



KAKATIYA UNIVERSITY
WARANGAL-506 009

Tender Notice No. 721/PSePROC/KU/2025

dated:13/06/2025

OPEN TENDER

Sealed Tenders are invited in two bid system from eligible licensed firms for Procurement of Office Stationery, Printing Stationery & Computer Peripherals separately **Last date is 26/06/2025 by 5:00 P.M.** For further details visit Kakatiya.ac.in.


Chairman & Controller of Examinations


13/6/25

KAKATIYA UNIVERSITY
WARANGAL-TELANGANA -506 009
LIMITED TENDER ENQUIRY
(For Display in KU Website)

No. 721 / PS&ePROC / KU/Wgl/ 2025

Dated: 13-06-2025

Sealed Tenders from the registered firms located within Municipal Limits of Warangal under two-bid system (Technical & Commercial bid) are invited for the supply of the following items for 2025-2026 financial year.

Sl.No.	Description	Items Required	Trade License of Firms	Tender Processing Fee (Non-Refundable)	EMD
1.	Office Stationery	See Annexure-I Quote price for each item	The firms should have trade license to sell Office Stationery	Rs.2,000/-	Rs.25,000/-
02.	Printing Stationery	See Annexure-II Quote price for each item	The firms should have trade license to print Stationery items i.e., Printing Press/Graphics etc.,	Rs.2,000/-	Rs.25,000/-
03.	Computer Peripherals	See Annexure-III Quote price for each item	The firms should have trade license to sell Computer hardware/ Peripherals	Rs.2,000/-	Rs.25,000/-

Note: 1) Tender Processing Fee (Non-Refundable) In favour of Registrar Examination Account No.52026910298, IFSC Code SBIN0020262

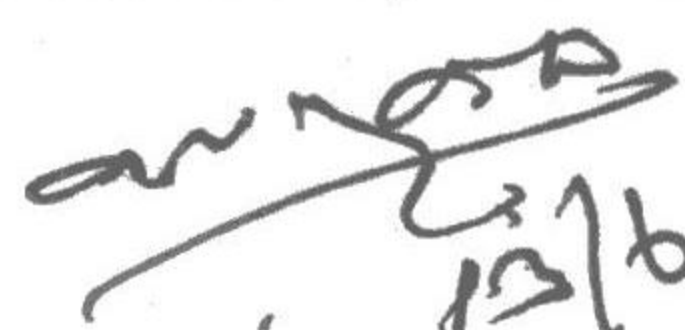
2) EMDs in the form of DDs In favour of Registrar Examination Account No.52026910298, IFSC Code SBIN0020262

Lists of items are available at the KU website and also @ the Office of the Director, Publication, Stores & e-Procurement Cell, Kakatiya University, Warangal. Tender forms can be downloaded from Kakatiya University website www.kakatiya.ac.in. Downloaded and filled-in sealed Tender Forms should reach to the Director, Publication, Stores & e-Procurement Cell, Kakatiya University, Warangal on or before 26/06/2025 by 05.00 p. m. After the due date & time, sealed covers will not be accepted.


CHAIRMAN

& CONTROLLER OF EXAMINATIONS

Note: Specifications of items are given in Annexure- I, II & III


13/6

KAKATIYA UNIVERSITY
WARANGAL –TELANGANA STATE-506009

Tender No. 721/ PS&ePROC / KU/Wgl/ 2025

Dated: 13-06-2025

Subject: Tender Notification for the supply of following items-Reg.

- i. Office Stationery
- ii. Printing Stationery
- iii. Computer Peripherals

(I) Eligible Bidders/Suppliers located within Municipal limits of Warangal are requested to submit their competitive bids in sealed covers under TWO BID SYSTEM (Technical bid & Commercial bid) for the items detailed in the Annexure-I,II & III by fulfilling all the terms and conditions .

1. Closing date & time **26/06/2025 (5.00 P.M.)**
(for receiving duly filled in Tenders) :

2. Submission of Tender **: Sealed Tenders under two - bid systems(Technical bid and Commercial bid) should be submitted super scribing there on bidders name and Tender No. and name of the item and must reach at the following address before the bid closing time and date i.e., 26/06/2025 by 5.00 p.m.**

The Director
Publication, Stores & e-Procurement Cell
Kakatiya University
Warangal-506 009 (T.S)

3. Opening of Technical Bid (Tentative)

27/06/2025 at 03:00 p.m. at the Office of the Controller of Examination, KU (Chairman).

4. Opening of Commercial Bid (Tentative)

30/06/2025 at 04:00 p.m. at the Office of the Controller of Examination, KU (Chairman).

(II) Technical Conditions:

1. The Bidder should have a proper Trade License of specified items to sell, GST, PAN Card and Bank Account on its firm name.
2. The firms should be located within Municipal Limits of Warangal for quick delivery of goods without loss of time. Proof of address should be enclosed.

3. The firms should have the requisite domain expertise with regard to supply of the items. For proof previous supply orders must be enclosed.
4. The Bidder should have Annual Turnover of Rs.30.00 Lakhs put together during last three (03) financial years 2022-23, 2023-24 & 2024-25 i.e. Assessment Year of 2023-24, 2024-25 & 2025-2026 (enclose the Chartered Accountant Certificate).

III GENERAL CONDITIONS:

All the firms should strictly stick to the quality & brand items

Successful Bidder i.e. L1 firm should submit bills with GST and Bank Account Number details printed.

The deductions in respect of GST and TDS (IT) will be effected as per rules.

In case of any deviation from the quality and supply of items, the EMD will not be refunded.

L1 firm should give an undertaking accepting the conditions at the time of issuing Purchase Orders.

The University has the right to reject/cancel tender at any stage without assigning any reasons thereof.

- a) Bid shall be submitted in two covers separately viz., Technical Bid Form & Commercial Bid Form.
- b) **Technical Bid** shall contain Documents such as (1) Tender Processing fee payment proof (2) EMD (3) Copies of Trade license (4) GST Registration Certificate (5) Pan Card (6) Bank Account details (7) Detailed Profile of the firm (8) Copies of earlier supply orders (9) Annual Turnover of last three Financial years & Assessment years certified by Chartered Accountant (C.A).
- c) **Commercial Bid** form shall contain only price details of items (including payment terms & conditions) to be filled in Tender schedule issued by the University, clearly specifying Taxes details.
- d) All the firms should strictly stick to the quality & brand items.
- e) Successful Bidder i.e. L1 firm should submit bills with GST and Bank Account Number details printed.
- f) The deductions in respect of GST and TDS (IT) will be effected as per rules.
- g) In case of any deviation from the quality and supply of items, the EMD will not be refunded.
- h) L1 firm should give an undertaking accepting the conditions at the time of issuing Purchase Orders.

- i) The University has the right to reject/cancel tender at any stage without assigning any reasons thereof.

IV. IMPORTANT NOTE:

- a) Technical Bid and Commercial Bid shall be placed in two separate sealed covers. The Commercial Bids of the firms who qualify in Technical Bids will only be opened. If any firm places Technical Bid and Commercial Bid in one cover or in a single folder or submits the Bids in any fashion other than the one prescribed by the University, they will be rejected. Bid selection will be based on technical evaluation of the firm, product and price and other conditions as the Committee decides.
- b) The L1 firm shall enter into an agreement committing the supply of material in time.
- c) The rates once agreed are not negotiable throughout the entire period of the contract i.e., 2025-2026 financial year.
- d) Tenders received after the bid closing date/time shall not be considered.
- e) Telex/Tele fax/E-Mail tenders shall not be accepted.
- f) No unsolicited correspondence shall be entertained.
- g) Payment will be made only after successful fulfilment of order with assured Quality and on submission of bills with GST number printed.
- h) Any Tender submitted contains incorrect statement and incomplete information will be rejected.

All disputes or differences whatsoever arising between the parties relation to the contract shall be settled by arbitration in accordance with the rules of arbitration of Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties. The venue of arbitration shall be Hyderabad. The appointment of Arbitrator will be made by the Vice-Chancellor, Kakatiya University.


CHAIRMAN
& CONTROLLER OF EXAMINATIONS

Date: 13/06/2025


6.72/6

KAKATIYA UNIVERSITY
WARANGAL-TELANGANA STATE -506009
TECHNICAL BID FORM

Tender No. ~~32~~/PS&ePROC / KU/2025

Dated: ~~13~~ 06-2025

1.	Name of the Firm	
2.	Firm – Address	
3.	Correspondence Address	
4.	Name of the Proprietor	
5.	Telephone No.(s)	
6.	Year of Establishment	
7.	Tender Item Description	Office Stationery/Printing Stationary/Computer Peripherals (Tick to applicable item)
8.	Tender processing fee (Payment to be done through online, to the Registrar Income Account A/c No 52026911837 , IFSC : SBIN0020262	Rs. 2,000/-
9.	EARNEST MONEY DEPOSIT	Rs.25,000/-
i)	D . D Number	
ii)	D.D Amount & Date	
iii)	Bank Name & Branch Name	
9.	GST Registration No.=	
10.	PAN No./ Income Tax A/c No.	
11.	Commercial Tax Dept Registration Details	
12.	Trades/ Business License details	
I hereby declare that the above particulars mentioned are true to the best of my knowledge I will be responsible for any false information.		

Signature
(By Authorized Person with Official Seal)

Date:

Note: Enclose Documentary evidences for Proof along with earlier supply order.

Annexure- I



Office of the Director Publication, Stores & e-Procurement Cell Kakatiya University, Warangal – 506 009 (TG)

Office Stationery items for 2025-26 Financial Year

Sl. No.	Particulars	Quantity	Rate
01	02	03	04
01.	Alpin Boxes (Lion Pins) (100 Gms)	Per each	
02.	Adhesive Label Sheets	Per each	
03.	Ball pens (Montex) Blue, Red and Black	Per each	
04.	Bell All Pins Box	Per each	
05.	Bitco Pens (Red, Blue, Black)	Per each	
06.	Brooms (Coconut)	Per each	
07.	Brooms (Long stick)	Per each	
08.	Brooms (soft)	Per each	
09.	Brown covers (10 x 8) size thick	Per 100	
10.	Brown covers (12 x 10) size thick	Per 100	
11.	Brown covers (16 x 12) size thick	Per 100	
12.	Brown covers (18 x 14) size thick	Per 100	
13.	Brown sheet (craft) 60 GSM Reem	Per Reem	
14.	Brown sheet (craft) 70 GSM Reem	Per Reem	
15.	Brown sheet (craft) 80 GSM Reem	Per Reem	
16.	Plastic Bucket 10 litres (Chetan)	Per each	
17.	Plastic Bucket 10 litres (Cello)	Per each	
18.	B2B A4 Size Paper Bundles	Per each	
19.	B2B Legal Size Paper Bundles	Per each	
20.	Calculator CT -500 (citizen)	Per each	
21.	Calculator (Casio)	Per each	
22.	Camlin gum stick (Small)	Per each	
23.	Camlin gum stick (Medium)	Per each	
24.	Camlin gum stick (Big)	Per each	
25.	Calling Bells – (Electrical – Remote) Branded	Per each	
26.	Candles – (Big)14"	Per each	
27.	Carbon Boxes (Kores 503)	Per each	
28.	Cells for Watch (AA)	Per each	
29.	Cells for Remote (AAA)	Per each	
30.	Closed Files boards – Deluxe	Per each	
31.	Cloth covers – 10 x 8 size (Ordinary)	Per 100	
32.	Cloth covers – 10 x 8 size (thick)	Per 100	
33.	Cloth covers – 12 x 10 size (Ordinary)	Per 100	
34.	Cloth covers – 12 x 10 size (thick)	Per 100	
35.	Cloth covers – 12 x 9 size (Ordinary)	Per 100	
36.	Cloth covers – 16 x 12 size (Ordinary)	Per 100	
37.	Cloth covers – 16 x 12 size (thick)	Per 100	

38.	Cloth covers – 18 x 14 size (Ordinary)	Per 100	
39.	Cloth covers – 18 x 14 size (thick)	Per 100	
40.	Cloth Covers – A4 size (Ordinary)	Per 100	
41.	Cloth covers – A4 Size (thick)	Per 100	
42.	Correcting Fluid (Red) Kores	Per each	
43.	Dettol (500ml)	Per each	
44.	Duplicating Bundle Blue Copier Paper	Per each	
45.	Duplicating Bundle Green Copier Paper	Per each	
46.	Duplicating Bundle Pink Copier Paper	Per each	
47.	Duplicating Bundle Yellow Copier Paper	Per each	
48.	Envelops 10 x 4 white	Per 100	
49.	Envelops 9 x 4 white	Per 100	
50.	Envelops 11 x 5 size (Brown)	Per 100	
51.	Envelops 12 x 10 size (Brown)	Per 100	
52.	Envelops 16 x 12 size (Brown)	Per 100	
53.	Envelops 18 x 14 (Brown)	Per 100	
54.	Envelops 9 x 4 size (Brown)	Per 100	
55.	Executive Bond Paper (A4 size White) 500 sheets	Per each	
56.	Executive Bond Paper (FS size White) 500 sheets	Per each	
57.	Fevi sticks (Small)	Per each	
58.	Fevi sticks (Medium)	Per each	
59.	Fevi sticks (Big)	Per each	
60.	Fevicol Tubes (200 ML)	Per each	
61.	Fevicol Tubes (500 ML)	Per each	
62.	File Boards (Medium Quality)	Per each	
63.	File Boards Thick Quality (with KU Name & Emblem)	Per each	
64.	File Tags 10" (Best Quality)	Per each	
65.	Flask ½ Litre & 1 Litre (Milton)	Per each	
66.	Flask ½ Litre & 1 Litre (Eagle)	Per each	
67.	Florescent stickers sheets(A4 size Colour sheets)	Per each	
68.	Marker Pens	Per each	
69.	Gem clips – Plastic quoted	Per each	
70.	Gum Bottle (150 ml) Camel white	Per each	
71.	Gum Bottle (150ml) Camel Yellow	Per each	
72.	Gum Bottle (700 ml) Camel White	Per each	
73.	Gum Bottle (700 ml) Camel Yellow	Per each	
74.	J K Copier A4 Size (500 sheets) 75 GSM	Per each	
75.	J K Copier Legal size (500 sheets) 75 GSM	Per each	
76.	JK Exel Bond Paper (A4 size 90 GSM 500 Sheets)	Per each	
77.	Locks (Small) 7 Levers with 3 Keys (Godrej)	Per each	
78.	Locks (Small) 7 Levers with 3 Keys (Sheel)	Per each	
79.	Locks Medium –6 Levers with 3 keys (Godrej)	Per each	
80.	Locks Medium –6 Levers with 3 keys (Sheel)	Per each	

81.	Locks (Big) 6 Levers with 3 Keys (Godrej)	Per each	
82.	Locks (Big) 6 Levers with 3 Keys (Sheel)	Per each	
83.	L- Folders with KU Logo Printing	Per each	
84.	Mop stick	Per each	
85.	Napkins (Turkey)	Per each	
86.	Naphthalene Balls – (Big)	Per each	
87.	Nirma washing Powder Surf ½ kg	Per each	
88.	Note Books (Ruled)100 Pages Nirmala (Champion)	Per each	
89.	Note Books (Ruled)100 Pages Nirmala (Winner)	Per each	
90.	Note Books (Ruled)100 Pages (Classmate)	Per each	
91.	Note Books (Plane) 200 Pages Nirmala (Champion)	Per each	
92.	Note Books (Plane) 200 Pages Nirmala (Winner)	Per each	
93.	Note Books (Plane) 200 Pages (Classmate)	Per each	
94.	Numbering Ink (25 ml (Kores) Black 60	Per each	
95.	Numbering Ink (25 ml (Kores) Red	Per each	
96.	Office Attendance Registers	Per each	
97.	Paper cutter (Small)	Per each	
98.	Paper cutter (steel) Big	Per each	
99.	Paper gum tape 2 inch (for seal/Brown)	Per each	
100.	Paper Weights (Plastic) Big	Per each	
101.	Paper Weights (Rubber) Big	Per each	
102.	Pen drives 16/32/64 GB (Branded) SanDisk/HP	Per each	
103.	Pens Gel (Black, Blue, Violet, Peacock Blue)	Per each	
104.	Pencil Eraser (Natraj-Big) kores/Camlin	Per each	
105.	Pencil Sharpeners kores/ Natraj/Camlin	Per each	
106.	Pencils (Apsara)	Per each	
107.	Pencils (Natraj)	Per each	
108.	Pencils (Camlin)	Per each	
109.	Pentel Energel Green Pen	Per each	
110.	Permanent markers	Per each	
111.	Pin cushions (Magnet)	Per each	
112.	Plastic Basket (small) to carrier flasks	Per each	
113.	Plastic clips	Per each	
114.	Plastic Scales (Natraj) thick quality	Per each	
115.	Plastic Scales (camel) thick quality	Per each	
116.	Plastic Suthili	Per each	
117.	Plastic trays (office use) Chetan Big size	Per each	
118.	Plastic water Jugs (Big) Chetan (1 Litre)	Per each	
119.	Plastic Mugs for wash rooms	Per each	
120.	Punching Machine (kangaroo)	Per each	
121.	Push Pins Box	Per each	
122.	PVC Tape (1) Tragnament/Brown	Per each	
123.	PVC Tape (2) Tragnament/Brown	Per each	
124.	PVC Tape (3) Tragnament/Brown	Per each	
125.	Red (Audit) Pencils (Natraj)	Per each	
126.	Registers 100 page Ruled	Per each	

127.	Registers 200 page Ruled	Per each	
128.	Registers 300 page Ruled	Per each	
129.	Registers 400 page Ruled	Per each	
130.	Ring file Boards – Deluxe (Box file)	Per each	
131.	Rubber Band 4" (Per Packet)	Per each	
132.	Rubber Band 6" (Per packet)	Per each	
133.	Savlon 500 ml hand wash	Per each	
134.	Shawls with KU Printing and Embroidery (Good Quality)	Per each	
135.	Scissors (Wilson) medium/large	Per each	
136.	Sealing Wax Boxes (Ashoka)	Per each	
137.	Sketch Pens Black/ Pik	Per each	
138.	Sketch Pens Blue/ Pik	Per each	
139.	Sketch Pens Green / Pik	Per each	
140.	Sketch Pens Red /Pik	Per each	
141.	Spike/Extension Box 5 socket (Goldmedal)	Per each	
142.	Spike/Extension Box 5 socket (V Guard)	Per each	
143.	Stamp Pad (Big) Camel	Per each	
144.	Stamp Pad (Big) Ashoka	Per each	
145.	Stamp Pad (Medium size) Camel	Per each	
146.	Stamp Pad (Medium size) Ashoka	Per each	
147.	Stamp Pad (Small) Ashoka	Per each	
148.	Stamp Pad (Small) Camel	Per each	
149.	Stamp Pad Ink (Ashoka) 25 ml	Per each	
150.	Stapler (Big) with handle Kangaroo 24/6	Per each	
151.	Stapler (Big) Kangaroo 24/6	Per each	
152.	Stapler (small) Kangaroo	Per each	
153.	Stapler Pins (Big) Kangaro	Per each	
154.	Stapler Pins (Small)	Per each	
155.	Surf Excel washing powder surf ½ kg	Per each	
156.	Turkey Towel with KU Printing (for Office Chairs)	Per each	
157.	Turkey Towel with KU Printing (for Cars)	Per each	
158.	Tea plastic trays (Small, Medium and Big)	Per each	
159.	Touchen with Plastic Handle	Per each	
160.	Uniball Pens green	Per each	
161.	Vim Powder ½ kg	Per each	
162.	Wall Clock (for Office)medium any 2 Brand	Per each	
163.	Water bottles Big (Milton)	Per each	
164.	Water bottles Big (Cello)	Per each	
165.	Water Cans (20 Litres)	Per each	
166.	Water Cushions	Per each	
167.	Writing pads (big size)	Per each	
168.	Dust Bins (Plastic) Chetan	Per each	
169.	Sine Cloth (Pedda Panna)	Per Metter	
170.	Sine Cloth (Chinna Panna)	Per Metter	

av

Annexure- II



Office of the Director Publication, Stores & e-Procurement Cell Kakatiya University, Warangal – 506 009 (TG)

Printing Stationery items for 2025-26 Financial Year

Sl. No.	Particulars	Quantity	Rate
01	02	03	04
01.	Absentee Statement (1+2) 1/4th Demmy Size one side printing 100+100+100 Leaves (Pads) 68 GSM	Per Pad	
02.	Advance Register 1/4th Roopkari Size Paper 200 Pages two side Numbering with Stiff Binding 68 GSM	Per Register	
03.	Attendance Register 1/4 th Roopkari Size Two Side Black Colour Printing On 68 GSM Paper With One Side Numbering (Sl. No.1 To 50) With Stiff Binding	Per Register	
04.	Audit Register of Teachers / Officers Pay & Allowances ½ Roopkari Size, Two side Black Colour Printing+ Fly Leaves, on Ledger Paper with Leather Binding S. No. 1-50 One side Numbering 13.2 Kg	Per Register	
05.	Audit Registers of NGO/ Class IV Employees Pay & Allowance) ½ Crown Size Ledger Paper Fly Leaves, Leather Binding (Sl. No.1 to 50 One side Numbering) 13.2 Kg	Per Register	
06.	Award List ¼ th Crown Size Two Side Printing on 68 GSM Paper. Each Pad Contains 100 Leaves.	Per Pad	
07.	Bundle Slips A4 Size One Side Printing on Colour Maplitho Paper, B.Com / B.Sc.(B) / B.Sc.(M) / B.A / BBM 68 GSM	Per Pad	
08.	Cash Book Registers (Small) ¼ Roopkari Size, Two side Black Colour Printing on 13.4 Kg Ledger Paper with Leather Binding Sl.No. 1-200 One side Numbering	Per Register	
09.	Cash Book Registers (Big) ½ Roopkari Size, Two side Black Colour Printing 13.4 Kg Ledger Paper with Leather Binding Sl. No. 1-200 One side Numbering	Per Register	

10.	Certificate Regular Post Covers (Convocation Post Covers) (Not to be Fold) Convocation Certificate Multicolour Printing On 300 GSM ITC Duplex Board with white back, with Gumming (As per Specimen Copy)	Per Cover	
11.	Chief Examiner's Review Account Forms ¼ th Roopkari Size, One Side Printing 68 Gsm Paper	Per Pad	
12.	Confidential cover 11x5 inches 100 GSM craft paper two side printing	Per Cover	
13.	Counter Foils 15.5x12.5 Inches Exam Branch Covers, Craft Paper Two Side Printing 100 GSM	Per Cover	
14.	File Backers (with KU Printing) 1/4 th Roopkari one side printing 100 GSM craft paper	Per Leaf	
15.	Ordinary Graph 1/4th Demmy Size Paper One Side Printing (Red Colour or Green Colour) Each Pad 100 Leaves 68 GSM.	Per Pad	
16.	Semi- Log Graph 1/4th Demmy Size Paper One Side Printing (Red Colour or Green Colour) Each Pad 100 Leaves 68 GSM.	Per each	
17.	Inward Registers 1/4th Roopkari Size Paper, 400 Pages One Side Numbering with Stiff Binding 68 GSM (S.No. 1-200)	Per Register	
18.	Key Box Registers 1/4th Roopkari Size 24 Pages Black Colour Printing Maplitho Paper with Stiff Binding 68 GSM	Per Register	
19.	Log Books 1/8 Roopkari Size, Two sides Black Colour Printing on Ledger paper with stiff Binding Sl.No. 1-200 One side Numbering) 68 GSM	Per Book	
20.	Letter delivery Book 1/8 Roopkari size 200 Pages Printing on 10.4 Kg ledger paper with sl.No. 1 to 200 stiff binding	Per Book	
21.	Migration Certificate Books 1/4th Roopkari Size One Side Printing on 13.4 Kg with Ledger Paper.	Per Pad	
22.	Migration Certificate Application Form 1/4th Roopkari Size Two Side Printing Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	
23.	Outward Registers 1/4th Roopkari Size Paper, 400 Pages One Side Numbering with Stiff Binding 68 GSM (S.No. 1-200)	Per Register	
24.	Paper Setting Bill Form 1/4th Roopkari Size Two Side Printing Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	
25.	Pay Bill forms of TEACHING STAFF & OFFICERS 1/2 Crown Size, Two Side Black Colour Printing Paper Each	Per Pad	

	Pad Contains 100 Leaves (Sl.No. 1 to 100) 68 GSM		
26.	Payment Registers 1/4 th Crown size 13.2 Kg White paper two side numbering (Sl.No 1 to 300) with stiff binding	Per Register	
27.	Pay Bill forms of NGO's / Class IV 1/2 Crown Size, Two Side Black Colour Printing Paper Each Pad Contains 100 Leaves (Sl.No. 1 to 100) 68 GSM	Per Pad	
28.	Faculty of (paper setting) A4 Size 08 pages with two colour printing and pining 80 GSM	Per each	
29.	Progressive Expenditure Register 1/4 th Rookari Size Two Side Black Colour Printing On 68 GSM Paper With One Side Numbering With Stiff Binding	Per Register	
30.	Material Issue Memo Books – 50 Nos, Bill Book 1+2 Original/Duplicate/Triplicate ¼ th Demmy Size	Per Book	
31.	M.T.C Form 52 1/2 Rookari Size two side printing on 68 GSM Paper	Per Pad	
32.	Pay Bill Register Forms of N.G.Os / Class IVth Employees 1/2 Crown Size, Two Side Black Colour Printing On 13.4 kg Paper with Leather binding (Sl.No 1 to 300) one side Numbering	Per Register	
33.	Receipts 1/4 th Demmy Size One Side Printing on Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	
34.	Register of the Acquaintance Roll of the Office of Warangal ¼ th Rookari Size Paper, 400 Pages One Side Numbering with Stiff Binding 68 GSM (S.No. 1-200)	Per Register	
35.	Remuneration Bill Form Valuation ¼ Rookari Size Paper two side Printing . Each Pad Contains 100 Leaves 68 GSM	Per Pad	
36.	Requisition Bill Forms ¼ Rookari Size Two Side Printing Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	
37.	Scribbling Pads KU Printing 1/8 Demmy size one side Print with spiral Binding (1x25 Leaves) 68 GSM white paper and cover page Mirror Card/ art Card	Per Book	
38.	Scrutinizers Report Forms ¼ Crown size Two Side Printing Paper each Pad Contains 100 Leaves 68 GSM	Per Pad	
39.	Sitting Fee Bill Form ¼ th Rookari Size Two Side Printing Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	

40.	Statement of Attendance 1/4th Roopkari Size Two Side Printing Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	
41.	Stationery Issue Register 1/4 th Demmy Size Paper 200 Pages two side Numbering with Stiff Binding 68 GSM	Per Register	
42.	Stock Registers 1/4 Roopkari Size bilt white maplitho Paper two side printing with one side numbering and Leather Binding 15.0 Kg (Sl. No 1 to 200 one side numbering)	Per Register	
43.	Stock Registers 1/4 Roopkari Size bilt white maplitho Paper two side printing with one side numbering and Leather Binding 15.0 Kg (Sl. No 1 to 300 one side numbering)	Per Register	
44.	Teaching Diaries 1/4 th Roopkari Size Two Side Printing Paper, 54 Pages and Title Card one colour printing on 10.4 Kg Century card with binding 68 GSM	Per Diary	
45.	Token Registers 1/4 Roopkari Size, Two side Black Colour Printing white paper with Cloth Binding Sl.No. 1-200 One side Numbering) 68 GSM	Per Register	
46.	Transcript Covers (14x10 inches, 5.2 kg AP Card with Inside glass lamination	Per Cover	
47.	Valuer Script Allotment Sheet Forms 1/4th Roopkari Size Paper, One Side Printing, 68 GSM	Per Pad	
48.	Verification Slips A4 Size One Side Printing on Colour Maplitho Paper, Each Pad 100 Leaves B.Com / B.Sc.(B) / B.Sc.(M) / B.A / BBM	Per Pad	
49.	Work Done Statement 1/4th Dummy Size One Side Printing on Maplitho Paper, Each Pad Contains 100 Leaves 68 GSM	Per Pad	
50.	1/4 Roopkari Size on paper two side printing 100 Nos. Original + 100 Nos. Duplicate 68 GSM	Per Pad	

Annexure- III



Office of the Director Publication, Stores & e-Procurement Cell Kakatiya University, Warangal – 506 009 (TG)

Computer Peripherals items for 2025-26 Financial Year

Sl. No.	Description	Company	Quantity	Rate
01	02	03	04	05
01.	Ribbon Spools	Printronix P 7000 (06 Ribbons Contains Boxes)	Per each	
02.	Compatible Toners for Laser Printers	(12-A) Companies (Lipi & 88 Patron)	Per each	
03.	88A Toners	HP Original	Per each	
04.	81 A Toners	HP Original	Per each	
05.	42 A Toners	HP Original	Per each	
06.	37A Toners	HP Original	Per each	
07.	Antivirus	Single & Multiple users	Per each	
08.	Key Boards	Dell/HP/TVS Champ	Per each	
09.	Mouse	Dell/HP/TVS Champ	Per each	
10.	Key Boards	TVS Gold & Prime	Per each	