

GOVT. OF INDIA STATIONERY OFFICE

3- CHURCH LANE : KOLKATA – 700 001.

NO. : G -14011 /16/ 2020-2021/AC(B&G)/ Rt. List 20-21(W.Z)/ 15-19

Dt :15 /04/2020

WESTERN ZONE

**SUB : RATE LIST FOR THE YEAR 2020-2021 IN RESPECT
OF R.S.D. MUMBAI (WESTERN ZONE)**

Sir,

The Rate List for the year **2020-2021** i.r.o. RSD MUMBAI (WESTERN ZONE) is forwarded herewith, This Rate List will be valid till next publishing of Annual Rate List in the month of April, 2021.

The rate of other Stationery Items (if any, which is not procured in the Financial Year of 2019-20, but physical existence at Store) should be issued as per the previous Rate List of the Year 2019-20.

Encl : As above.

Yours faithfully,

(A. DATTA)
(A. DATTA)

FINANCIAL OFFICER

To ,

1. The Asstt. Controller of Sty.(Admn.),
Govt of India Stationery Office, 3- Church lane , Kolkata- 700 001.
2. The Asstt. Controller of Sty.(Supply.),
Govt of India Stationery Office, 3- Church lane , Kolkata- 700 001.
3. The Asstt. Controller of Sty.(Purchase.),
Govt of India Stationery Office, 3- Church lane , Kolkata- 700 001.
4. The Asstt. Controller of Sty.(Inspection.),
Govt of India Stationery Office, 3- Church lane , Kolkata- 700 001.
5. The Asstt. Controller of Sty . R.S.D. MUMBAI,
New Marine Lines, New C.G.O. Bldg., 1st Floor., Mumbai – 400 021.

Copy To :

Supply Br. : C. Stock : C.R. : C&P : Whole Sale : M.S. :

Book Sec. : Store Verification & Ledger : Voucher Writing : Store Despatch

GOVERNMENT OF INDIA STATIONERY OFFICE

3, CHURCH LANE, KOLKATA-700 001.

ANNUAL RATE LIST FOR THE YEAR 2020 – 2021,

(WESTERN ZONE)

No. G-14011/16/2020-2021/AC(B&G)/ Rt. List 20-21(W.Z.)/15-19

Dt : 15/04/2020

The Articles will be supplied to the Indentors only after the clearance of the old (Previous) Stock (FIFO) basis.

Sl. No.	VOCAB : S.O. CODE NO :	DESCRIPTION OF ARTICLES	Stock of prior 2019-20 (OLD)	Stock of 2019-20 (NEW)	UNIT
1	B - 011TC	Paper Carbon Black : One Sided coated :21.0x29.7 cms. The T.W. Carbon Paper shall be Black, One side coated. Size: 21.0 x 29.7 Cms. Quality of the carbon paper shall conform to IS:1551-1977 (reaffirmed 2012) as amended up to date.	220/-	---	Per Ream
2	B - 015	Blank Book - 6 Qrs, 21x30.5 Cm Each book shall contain 300 sheets (excluding 2 fly leaves) Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	204/-	---	Per Each
3	B - 016	Blank Book - 5 Qrs ,21x30.5 Cm Each book shall contain 250 sheets (excluding 2 fly leaves) Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	161/-	---	Per Each
4	B - 017	Blank Book - 4 Qrs, 21.0 x 30.5 Cms. Each book shall contain 200 sheets Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	129/-	---	Per Each
5	B - 018	Blank Book 3 Qrs. Size 21.0 x 30.5 cms. Each book shall contain 150 sheets .Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	103/-	---	Per Each
6	B - 019	Blank Book 2 Qrs. Size 21.0 x 30.5 cms. Each book shall contain 100 sheets. Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	67/-	---	Per Each

7	B - 020	Blank Book 1 Qr. Size 21.0 x 30.5 cms. Each book shall contain 50 sheets (excluding 2 fly leaves) Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant GISO specification.	37/-	---	Per Each
8	B - 023	Ruled Book 4 Qrs. Size 21.0 x 30.5 cms. Each book shall contain 200 sheets with blue coloured ruling. Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	130/-	---	Per Each
9	B - 024	Ruled Book 3 Qrs. Size 21.0 x 30.5 cms. Each book shall contain 150 sheets with blue coloured ruling. Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	97/-	---	Per Each
10	B - 025	Ruled Book - 2 Qrs. Size: 21.0 x 30.5 Cms. Each book shall contain 100 sheets with blue coloured ruling. Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant BIS/ GISO specification.	66 /-	---	Per Each
11	B 026	Ruled Book 1 Qr. Size 21.0 x 30.5 cms. Each book shall contain 50 sheets(excluding 2 fly leaves) with blue coloured ruling. Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover shall be as per the design of GISO. Other parameters incorporated in the relevant GISO specification.	36/-	---	Per Each
12	B 028	Note Sheet Block Azurelaid. 65 GSM, Size- 33.5 x 21.0 Cms. Each block shall contain 100 sheets with blue margin and shall have one good quality backing sheet. The quality of paper used in the text shall conform to IS:1848-1991 as amended upto date .Each page of Note Sheet Block shall contain specific mark. Other parameters incorporated in the relevant BIS/ GISO specification.	98/-	---	Per Each
13	B 030(i)	Envelope SE 5, Banker Shape of Size (105mm. x 230 mm.) 70 GSM. Banker Shape, Plain, Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	38 /-	---	Per 50 Nos
14	B 030(v)	Envelope SE 5, Pocket Shape of Size (105mm. x 230 mm.) 70 GSM. Pocket shape, plain .Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	38 /-	---	Per 50 Nos

15	B030W(v)	Envelope SE 5 , Window Type of Size (105mm. x 230 mm.) 70 GSM. Pocket shape, plain ,Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	40 /-	---	Per 50 Nos
16	B 031(i)	Envelope SE 6 , Plain of Size (162mm. x 229 mm.) 90 GSM. Banker Shape, plain ,Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	59 /-	---	Per 50 Nos
17	B – 033(i)	Envelope SE-7 , Pocket Shape (Plain type) –229 x324 mm ,GSM of Paper: 120, Size:229 x 324 mm. Pocket shape, plain ,Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	150 /-	---	Per 50 Nos
18	B 033A(i)	Envelope SE 7A ,Pocket Shape Cloth Lined (229mm. x 324 mm.) 120 GSM. Banker Shape, plain ,Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	378 /-	---	Per 50 Nos
19	B 034	Envelope SE 8 , Plain of Size (324mm. x 458 mm.) 140 GSM. Pocket shape, plain, Size: 324 x 458 mm. Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date.	312 /-	---	Per 50 Nos
20	B 034(A)	Envelope SE 8A , Cloth Lined of Size (458mm. x 324 mm.) 140 GSM. Made from one sheet of paper white in colour and the quality of the paper conform to IS:13892-1999 as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	620 /-	---	Per 50 Nos
21	B 036	Exercise Book plain , of Size 21.5 cms. x 15.0 cms. Size of the Exercise Book shall be 21.5 x15.0 cms comprising of 32 sheets.Quality of paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. The front cover of the Exercise Book shall be Blue & as per the design of GISO.	12 /-	---	Per Each
22	B 037	Exercise Book Wide Ruled , of Size 21.5 cms. x 15.0 cms. Size of the Exercise Book shall be 21.5 x15.0 cms comprising of 32 sheets.Quality paper used in the text shall be printing maplitho conforming to IS:1848-2007 (reaffirmed 2012) as amended up to date. Each page shall contain 22 blue rulings.The front cover of the Exercise Book shall be Blue & as per the design of GISO.	12 /-	---	Per Each
23	B 038	Short Hand Note Book , size 21.5 cms. x 15.0 cms. The Short hand note book shall be of size 21.5x15 cms. and shall contain 100 sheets .Quality paper used in the text shall conform to IS:1848-2007 (reaffirmed 2012) as amended up to date. Each page shall contain 15 red rulings. Other parameters incorporated in the relevant BIS/ GISO specification.	35/-	---	Per Each

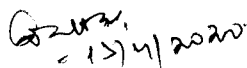
24	B - 039	File Board . Size- 35.5 Cms long x 23 Cms. wide. Rectangular in shape and made of good quality straw board and quality of straw board shall conform to Gr.-A of IS:2617-1967. Other parameters incorporated in the relevant BIS/ GISO specification.	19 /-	---	Per Each
25	B - 040	File Band With Binding Cloth. Rectangular in shape, 10 cms. wide & 60 cms. long and consists of one layer of paper brown Kraft & one layer of Book Binding Cloth strongly pasted alongwith one Cotton Tape. Other parameters incorporated in the relevant BIS/ GISO specification.	8 /-	---	Per Each
26	B - 042	Scribing Pad . Size: 22.0 x13.5 Cms. Each pad shall contain 50 pages. Quality of paper shall be Printing Maplitho conforming to IS: 1848-2007 (Reaffirmed 2012) as amended up to date. The front covers as per the approved design of this office. Other parameters incorporated in the relevant BIS/ GISO specification.	16 /-	---	Per Each
27	B - 043	Self Stick Pad : Shall Contain 3 Strips each of 100 sheets Shall be of Assorted Colours (preferably fluorescent, light orange, light pink and light strawberry colour) Quality of paper shall conform to BIS specification IS:1748-1991 as amended up to date. Other parameters incorporated in the relevant GISO specification.	38 /-	---	Per Packet
28	C - 001	Computer Sty. 22.9 x 30.5 cms. 80 GSM , 1 Ply Blank. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	500 /-	---	Per 1,000 Shts.
29	C - 002	Computer Sty. 22.9 x 30.5 cms. 80 GSM , 1 Ply EZR. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	500 /-	---	Per 1,000 Shts.
30	C - 003	Computer Sty. 22.9 x 30.5 cms. 70 GSM , 2 Ply Blank. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	1,187 /-	---	Per 1,000 Shts.
31	C - 004	Computer Sty. 22.9 x 30.5 cms. 70 GSM , 2 Ply EZR. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	1,187 /-	---	Per 1,000 Shts.
32	C - 009	Computer Sty. 25.5 x 30.5 cms. 80 GSM , 1 Ply Blank. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	505 /-	---	Per 1,000 Shts.
33	C - 010	Computer Sty. 25.5 x 30.5 cms. 80 GSM , 1 Ply EZR. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date .	505 /-	---	Per 1,000 Shts.
34	C - 011	Computer Sty. 25.5 x 30.5 cms. 70 GSM , 2 Ply Blank. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date .	1,211 /-	---	Per 1,000 Shts.

35	C - 012	Computer Sty. 25.5 x 30.5 cms. 70 GSM . 2 Ply EZR. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	1,211 /-	---	Per 1,000 Shts.
36	C - 019	Computer Paper, 30.5 x 30.5 Cms. 70 GSM, 2 Ply. Blank. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	1,254/-	---	Per 1000 Sheets
37	C - 020	Computer Paper, (30.5 x 30.5) 2 Ply. EZR. Quality of Paper shall conform to IS:12766-1997(Reaffirmed 2002) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	1,254/-	---	Per 1000 Sheets
38	C - 033	Plain Copier Paper. Size-21.0 x 29.7 Cms., Ream Weight: 2.34 Kg. 75 GSM. with ISI mark. Quality of Paper shall conform to IS:14490-1997(Reaffirmed 2005) as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	215/-	---	Per Ream
39	C - 033(i)	Plain Copier Paper. Size-21.0 x 29.7 Cms., Ream Weight: 2.5 Kg. 80 GSM. with ISI mark. Quality of Paper shall conform to IS:14490-1997(Reaffirmed 2005) as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	229/-	---	Per Ream
40	C - 034	Xerox-Photo Copier . Size- 42.0 x 29.7 Cms., Ream Weight: 4.7 Kg. .75 GSM. with ISI mark. Quality of Paper shall conform to IS:14490 1997(Reaffirmed 2005) as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	379/-	---	Per Ream
41	C - 035	Xerox-Photo Copier. Size- 21.5 x 34.5 Cms., Ream Weight: 2..8 Kg.. 75 GSM with ISI mark. Quality of Paper shall conform to IS:14490-1997(Reaffirmed 2005) as amended up to date Other parameters incorporated in the relevant BIS/ GISO specification.	261/-	---	Per Ream
42	C- 041(ii)	Pen Drive – having capacity of 8 GB, With flashing LED indicator when in use,. Erase Cycle 10,00,000 times min. Security function : Password Protection. Boot Up function: Makes jet flash A bootable using USB-ZIP/HDD, Other parameters incorporated in the relevant GISO specification.	420/-	---	Per Each
43	C - 041(iii)	Pen Drive . 16 GB. With flashing LED indicator when in use, Erase Cycle: 10,00,000 times min. Security function : Password Protection. Boot Up function: Makes jet flash A bootable using USB-ZIP/HDD, Other parameters incorporated in the relevant GISO specification.	519/-	---	Per Each
44	D - 001	Pencil Black Lead , Ordinary Soft. Casing shall be soft, cellular, straight grained well seasoned wood. Slip shall be well compressed of homogeneous composition& uniform Grading. Length of the Pencil shall be 17.5 cms.	5/-	---	Per Each
45	D - 003	Ball Point Pen, For Non-Gazetted Officer.	3/-	---	Per Each

46	D -009(A)	<u>Self Inked Pad for Rubber Stamp.</u>	48 /-	--	Per Each
47	D - 011	<u>Pins in packets .</u> 100 gms. of pins plated shall be packed in polythene pkt. Quality of Pins shall conform to IS:5653-1970 . Other parameters incorporated in the relevant BIS/ GISO specification.	60 /-	---	Per Packet
48	D - 012	<u>Scissors</u> ,20 cm Long with plastic Handle.	129 /-	---	Per Each
49	D - 013	<u>Gum Liquid.</u> 150 ml.	35/-	---	Per Each Tube
50	D - 014	<u>Sealing Wax Supr. Red 20 Sticks (Wt. 500gms.)</u> Quality of Sealing wax Shall conform to Grade-I, Type -I IS:868-1990 as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	524 /-	---	Per Kg
51	D - 015	<u>Sealing Wax Black.</u> (Pitch Base) Quality of Sealing wax Shall conform to Grade-I, Type -I IS:868-1990 as amended up to date. Other parameters incorporated in the relevant BIS/ GISO specification.	68/-	---	Per Kg
52	D - 017	<u>Waste Paper Basket.</u> (Plastic) Shall be of light blue colour, round basket shaped & made of Good quality, strong, shiny durable plastic material. Height: 30 cms. \pm 5 mm. Other parameters incorporated in the relevant GISO specification.	92/-	---	Per Each
53	D - 021	<u>Glue Stick (Synthetic) – 15 Gms.</u> Milky white stick of uniform consistency and encased in a white plastic container with a cap. Weight of the glue stick material:15 gms (min) excluding the container. Retention property :2 Years (min). Other parameters incorporated in the relevant GISO specification.	23 /-	---	Per Each Stick.
54	D-022(i)	<u>Correcting Pen Roller Tip 5 mm.</u> Shall be of white colour squeezable plastic to impart pressure for easy flow of correction fluid through the nozzle with transparent cap fitted with clip. Other parameters incorporated in the relevant BIS/ GISO specification.	19/-	---	Per Each
55	D – 024	<u>Stapler machine No. – 10.</u> Shall be made of stainless steel of and. shall conform to Type -II – Plier Type of IS: 5349-1969 as amended up to date. Overall length : 9.5 cms \pm 3 mm . Other parameters incorporated in the relevant BIS/ GISO specification.	30 /-	---	Per Each
56	D – 025	<u>Stapler machine No. – 24.</u> Shall be made of stainless and shall conform to Type -II – Plier Type of IS:5349-1969 as amended up to date. Overall length: 11.5 cms. \pm 3 mm .The upper & lower stainless steel parts shall be covered with good quality plastic body. Other parameters incorporated in the relevant BIS/ GISO specification.	83 /-	---	Per Each
57	D-026(i)	<u>Staple Pins to be used on Machine No. - 10.</u> Shape & dimension shall be such as to fit in Stapler Machine No. 10. & the quality shall conform to IS:5348-1981 as amended up to date. No. of pins in a stack :50. Other parameters incorporated in the relevant BIS/ GISO specification.	6/-	---	Per Packet

58	D-026(ii)	Staple Pins to be used on Machine No. - 24. Shape & dimension shall be such as to fit in Stapler Machine No. 24. & the quality shall conform to IS:5348-1981 as amended up to date. No. of pins in a stack : 50,	12/-	---	Per Packet
59	D - 027	Paper Clip Gem Pattern. (Plastic coated). Shall be made from GI wire covered with a plastic jacket..	20/-	---	Per Packet
60	D - 030	Plastic Folder. 35.5 x 25.5 Cms. Shall contain two parts. Front Part : Transparent & Back cover : Opaque (Navy blue or maroon).	18/-	---	Per Each
61	D - 031	File Cover made of Pulp Board . Rectangular in shape and made from one sheet of polythene laminated pulp board. Each file cover shall have 2 vertical flaps inside and 2 horizontal flaps outside. On the middle portion of file cover one compressed grey board shall be pasted. The front cover as per the approved design of this office. Other parameters incorporated in the relevant GISO specification.	35 /-	---	Per Each
62	D- 031(A)	File Cover. Size : 35.5 x 25.5 Cms. Shall be made from single piece of Paper board. The printing on the front side of the file cover as per design supplied by GISO.	10 /-	---	Per Each
63	D - 033	Pin Box , Fitted with Magnet.	28/-	---	Per Each
64	D - 034	Highlighter pen in Assorted colours Green / Orange / Pink / Fluorescent Yellow. Rectangular in shape having overall length 11.3 cms. \pm 2 mm. filled with non-toxic, fluorescent, liquid ink..	19 /-	---	Per Each
65	D - 035	Gel Pen in Blue/ Black. The pen shall be two parts with a metal pocket clip. Colour of the Cap shall be silver grey. Lower part shall be transparent. Colour of the refill is blue & black .	44/-	---	Per Each
66	D - 037(i)	Docket Punching Machine. Single.	78/-	---	Per Each
67	D - 042(i)	White Board Marker Pen.	25/-	---	Per Each
68	D - 042(ii)	C.D. Marker Pen.	11/-	---	Per Each
69	D - 045	Eraser.	24/-	---	Per 10 Nos
70	D - 046	Scale Plastic. 12 inch.	18/-	---	Per Each
71	N.V.	Cloth Hessian 102 Cms. Wide 305 GSM,	61,790/-	---	Per Bell

N.B. The above Issue Rates may be modified as and when found necessary.


 (A. DATTA)
 FINANCIAL OFFICER