawing Paper Roll 150gsm 60" x 10 Yards	Per Roll	
37.	Drinking water Glass (Borosil/ Treo)	Per set	
38.	Drinking Water Glass (General)	Per No	
39.	Dustbin (Small Size) 20 Ltrs	Per Pc	
40.	Dustbin 90 Ltr	Per Pc.	



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Place of Supply: - Stock of the Nagaon University.

41.	Dustless Coloured chalk	Per Pkt.	
42.	Dustless white chalk	Per Pkt.	
43.	Electric Cattle	Per No	
44.	Envelop (10x8 Size)	Per Pc.	
45.	Envelop (A3 Size)	Per Pc.	
46.	Envelop (A4 Size)	Per Pc.	
47.	Envelop (A5 Size)	Per Pc.	
48.	Envelop (FS Size)	Per Pc.	
49.	Envelop 11 x5	Per Pc.	
50.	Envelop A3 Size with Cloth	Per Pc.	
51.	Envelop A4 Size with Cloth	Per Pc.	
52.	Envelop A5 Size with Cloth	Per Pc.	
53.	Envelop FS Size with Cloth	Per Pc.	
54.	Erazer	Per No	
55.	Eveready Torch Battery	Per Pc.	
56.	Executive Bond Paper A4 100GSM	Per Pkt	
57.	Extension Board 4 in one	Per No	
58.	File Board & Cover	Per Pc.	
59.	Filtre Candle	Per No	
60.	Flat File	Per Pc.	
61.	Glue Bottle 100 ML	Per Bottle	
62.	Glue Bottle 200 ML	Per Bottle	
63.	Glue Stick 15 gm	Per Pc.	
64.	Godrej air pocket 10 gm	Per Pkt	
65.	Godrej Lock & Key	Per No	
66.	Good Knight Liquidator with machine	Per Pc	
67.	Graph Sheet 1mm	Per Pc	
68.	Gum Paste (700 ml)	Per Bottle	
69.	Hand Gloves (Best Quality)	Per pair	
70.	Hand Gloves (one time use)	Per Pair	
71.	Hand Sanitizer 500ml	Per Bottle	
72.	Hand Wash 200ml	Per Bottle	
73.	Hard Board	Per Pc	
74.	Harpic Red/Blue 500ml	Per Bottle	
75.	High lighter Pen	Per No	
76.	Index File	Per No	
77.	Knife 12-14 cm	Per Pc.	
78.	Kores White/ Green Board	Per Sqft	
79.	Lock & Key (General)	Per Pc.	
80.	Long Ex. Book	Per Pc.	



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Place of Supply: - Stock of the Nagaon University.

81.	Markin Cloth	Per Mtr.	
82.	Mop Stick	Per Pc.	
83.	Mouse Pad	Per Pc	
84.	Mug (Plastic)	Per Pc.	
85.	Musk Best Quality N-95	Per No	
86.	My Clear Bag (Normal)	Per Pc.	
87.	My Clear Bag (Standard)	Per Pc	
88.	Nepheline 100gm	Per Pkt	
89.	Note Book / Conference 10/20/40 pages	Per No	
90.	Note/Conference pad- Executive (160 pages) with Spiral Binding	Per No	
91.	Number Stamp (6 Digit)	Per Pc	
92.	Odonil Air Freshener 75gm	Per Pkt	
93.	OHP Marker	Per Pc	
94.	Padel Bucket 20 Ltr	Per No	
95.	Paper Clips Coloured	Per Pkt.	
96.	Paper Clips Nickel Plated	Per Pkt.	
97.	Pen drive 32GB/G4 GB	Per Pc	
98.	Pen Stand (Standard)	Per No	
99.	Pencil Battery	Per No	
100.	Peon Book No-9	Per Pc	
101.	Permanent Marker	Per Pc.	
102.	Phenyle (Black) 500ml	Per Bottle	
103.	Phenyle (White) 500ml	Per Bottle	
104.	Photo Paper 160/190 GSM	Per pkt	
105.	Plastic Tray	Per No	
106.	Polymer Stamp	Per Pc.	
107.	Polythin	Per Mtr.	
108.	Port Folio File	Per No	
109.	Punching Machine (Double)	Per Pc.	
110.	Punching Machine (Single)	Per Pc.	
111.	Push Pin	Per Box	
112.	Rain Coat	Per No	
113.	Rain Coat	Per No	
114.	Room Freshener 270 ml (Odonil/Godrej aer)	Per No	
115.	Rubber Band 500gm	Per Pkt.	
116.	Scissor (General Purpose) 8.25 inch	Per Pc.	
117.	Sealing Wax	Per Pkt.	
118.	Sketch Pen	Per Pkt.	
119.	Small Ex. Book	Per Pc.	
120.	Spider net cleaning brush	Per No	



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121.	Stamp Pad Big	Per No	
122.	Stamp Pad Small	Per Pc.	
123.	Stapler Machine (Big)	Per Pc.	
124.	Stapler Machine (Medium)	Per Pc.	
125.	Stapler Machine (Small)	Per Pc.	
126.	Stapler Pin (24/6)	Per Pkt.	
127.	Stapler Pin (No. 10)	Per Pkt.	
128.	Stick file	Per No	
129.	Sticky Notes 1.5 X2' / 3' X3'	Per Pkt	
130.	Sutlee	Per Kg.	
131.	T Pin	Per Box	
132.	Tag	Per Mutha	
133.	Tape dispenser	Per No	
134.	Thread	Per Kg.	
135.	Toilet Cleaner Brush	Per No	
136.	Torch light Charging	Per No	
137.	Towel (Big Size)	Per Pc.	
138.	Towel (Medium Size)	Per Pc.	
139.	Towel (Small Size)	Per Pc.	
140.	Tracing Roll For Manual Drafting 90 / 100 GSM	Per Roll	
141.	Transparent Tap-24mm X 48mm	Per Pc.	
142.	Voucher File	Per No	
143.	Wall Clock 12"	Per Pc.	
144.	Wall Clock 16"	Per Pc.	
145.	White Board Eraser (Magnetic/Non Megnetic)	Per Pc.	
146.	White Board Marker	Per No	
147.	Wi-Fi device D-Link	Per Pc	
148.	Wiper Stick	Per No	
149.	Wooden Pencil	Per No	
150.	Yoga Mat 6mm	Per No	

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