



भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY, KANPUR  
कार्यालय अधिष्ठाता, विद्यार्थी कार्य  
Office of Dean of Students' Affairs

कोटेशन (भावपत्र) आमंत्रण सूचना

पृष्ठताळ संख्या: IITK/DOSA/HM/2026-2/003 दिनांक: 01.06.2026

विषय: कच्चे खाद्य पदार्थों की आपूर्ति के लिए कोटेशन का अनुरोध।

भारतीय प्रौद्योगिकी संस्थान कानपुर, 1959 में स्थापित, भारत सरकार के शिक्षा मंत्रालय के तहत एक प्रमुख स्वायत्त संस्थान है। आईआईटी कानपुर में पंद्रह हॉल ऑफ रेजिडेंस (छात्रावास) हैं और प्रत्येक हॉल में अपनी मेस (भोजनालय) है। आईआईटी कानपुर स्थित इन मेस सुविधाओं के लिए कच्चे खाद्य पदार्थों की आपूर्ति हेतु कोटेशन आमंत्रित किए जाते हैं।

प्रत्येक हॉल ऑफ रेजिडेंस की आवश्यकताओं के अनुसार, पाक्षिक (हर पखवाड़े) रूप से वितरित किए जाने वाले उच्च गुणवत्ता वाली सामग्री की आवश्यकता है, जैसा कि कार्यालय “अधिष्ठाता, विद्यार्थी कार्य” की वेबसाइट (लिंक: [iitk.ac.in/dosa](http://iitk.ac.in/dosa)) पर निर्दिष्ट है।

कोटेशन जमा करने की विस्तृत प्रक्रिया नीचे दी गई है:

- जमा करना (Submission):** प्रदान किए गए/संलग्न प्रारूप में कोटेशन को लेटरहेड पर प्रिंट किया जाना चाहिए और विक्रेता द्वारा हस्ताक्षरित होना चाहिए। इसे कोटेशन दस्तावेज में उल्लिखित समय के भीतर संबंधित हॉल में स्थित कोटेशन बॉक्स में एक सीलबंद लिफाफे में जमा किया जाना चाहिए।
- कोटेशन की वैधता: 01.06.2026 से 02.06.2026** तक।
- दर (Rate):** उद्धृत दरें/रियायती दर या छूट प्रतिशत में माल ढुलाई/परिवहन शुल्क शामिल होना चाहिए, और यदि लागू हो तो जीएसटी शुल्क का अलग से उल्लेख किया जाना चाहिए।
- गुणवत्ता (Quality):** सभी वस्तुएं ताजी होनी चाहिए, समाप्ति तिथि (एक्सपायरी डेट) के भीतर होनी चाहिए, और **FSSAI** मानकों को पूरा करती हों। आपूर्ति बिल्कुल वैसी ही होनी चाहिए जैसा कि संबंधित हॉल ऑफ रेजिडेंस द्वारा आपूर्ति आदेश (**Supply Order**) में निर्दिष्ट किया गया है। कोई भी वस्तु जो दोषपूर्ण पाई जाती है या विनिर्देश (**specification**) से अलग होती है, उसे स्वीकार नहीं किया जाएगा और उसे आपके/आपूर्तिकर्ता के जोखिम और लागत पर वापस कर दिया जाएगा।
- वितरण (Delivery):** हॉलों द्वारा कोई भी सामान तब तक स्वीकार नहीं किया जाएगा जब तक कि डिलीवरी चालान/इनवॉइस में पूर्ण आवश्यक सामग्री की जानकारी शामिल न हो।
- वैधता (Validity):** उद्धृत दरें कोटेशन की तारीख से केवल कम से कम एक पखवाड़े/महीने के लिए मान्य होनी चाहिए।

पंद्रह हॉल ऑफ रेजिडेंस (छात्रावासों) की आवश्यक कच्चे माल की सूचियाँ निम्नलिखित लिंक/क्यूआर में संलग्न हैं:

लिंक: <https://iitk.ac.in/dosa/tender-notice-mess-procurement-a>

अधिक स्पष्टीकरण के लिए, कृपया कॉल करें:

हॉल प्रबंधन कार्यालय फोन नंबर: **0512-679-7224** और **6865**





भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY, KANPUR  
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Office of Dean of Students' Affairs

**NOTICE FOR INVITING QUOTATION**  
**INQUIRY NO.: IITK/DOSA/HM/2025-26/003.Date: 01.06.2026**

**Subject:- Request for Quotation (RFQ) for Supply of Raw Food Materials.**

Indian Institute of Technology Kanpur, established in 1959, is a premier autonomous institution under the Ministry of Education, Government of India.

IIT Kanpur has Fifteen Halls of Residence with in-house messes in each hall.

Quotations are invited for the supply of **raw food materials** for these mess facilities located at IIT Kanpur. There is a requirement for high-quality ingredients to be delivered in accordance with the requirements of each Hall of Residence fortnightly, as specified on the Dean of Student Affairs website(Link: [iitk.ac.in/dosa](http://iitk.ac.in/dosa)).

Detailed procedure for submission of Quotation is given below-

1. **Submission:** The quotations in the provided/enclosed format should be printed on letterhead and signed by the vendor and submitted in a quotation box located at the respective hall in a sealed envelope within the time mentioned in the quotation document.
2. **Validity for submission of quotation:** From **01.06.2026 to 02.06.2026**.
3. **Rate:-** The quoted rates/discounted rate or discount percentage should be inclusive of Freight/Transport charges, and GST charges should be mentioned separately if applicable.
4. **Quality:** All items must be fresh, within expiry dates, and meet FSSAI Standards. The supply should be exactly as specified in the Supply Order by the respective Hall of Residence. Any item found defective or deviating from the specification will not be accepted and will be returned at your/supplier's risk and cost.
5. **Delivery:** No Goods will be accepted by the Halls unless the delivery challan/invoice includes the complete required material information.
6. **Validity:** The quoted rates should be valid from the date of quotation only for atleast a fortnight/month.

The required raw material lists from the Fifteen Hall of Residences are enclosed in the following link/QR:

<https://iitk.ac.in/dosa/tender-notice-mess-procurement-at-halls>

For further clarification, please call.  
Hall Management Office  
Phone Nos. **0512-679-7224 & 6865**.



**INDIAN INSTITUTE OF TECHNOLOGY, KANPUR**

**HALL OF RESIDENCE NO.-**

**11**

**MONTH, YEAR:**

**Jun-26**

**Vendor name:**

**Vendor Contact No.:**

**Grains**

S. No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
1	ARHAR DAL	BAHUBALI	Kg	90	
2	CHANA DAAL	1st	KG	300	
3	DAL LOBIYA	1st	kg	60	
4	CHANA DESHI	1st	Kg	120	
5	CHANA KABULI	1st	Kg	30	
6	DAL URAD WHITE	1st	KG	90	
7	Dal MASOOR MALKA	1st	Kg.	90	
8	Dal MONG WHOLE	1st	Kg	90	
9	MASOOR WHOLE BLACK	1st	Kg	60	
10	DAL MOONG CHILKA GREEN	1st	Kg	30	
11	DAL MOONG DHULI	1st	Kg	90	
12	DAL URAD CHILKA GREEN	1ST	Kg	10	
13	DAL URAD CHILKA BLACK	1st	Kg	30	
14	DAL URAD WHOLE BLACK	1st	Kg	10	
15	MATAR WHOLE (White)	Grade I	Kg	30	
16	RAJMA (i)	CHITRA	Kg	30	

<b>S. No.</b>	<b>Item</b>	<b>BRAND</b>	<b>UNIT</b>	<b>Quantity Required</b>	<b>Unit Rate</b>
17	RICE DOSA	1st	Kg	200	
18	RICE IDLI	KALASH	Kg	26	
19	RICE POHA	BAWARCHI	Kg	90	
20	RICE POHA	FORTUNE	Kg	90	
21	RICE POHA	1st	Kg	30	
22	RICE PULAO (1st)	Hari Patti	Kg	60	
23	RICE PULAO (1st)	(ROZANA)	Kg	420	
24	RICE -RAMBHOG	RATAN MOGRA	Kg	1200	

**INDIAN INSTITUTE OF TECHNOLOGY, KANPUR**

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**MONTH, YEAR:**

**Jun-26**

**Vendor name:**

**Vendor Contact No.:**

**Grocery**

S.No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
1	AAM PNA MASALA		KG	1	
2	ARAROAT	LOOSE	KG	50	
3	ATTA	JUNEUR	Kg	1400	
4	BADAM	LOOSE	KG	2	
5	BAKING POWDER	Rex	KG	3	
6	BOURNVITA	CADBURY 1 KG/PCK	PKT	25	
7	CAUSTIC SODA				
8	CHENNA WATER				
9	CHERRY FOR SHAKE RED/ GREEN				
10	CHILLI SAUCE GREEN	CHAT/ DADDY CHOICE	BOT.	24	
11	CHILLI SAUCE RED	CHAT/ DADDY CHOICE	BOT.	24	
12	CHIRAUNJI	LOOSE	KG	1.000	
13	CHOCOS	Mohun's	GATTA	2	
14	CHOUMEIN		GATTA	20	
15	COFFEE POWDER	Bru	PKT	1052	
16	CORNFLAKES	Mohun'S	GATTA	2	

S.No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
17	CUSTARD POWDER	LOOSE	KG	10	
18	CUSTURD POWDER				
19	DALIA	Non Brand	KG	30	
20	DISPOSAL GLASS		PCS.	1500	
21	GOOR/ Jaggary		KG	30	
22	HAKKA NOODLES MASALA	CHING CHINISE	PKT	12	
23	HAKKA NOODLESS		GATTA	1	
24	HAND WASH	LIFEBUOY	LTR	20	
25	HAZAARA WATER		BOT.	10	
26	HORLICKS	CLASSIC MALT	KG	12	
27	HYDRO				
28	JAM -MIX FRUITS (1 Kg)	KISSAN	KG	24	
29	KAJU (2 Pcs.)	LOOSE	KG	30	
30	KAJU (4 Pcs.)	LOOSE	Kg.	30	
31	KALA NAMAK POWDER	SHANKH	KG	25	
32	KESAR		BOX	5	
33	KEWRA JAL (1 LTR)	LTR	BOTT.	1	
34	KHAS KHAS	LOOSE	KG	5	
35	KISMIS	LOOSE	KG	15	
36	LIQUID SOAP	Non Brand	LTR	100	
37	MAGAJTARI/ MUSK MELON SEEDS	LOOSE	KG	10	

S.No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
38	MAIDA	JUNEUR	KG	200	
39	MAKHANA	LOOSE	KG	2	
40	MAKKA ATTA	1ST	KG	30	
41	MARKEEN		MTR	15	
42	MATCH BOX	CHAMELI	PKT	600	
43	MEETHA SODA		KG	2	
44	MISHRI	LOOSE	KG	20	
45	MOONG BADI		KG	2	
46	MOONISH CREAM		GATTA	5	
47	NARIYAL POWDER	MANGAL	KG	10	
48	PAPAD	KUSHAL	KG	40	
49	PAPER GLASS 200 ML				
50	PASTA		KG	150	
51	PEANUT BUTTER CRUNCHY	SUNDROP	PCS.	60	
52	PICKLE (GREEN CHILLI)	NILONS/ SONA	KG	9	
53	PICKLE (MIX)	NILONS/ SONA	KG	20	
54	PISTA	LOOSE	KG	2	
55	PLASTIC PACKING PLATES		PCS.	200	
56	REETHA				
57	ROASTED CHANA WITHOUT CHILKA	1st	Kg	40	
58	ROOH AFZA BOTTLE	--	BOTTLE	20	

S.No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
59	RUBBER BAND		KG	2	
60	SABUDANA (MAHEEN)	1st	KG	5	
61	SABUDANA (MOTA)	1st	KG	5	
62	SATTU		kg	20	
63	SEWAI	BOMBINO	PKT	12	
64	SILVER BAG		KG	5	
65	SILVER FOIL ROLL		BOX	5	
66	SING DANA	1st	Kg	200	
67	SOYA BEAN BARI		KG	40	
68	SOYA SAUCE		BOT.	3	
69	SOYA SAUCE	KISSAN	GATTA	7	
70	SUGAR	DSCL/ Dalmia/ SHRIRAM	KG	400	
71	SUZI	1st	KG	50	
72	TATA SALT	Tata I Shakti	KG	200	
73	TEA LEAF 2KG PACKET	TAAZA	KG	24	
74	VINEGAR	NON BRAND	BOTT	24	
75	WASHING POWDER	NIRMA	KG	200	
76	WHITE CREAM FOR PASTA		GATTA	1	
77	WHITE TILL	LOOSE	KG	0.5	
78	WOODEN SPOON		PKT	5	

**INDIAN INSTITUTE OF TECHNOLOGY, KANPUR**

**HALL OF RESIDENCE NO.-**

**11**

**MONTH, YEAR:**

**Jun-26**

**Vendor name:**

**Vendor Contact No.:**

**Spices**

SI No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
1	AJWAIN	Loose	KG	2	
2	AMCHUR POWDER	GOLDI	KG	2	
3	AMCHUR POWDER	LOOSE	KG	3	
4	BADI ILAICHI	LOOSE	KG	2	
5	BANARSI RAI	Loose	KG	2	
6	BIRYANI MASALA	EVEREST	KG	2	
7	CHANA MASALA / CHOLA MASALA	EVEREST	KG	1	
8	CHAT MASALA	EVEREST	KG	5	
9	CHICKEN MASALA	EVEREST	KG	3	
10	CHOTI ILAICHI	Non Brand	KG	1	
11	DALCHINI	LOOSE	KG	3	
12	DEGI MIRCH POWDER	MDH	KG	7	
13	DESI RAI MOTI	LOOSE	KG	4	
14	DHANIA WHOLE	LOOSE	KG	15	
15	GARAM MASALA	EVEREST	KG	5	
16	HALDI WHOLE	LOOSE	KG	10	
17	HEEING POWDER	ASHOK	KG	7	

SI No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
18	HYDERABADI BIRYANI MASALA	EVEREST	KG	2	
19	JAIPHAL	LOOSE	KG	2	
20	JALJEERA MASALA	EVEREST	KG	3	
21	JAVITRI	LOOSE	KG	1	
22	JEERA WHOLE	LOOSE	KG	15	
23	KALIMIRCH WHOLE	LOOSE	KG	3	
24	KASTURI METHI	GOLDI	KG	6	
25	KHARBOOJA SEEDS	LOOSE	KG	0.5	
26	KITCHEN KING MASALA	EVEREST	KG	3	
27	LAUNG	LOOSE	KG	2	
28	MEAT MASALA	EVEREST	KG	1	
29	MEETHI SEEDS / DANA	LOOSE	KG	5	
30	MIRCHA WHOLE WITH DANDI	LOOSE	KG	15	
31	MIRCHA WHOLE WITHOUT DANDI	LOOSE	KG	15	
32	PANEER MASALA	EVEREST	KG	2	
33	PANIPORI MASALA	EVEREST	KG	5	
34	PAV BHAJI MASALA	EVEREST	KG	1	
35	PELLI RAI SARSO	LOOSE	KG	4	
36	RAJMA MASALA	EVEREST	KG	1	
37	SABJI MASALA	EVEREST	KG	1	
38	SAMBHAR MASALA	EVEREST	KG	3	
39	SAUF MAHEEN	LOOSE	KG	20	

<b>Sl No.</b>	<b>Item</b>	<b>BRAND</b>	<b>UNIT</b>	<b>Quantity Required</b>	<b>Unit Rate</b>
40	SAUF MOTI	LOOSE	KG	3	
41	SHAH JEERA	LOOSE	KG	2	
42	STAR PHOOL	LOOSE	KG	2	
43	TEJ PATTA	LOOSE	KG	1	

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**MONTH, YEAR:**

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**Vendor name:**

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**Dairy & Confectionery**

S. No.	Particulars	Unit	Brand	Quantity Required	Unit Rate
1	AMUL BUTTER (500GM PACK)	KG	AMUL	90	
2	AMUL BUTTER(20GM)	KG	AMUL	32	
3	AMUL CURD (200 GRAM PACK)	PKT	AMUL	60	
4	AMUL GOLD MILK (6Ltr Pack)	PKT	AMUL	60	
5	AMUL MILK TAZA (6 LTR PACK)	PKT.	AMUL	360	
6	GHEE	PKT.	NAMASTE INDIA	24	
7	GHEE	LTR	AMUL	24	
8	LOOSE MILK	LTR	LOOSE	2900	
9	KHOYA / MAWA	KG	LOOSE	100	
10	PANEER	KG	LOOSE	700	
11	ICE CREAM (TOOTI FRUITI)	GALLON	AMUL	70	
12	ICE CREAM (CHOCOLATE)	GALLON	AMUL	70	
13	ICE CREAM (ALPHONSO MANGO)	GALLON	AMUL	71	
14	ICE CREAM (STRAWBERRY)	GALLON	AMUL	72	
15	ICE CREAM (VANILLA)	GALLON	AMUL	73	
16	ICE CREAM ( AFGHAN DRY FRUIT)	GALLON	AMUL	74	
17	ICE CREAM (BUTTER SCTOCH)	GALLON	AMUL	70	
18	BLUE LAGOON	BOT.		8	
19	VIRJIN MOJITO	BOT.		8	
20	BLACK CURRENT	BOT.		8	

<b>S. No.</b>	<b>Particulars</b>	<b>Unit</b>	<b>Brand</b>	<b>Quantity Required</b>	<b>Unit Rate</b>
21	GREEN MINT	BOT.		8	
22	CHILLI GUAVAVA	BOT.		8	
23	GREEN APPLE	BOT.		8	
24	BLUE BERRY	BOT.		8	
25	SODA WATER (750 ML)	BOT.	LAHER	50	
26	MASALA SODA	BOT.		96	
27	LEMON FLAVOUR				
28	COLD DRINKS 2 LTR	BOT.	PEPSI/SPRITE/ MIRINDA	40	
29	AMUL FRESH CREAM	LTR.	AMUL	24	

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<b>Jun-26</b>

**Bakery**

S. No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
1	BREAD WHOLE WHEAT 450 G	BRITANIA	PKT	500	
2	BROWN (BRITANNIA)-350 Gm	BRITANIA	PKT	700	
3	BURGER BREAD		PKT	160	
4	PAV (9 PCS PACK)		PKT	360	
5	KULCHA		PKT	50	
6	WHITE BREAD 450 GM	BRITANIA	PKT	50	

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**Oils**

S.No.	Item	BRAND	UNIT	Quantity Required	Unit Rate
1	DALDA	VANASPATI	LTR	10	
2	MUSTARD OIL	FORTUNE	TIN	30	
3	REFINED OIL 13 KG TIN	FORTUNE	TIN	80	

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**MONTH, YEAR:**

**Vendor name:**

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<b>Jun-26</b>

**Non Veg**

<b>S. No.</b>	<b>Particulars</b>	<b>Unit</b>	<b>Unit</b>	<b>Quantity Required</b>	<b>Unit Rate</b>
1	BONELESS CHICKEN		KG	300	
2	CHICKEN		KG	500	
3	EGG		PIECE	21000	
4	FISH BONELESS		KG	80	
5	FISH POMPHRET		KG	5	
6	FISH BHETKI		KG	5	
7	FISH KATLA		KG	70	
8	FISH HILSA		KG	5	
9	FISH BATA		KG	5	
10	FISH PABDA		KG	5	
11	FISH ROHU		KG	50	
12	MUTTON		KG	50	

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**Fuel**

S. No.	Particulars	BRAND	UNIT	Quantity Required	Unit Rate
1	FIREWOOD		KG	1000	
2	WOODCOAL		KG	500	
3	KANDA		KG	100	

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**MONTH, YEAR:**

**Jun-26**

**Vendor name:**

**Vendor Contact No.:**

**Fruits & Vegetables**

S. No.	Particulars	Rate/Unit	Quantity Required	Unit Rate
1	ADRAK	KG	150	
2	ANAAR	KG	15	
3	APPLE	KG	50	
4	ARBI	KG	150	
5	BAIGAN GOL	KG	300	
6	BAIGAN SABJI	KG	200	
7	BEANS	KG	500	
8	BHINDI	KG	500	
9	BRINJAL (BAIGAN) GOLDI	KG	10	
10	CABBAGE/ BANDHA	KG	500	
11	CAULIFLOWER GOBHI	KG	300	
12	CHUKANDAR/ BEETROOT	KG	200	
13	DESI KHEERA	KG	1200	
14	DRUMSTICKS ( MORINGA)	KG	10	
15	DUSSHERI AAM	KG	1200	
16	FROZEN MATAR	KG	250	
17	GAJAR/ CARROT	KG	1000	
18	GARLIC/LEHSUN	KG	150	

S. No.	Particulars	Rate/Unit	Quantity Required	Unit Rate
19	GRAPES GREEN	KG	20	
20	GREEN BANANA	KG	80	
21	GREEN CHILLI	KG	200	
22	GREEN DHANIYA	KG	140	
23	IMLI	KG	35	
24	KAACHA AAM	KG	50	
25	KAKDI	KG	250	
26	KARELA	KG	400	
27	KATHAL	KG	300	
28	KELA/ BANANA	DZN.	750	
29	KHAJLOOR	KG	10	
30	KHEERA 1ST QUALITY THIN	KG	1500	
31	KHEERA 2ND QUALITY THIN	KG	1400	
32	KINNU	KG	800	
33	KUNDRU	KG	200	
34	KUNDRU	KG	100	
35	LAUKI	KG	800	
36	LEECHI	KG	500	
37	LEMON / NIMBU	KG	220	
38	LOBIYA	KG	500	
39	MOOLI (WITHOUT LEAVE)	KG	150	
40	MOOSAMBI	KG	100	
41	MUSHROOM	KG	250	
42	MUSKMELON / KHARBOOJA	KG	1000	
43	NARIYAL WHOLE	KG	200	
44	ONION / PYAJ	KG	2400	
45	ORANGAE ( NARANGI )	KG	200	

S. No.	Particulars	Rate/Unit	Quantity Required	Unit Rate
46	PALAK (SPINACH)	KG	50	
47	PALAK KHATTI	KG	30	
48	PAPAYA / PAPITA	KG	1800	
49	PAPITA KACHCHA	KG	80	
50	PARWAL	KG	300	
51	PHOOL GOBHI (WITHOUT LEAVES)	KG	1200	
52	PINEAPPLE	KG	50	
53	POTATO 3727	KG	1500	
54	POTATO CHIPSONA	KG	3000	
55	POTATO PAHADI	KG	500	
56	PUDINA	KG	20	
57	PUMPKIN / KADDU	KG	500	
58	SHIMLA MIRCH GREEN	KG	200	
59	SHIMLA RED	KG	5	
60	SHIMLA YELLOW	KG	5	
61	SOYA METHI	KG	1	
62	SWEET CORN	KG	60	
63	TAROI	KG	500	
64	TOMATO DESI	KG	1500	
65	TOTAPARI AAM / badami	KG	50	
66	WATERMELON BLACK	KG	1000	
67	WATERMELON GREEN	KG	1500	
68	WATERMELON SARASWATI	KG	2000	

**INDIAN INSTITUTE OF TECHNOLOGY, KANPUR**

**HALL OF RESIDENCE NO.-**

**11**

**MONTH, YEAR:**

**Jun-26**

**Vendor name:**

**Vendor Contact No.:**

**Stationery & disposals**

S. No.	Particulars	Unit	Brand	Quantity Required	Unit Rate
1	COBRA FILE	Pcs.	GOOD QUALITY	5	
2	PAPER TAPE	Pcs.		10	
3	COMMON REGISTER (172 PAGE)	Pcs.		10	
4	COMMON REGISTER (220 PAGE)	Pcs.		10	
5	Eraser	Nos		5	
6	EXTRA MESS LEDGER	Pcs		10	
7	EXTRA MESSING REGISTER LAGER(300 PAGE)	Pcs.		10	
8	HAND GLOVES	PKT	Non-brand	10	
9	HIGH LIGHTER	Pcs.		2	
10	INK PAD BIG	Pcs.		2	
11	PAPAR CLIP	Pcs.		5	
12	PAPER RIM (A4 75GSM)	Pcs.		2	
13	PILOT PEN V7 BLUE , GREEN, RED	Nos		5	
14	PILOT PEN V5 BLUE, GREEN, RED	Nos		5	
15	PERMANENT MARKER	Nos		1	
16	PO Roll	BOX		1	
17	PUNCHING MACHING	Pcs.		1	
18	RUBBER BAND	Kg.		0.5	
19	SCISSOR	Pcs.		2	
20	SPRING CAPS	Pkt	Non-brand	10	
21	STEPLER PIN BIG	Pcs.		1	
22	STEPLER PIN SMALL	Pcs.		1	
23	STEPLER SMALL	Pcs.		1	
24	TRANSPERANT FILE FOLDER	Pcs.		1	
25	WHITE BOARD MARKER	Nos		1	