

**Govt. Gen. Degree College, Dantan-II**  
**Printing Materials 2019-20**

<b>Sl. No.</b>	<b>Name of the Items</b>	<b>Specification</b>	<b>Unit.</b>	<b>Pages</b>
1	Accession Register	For Library	Per Book	200 Page
2	Author Index		Per Book	200 Page
3	Allotment Register		Per Book	200 Page
4	Anti Ragging Form		Per 100 Pgs	
5	Acquaintance Register		Per Book	200 Page
6	Abstract Register		Per Book	200 Page
7	Admission Register		Per Book	200 Page
8	Catalogue register		Per Book	200 Page
9	Clearance Certificate		Per 100 pgs	
10	Character Certificate		Per 100 pgs	
11	Cash Book		Per Book	200 Page
12	Contingent Register		Per Book	200 Page
13	Dues clearance pad		Per 100 pgs	
14	Document of Admission Register & Result		Per Book	200 Page
15	Demand Register		Per Book	200 Page
16	Daily collection register		Per Book	200 Page
17	Dept. book register	Kibrary	Per Book	200 Page
18	Library card		Per 100	
19	Library card issue register		Per Book	200 Page
20	Library address register		Per Book	200 Page
21	Library book binding		Per Book	
22	Library day issue card		Per 100	
23	Non-Teaching-staff book issue register		Per Book	200 Page
24	Office Pad	Big Size	Per 100 Page	
25	Office Pad	Small Size	Per 100 Page	
26	Order Book	100 × 3 Page	Per Book	
27	Pay-in-Slip		Per 100	

28	Requisition Slip	For Library	Per 100	
29	Staff Attendance Register		Per Book	200 Page
30	Student Attendance Register		Per Book	200 Page
31	Teacher Issue Slip		Per 100	
32	Title Index		Per Book	500 Pages
33	Teachers Performance Report		Per Book	
34	Library Register		Per Book	
35	Internal Examination Sheet		Per 100	
36	Invitation Card		Per 100	4 colour
37	Certificate		Per 100	4 colour
38	VIP Batch		Per 100	Kutchi Badge
39	Visitors Slip		Per 100	
40	Pad for NSS		Per 100	
41	Form for NSS		Per 100	
42	Work Diary for NSS		Per 100	Cover 4 Colour
43	Identity Card for Student		Per Piece	
44	Flex		Per sq. ft.	
45	Glow sign Board		Per sq. ft.	
46	Vinayle Print		Per sq. ft.	
47	Visiting Card		Per 100	
48	Vinyl Cutting Sheet		Per sq. ft.	
49	College Magazine		40 Pages Book	100 Books
50	Fees Book	15 Pages	Per Book	500 Books

**Note: Mention quantity of pages in each Book**